

Public Document Pack

Overview and Scrutiny Management Committee

Thursday, 22nd April, 2010
at 3.30 pm

Council Chamber - Civic Centre

This meeting is open to the public

Members

Councillor Letts (Chair)
Councillor Baston (Vice-Chair)
Councillor Ball
Councillor Barnes-Andrews
Councillor Cooke
Councillor Dick
Councillor Drake
Councillor Norris
Councillor Sollitt
Councillor Williams , R

Appointed Members

Mr J Bettridge (Secondary Parent Governors)
Mrs M Bishop (Primary Parent Governors)
Mr T Blackshaw (Church of England)
Mrs U Topp (Roman Catholic Church)

Contacts

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Democratic Support Officer
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Assistant Chief Executive (Strategy)
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PUBLIC INFORMATION

Role of Overview and Scrutiny

Overview and Scrutiny includes the following three functions:

- Holding the Executive to account by questioning and evaluating the Executive's actions, both before and after decisions taken.
- Developing and reviewing Council policies, including the Policy Framework and Budget Strategy.
- Making reports and recommendations on any aspect of Council business and other matters that affect the City and its citizens.

Overview and Scrutiny can ask the Executive to reconsider a decision, but they do not have the power to change the decision themselves.

Overview and Scrutiny Management Committee

The Overview and Scrutiny Management Committee holds the Executive to account, exercises the call-in process, and sets and monitors standards for scrutiny. It formulates a programme of scrutiny inquiries and appoints Scrutiny Panels to undertake them. Members of the Executive cannot serve on this Committee.

Southampton City Council's Six Priorities

- Providing good value, high quality services
- Getting the City working
- Investing in education and training
- Keeping people safe
- Keeping the City clean and green
- Looking after people

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

Mobile Telephones – Please turn off your mobile telephone whilst in the meeting.

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

Access – Access is available for the disabled. Please contact the Democratic Support Officer who will help to make any necessary arrangements.

Dates of Meetings: Municipal Year 2009/10

2009	2010
21 May	21 January
18 June	18 February
09 July	25 March
20 August	22 April
10 September	
08 October	
19 November	
17 December	

CONDUCT OF MEETING

Terms of Reference

The general role and terms of reference for the Overview and Scrutiny Management Committee, together with those for all Scrutiny Panels, are set out in Part 2 (Article 6) of the Council's Constitution, and their particular roles are set out in Part 4 (Overview and Scrutiny Procedure Rules – paragraph 5) of the Constitution.

Rules of Procedure

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

Disclosure of Interests

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

Personal Interests

A Member must regard himself or herself as having a personal interest in any matter:

- (i) if the matter relates to an interest in the Member's register of interests; or
- (ii) if a decision upon a matter might reasonably be regarded as affecting to a greater extent than other Council Tax payers, ratepayers and inhabitants of the District, the wellbeing or financial position of himself or herself, a relative or a friend or:-
 - (a) any employment or business carried on by such person;
 - (b) any person who employs or has appointed such a person, any firm in which such a person is a partner, or any company of which such a person is a director;
 - (c) any corporate body in which such a person has a beneficial interest in a class of securities exceeding the nominal value of £5,000; or
 - (d) any body listed in Article 14(a) to (e) in which such a person holds a position of general control or management.

A Member must disclose a personal interest

Business to be discussed

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

Quorum

The minimum number of appointed Members required to be in attendance to hold the meeting is 4.

Prejudicial Interests

Having identified a personal interest, a Member must consider whether a member of the public with knowledge of the relevant facts would reasonably think that the interest was so significant and particular that it could prejudice that Member's judgement of the public interest. If that is the case, the interest must be regarded as "prejudicial" and the Member must disclose the interest and withdraw from the meeting room during discussion on the item.

It should be noted that a prejudicial interest may apply to part or the whole of an item.

Where there are a series of inter-related financial or resource matters, with a limited resource available, under consideration a prejudicial interest in one matter relating to that resource may lead to a member being excluded from considering the other matters relating to that same limited resource.

There are some limited exceptions.

Note: Members are encouraged to seek advice from the Monitoring Officer or his staff in Democratic Services if they have any problems or concerns in relation to the above.

Principles of Decision Making

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

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

In exercising discretion, the decision maker must:

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

AGENDA

Agendas and papers are now available online via the Council's Website

1 APOLOGIES AND CHANGES IN PANEL MEMBERSHIP (IF ANY)

To note any changes in membership of the Panel made in accordance with Council Procedure Rule 4.3.

2 DISCLOSURE OF PERSONAL AND PREJUDICIAL INTERESTS

In accordance with the Local Government Act, 2000, and the Council's Code of Conduct adopted on 16th May, 2007, Members to disclose any personal or prejudicial interests in any matter included on the agenda for this meeting.

NOTE: Members are reminded that, where applicable, they must complete the appropriate form recording details of any such interests and hand it to the Cabinet Administrator prior to the commencement of this meeting.

3 DECLARATIONS OF SCRUTINY INTEREST

Members are invited to declare any prior participation in any decision taken by a Committee, Sub-Committee, or Panel of the Council on the agenda and being scrutinised at this meeting.

4 DECLARATION OF PARTY POLITICAL WHIP

Members are invited to declare the application of any party political whip on any matter on the agenda and being scrutinised at this meeting.

5 STATEMENT FROM THE CHAIR

6 MINUTES OF THE PREVIOUS MEETING (INCLUDING MATTERS ARISING)

To approve and sign as a correct record the Minutes of the Committee meetings held on

- 3 March 2010;
- 25 March 2010; and

and the meeting of Environmental and Sustainability Scrutiny Panel held 10 March 2010 and to deal with any matters arising, attached.

7 REPORT OF THE ENVIRONMENT AND SUSTAINABILITY SCRUTINY PANEL - NIGHT TIME ECONOMY INQUIRY

Report of the Chair of the Environment and Sustainability Scrutiny Panel, detailing the Panel's recommendations into the night time economy within the City, attached.

8 OVERVIEW AND SCRUTINY DRAFT ANNUAL REPORT 2009/10

Report of the Head of Policy and Improvement, seeking comments and considerations of a draft of the Overview and Scrutiny Annual Report for Council, attached.

9 OVERVIEW AND SCRUTINY INQUIRY PROGRAMME FOR 2010/11

Report of the Head of Policy and Improvement, seeking comment and consideration on the draft inquiry programme for scrutiny 2010/11, attached.

10 SCRUTINY HANDBOOK - 2010/11 REVISION

Report of the Head of Policy and Improvement, seeking approval for the 2010-2011 revision of the Scrutiny Handbook, attached.

11 UPDATE ON PROGRESS - PREVIOUS SCRUTINY INQUIRIES

Report of the Head of Policy and Improvement, updating the Committee on progress made toward the recommendations of Scrutiny Inquiry Panels, attached.

12 FORWARD PLAN AND PERFORMANCE MONITORING

Report of the Assistant Chief Executive (Strategy), detailing the Forward Plan for the period April to July 2010 and matters requested by the Committee relating to performance, attached.

13 MONITORING SCRUTINY RECOMMENDATIONS

Report of the Head of Policy and Improvement, detailing actions and monitoring progress of the recommendations of the Panel, attached.

14 AUDIT COMMISSION: AUDIT AND INSPECTION PLAN PROGRESS REPORT

Report of the Assistant Chief Executive (Strategy), detailing the 2009-10 Audit and Inspection Plan, attached

Wednesday, 14 April 2010

SOLICITOR TO THE COUNCIL

Agenda Item 6

Attached to this item are 3 set of minutes

Overview and Scrutiny Management Committee Minutes

- 3 March 2010
- 25 March 2010-04-14

Environment and Sustainability Scrutiny Panel meeting

- 10 March 2010-04-14

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MEETING OF SPECIAL THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE
MINUTES OF THE MEETING HELD ON 3rd MARCH 2010

Present:

Councillor Letts (Chair)
Councillor Baston (Vice-Chair)
Councillor Ball (item 77 in part)
Councillor Bogle (item 77 in part)
Councillor Burke
Councillor Norris
Councillor Osmond

Apologies:-

Councillors Barnes-Andrews, Cooke, Dick, Drake, Sollitt and R Williams
Mrs Bishop and Mr Blackshaw

Also in attendance

Councillor Hannides – Cabinet Member for Leisure, Culture and Heritage
Councillor P Williams – Cabinet Member for Housing and Local Services

75. APOLOGIES AND CHANGES IN PANEL MEMBERSHIP

Apologies were received from Councillors Barnes-Andrews, Cooke, Dick, Drake, Sollitt and R Williams. The Panel noted that in accordance with the provisions of Procedure Rules 4.3 and 4.4 Councillors Bogle, Burke and Osmond replaced Councillors Barnes-Andrews, Cooke and R Williams respectively, for the purposes of this meeting.

76. EXCLUSION OF THE PRESS AND PUBLIC

The Chair moved that in accordance with the Council's Constitution, specifically the Access to Information Procedure Rules contained within the Constitution, the press and the public be excluded from the meeting in respect of any consideration of the confidential appendices in the following item.

77. CALL-IN OF EXECUTIVE DECISION NO. CAB 09/10 1800 SELECTION OF PARTNERS FOR SPORT AND RECREATION PARTNERSHIP

The Committee considered the report of the Head of Policy and Improvement setting out the details of the Call-in received for the Selection of Partners for Sport and Recreation Partnership. (Copy of the report circulated with the agenda and appended to the signed minutes)

RESOLVED:

- (i) That during the fine tuning process, the Cabinet Member for Leisure, Heritage and Culture considers mechanisms to ensure that the Preferred Bidder delivers commitments detailed in the contract.
- (ii) The Cabinet Member for Leisure, Heritage and Culture requires the Preferred Bidder to produce a plan which clearly explains how the usage will be increased and groups from which the proposed users will come from.
- (iii) The Cabinet Member for Leisure, Heritage and Culture ensures that a break clause is placed in the contract to allow a re-evaluation of its success and

for either party to withdraw.

- (iv) The Cabinet Member for Leisure, Heritage and Culture to request the Preferred Bidder to produce an alternative strategy to demonstrate the viability of the contract in case the NNDR loophole is closed by the government.
- (v) The Cabinet Member for Leisure, Heritage and Culture involves Trade Unions at all stage of the negotiations.
- (vi) The Cabinet Member for Leisure, Heritage and Culture ensures that performance is monitored and published on a regular basis as part of the Council's standard performance reporting mechanisms.

NOTE: In addition the Committee requested for the following information:

1. Quest scores for other DC Leisure facilities.
2. Breakdown of the increase in income figures in the confidential appendix.

78. FORWARD PLAN

The Committee considered the report of the Assistant Chief Executive (Strategy) detailing the Forward Plan item relating to disposal of land in Derby Road to highlight any matters which Members feel should be taken into account by the Executive when reaching a decision. (Copy of the report circulated with the agenda and appended to the signed minutes).

RESOLVED :

- (i) That the Cabinet for Housing and Local Services ensures that if housing is proposed for the Derby Road site the Cabinet decision is published on the Forward Plan.
- (ii) That the Cabinet for Housing and Local Services sets out clear proposal criteria on which a judgement can be made.
- (iii) If required, more time be allowed for community groups to draw up a joint bid.

MEETING OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE
MINUTES OF THE MEETING HELD 25 MARCH 2010

Present:

Councillors Letts (Chair), Baston (Vice-Chair) Councillor Barnes-Andrews, Drake and Norris

Apologies:-

Councillors Ball, Cooke, Dick and Sollitt, R Williams, Mrs Topp (Roman Catholic Church, Mrs M Bishop (Primary Parent Governor) Mr Blackshaw (Church of England) and Mr Bettridge (Secondary Parent Governors)

79 MINUTES OF PREVIOUS MEETING (INCLUDING MATTERS ARISING)

RESOLVED that the minutes Overview and Scrutiny Management Committee held on 18 February 2010 and the minutes Safer Communities Scrutiny Panel meetings on the 24 February 2010 and the 10 March 2010 deal be approved and signed as a correct record.

(Copy of the minutes circulated with the agenda and appended to the signed minutes).

80 SCRUTINY STRUCTURES AND TERMS OF REFERENCE 2010/11

The Committee noted the report of the Chair of Overview and Scrutiny Management Committee detailing proposed changes to the current overview and scrutiny arrangements in light of the budget decisions made by Full Council on 17th February 2010. (Copy of the report circulated with the agenda and appended to the signed minutes).

81 REPORT OF THE SAFER COMMUNITIES SCRUTINY PANEL - DOMESTIC VIOLENCE INQUIRY

The Committee considered the report of the Chair of the Safer Communities Scrutiny Panel detailing the Panel's inquiry into how the incidence of domestic violence. (Copy of the report circulated with the agenda and appended to the signed minutes).

RESOLVED

- (i) that an additional recommendation that should Central Government publish a consultation paper relating to the potential for a register of domestic violence offenders be undertaken with the assistance of the Scrutiny Panel designated to review crime and disorder issues.
- (ii) that the committee approved the report of the Safer Communities Inquiry Panel with the additional recommendation (i).

82 FORWARD PLAN AND PERFORMANCE MONITORING

The Committee considered the report of the Assistant Chief Executive (Strategy) detailing the Forward Plan for the period September to December 2009. (Copy of the report circulated with the agenda and appended to the signed minutes).

RESOLVED :

- (i) that the Committee requested a report at the next meeting that detailed the reasons for significant variation from the published target for National Indicator 132 – “percentage of new social care clients aged 18 or over where the time from first contact with social services to completion of assessment is four weeks or less”;
- (ii) that the Committee requested a report at the next meeting that detailed the reasons for significant variation from the published target for National Indicator 114 – “percentage of pupils who are permanently excluded from school during an academic year”; and
- (iii) that the Committee requested a report at the next meeting that detailed the reasons why there was a variation on the implementation of saving proposals detailed in the 2009 Budget.

83 AUDIT COMMISSION: AUDIT AND INSPECTION PLAN PROGRESS REPORT

The Committee considered the report of the Assistant Chief Executive (Strategy), detailing the 2009-10 Audit and Inspection Plan. (Copy of the report circulated with the agenda and appended to the signed minutes).

RESOLVED that this item be deferred to the April meeting.

84 PROTOCOLS FOR JOINT WORKING BETWEEN SOUTHAMPTON CITY COUNCIL'S OVERVIEW AND SCRUTINY ARRANGEMENTS, THE NHS AND SOUTHAMPTON LINK

The Committee noted the report of the Head of Policy, and Improvement detailing the protocols scrutiny arrangements for health issues within the City. (Copy of the report circulated with the agenda and appended to the signed minutes).

85 MONITORING SCRUTINY RECOMMENDATIONS

The Committee noted the report of the Head of Policy and Improvement, detailing actions and monitoring progress of the recommendations of the Panel but, sought clarification whether the Environment and Transport Capital Programme had been circulated to Members. (Copy of the report circulated with the agenda and appended to the signed minutes).

**ENVIRONMENT AND SUSTAINABILITY SCRUTINY PANEL: NIGHT TIME
ECONOMY INQUIRY**
MINUTES OF THE MEETING HELD ON 10th MARCH 2010

Present:

Councillors Thomas (Chair), Drake, Galton, Jones, Payne and Willacy.

Apologies from Councillor Odgers.

Also in attendance: Mr C Welland, Streets Ahead Ltd.

16. MINUTES

RESOLVED that the minutes of the meeting held on 3rd February, 2010 be signed as a correct record.

17. THE IMPACT OF THE NIGHT TIME ECONOMY – STAKEHOLDER VIEWS

The Panel considered the report of the Head of Policy and Improvement seeking comments and approval of the final Inquiry report on the Night Time Economy for submission to the Overview and Scrutiny Committee. (Copy of report circulated with the agenda and appended to the signed minutes).

The Panel discussed and commented on the draft report and the Action Plan and in particular considered the following aspects when formulating their recommendations in (i) below:-

- the importance of strong leadership of the Night Time Economy;
- the focus of what should be short term and medium term actions for the Inquiry's' final report;
- the drinks promotions offered by some establishments in the City Centre;
- the effectiveness of planning policy in maintaining and promoting the Night Time Economy;
- the influence that could be made on major projects to enhance the Night Time 'Offer';
- the possibility of growing the Night Time Economy in the 'early to mid evening' period with the development of the Cultural Quarter and the Watermark developments the encouragement of the development of evening shopping;
- the importance of promotion of the Night Time Economy and the possibility of developing holistic packages e.g. car parking, dining and theatre offers;
- the possibility of staging major event/s in the City to promote the view that the City Centre had more to offer than night clubs and bars with to making it accessible to all age groups;
- the promotion of healthy eating, healthy drinking and healthy living;
- the importance of transport links between different zones of the City Centre.

RESOLVED

- (i) that the draft report be approved for submission to the Overview and Scrutiny Committee on 22nd April, 2010 and the following recommendations be made and incorporated into the final report:-
1. A champion/ leader to co-ordinate to promote and build on the NTE vision and aims and implement the quick wins detailed in the report and to seek sustainable funding for this;
 2. Examine the effectiveness of planning policy in establishing hubs, creating attractive public open spaces, pedestrianisation of the city centre to deliver the NTE vision detailed in the report;
 3. Examine the use of the licensing policy, the Cumulative Impact Policy and licensing powers to discourage the negative impact of drinking, and protect residents in popular residential zones by working closely with Planners within the planning policy context;
 4. Make more use of the history and heritage that Southampton has to offer and opportunities presented by future developments e.g. Watermark West Quay and the Cultural Quarter to improve the evening and night time economy;
 5. Effort should be targeted and focussed to grow the early and mid evening offer, make it pleasant and attractive for all people (e.g. jazz bars and clubs, café culture etc) so that people stay on and come into the city centre in the evening;
 6. For the NTE champion/ leader to become a statutory consultee for major projects to ensure they do what they can to enhance their NTE offer;
 7. Brand the evening and NTE offer, promote and market it including more high profile events in the city (e.g. Light Nights), lighting up public buildings, to draw more people in to enjoy the city centre offer and link each NTE zone using distinctive pathway, unique identify, lighting, seating, etc;
 8. Develop, encourage and promote healthy living initiatives in the NTE and in particular, non alcoholic drinks and promotions, encourage responsible pricing and promotion offers e.g. discounts for non alcoholic drinks and pricing of soft drinks below the price of alcoholic drinks and healthy eating;
 9. Develop and promote the overall package offered for the NTE by linking the entertainment offer, public transport, including taxis, parking and encourage branding the City Loop so that it is easier for people to come in and enjoy the NTE zones;
 10. Enhance safety and perception of safety in the NTE by improving the provision of public toilets and increasing access to them, extending the ICE Bus and providing a safe place for people who cannot look after themselves;
- (ii) that to enable the final member comments and the recommendations in (i) above to be incorporated, the Head of Policy and Improvement be authorised to amend the final report in consultation with the Chair for submission to the Overview Scrutiny Management Committee; and
- (iii) that the Chair present the final report to the Overview and Scrutiny Management Committee at its meeting on 22nd April, 2010.

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	REPORT OF THE ENVIRONMENT AND SUSTAINABILITY SCRUTINY PANEL – NIGHT TIME ECONOMY INQUIRY		
DATE OF DECISION:	22 APRIL 2010		
REPORT OF:	CHAIR OF THE ENVIRONMENT AND SUSTAINABILITY SCRUTINY PANEL		
AUTHOR:	Name:	Suki Sitaram	Tel: 023 8083 2060
	E-mail:	Suki.sitaram@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

None

SUMMARY

At its meeting on 18th June 2009, the Overview and Scrutiny Management Committee authorised the Environment and Sustainability Scrutiny Panel to undertake an Inquiry into exploring the role of the Night Time Economy (NTE) including the impact of existing and future Council policies and partner relationships in the renaissance of the City Centre and contribution to the local economy. The Environment and Sustainability Scrutiny Panel has now completed the Inquiry and the Panel's final report is attached at Appendix 1 for approval by the Overview and Scrutiny Management Committee and referral to the Executive.

RECOMMENDATIONS:

- (i) To receive and consider the Night Time Economy Inquiry report of the Environment and Sustainability Scrutiny Panel.
- (ii) To approve the report and forward it to the Executive for consideration and further action.

REASONS FOR REPORT RECOMMENDATIONS

1. In accordance with the Council's constitution, this Committee must receive and approve the final report of a Scrutiny Panel Inquiry and refer it to the Executive for consideration and further action.

CONSULTATION

2. The Environment and Sustainability Scrutiny Panel received evidence from the Cabinet Member for Economic Development, the Assistant Chief Executive (Economic Development and Regeneration), Executive Director of Neighbourhoods, Head of City Development and Economy, David Geddes from Locum, Streets Ahead Southampton Ltd (City Centre Management Company) Parks and Street Cleansing Manager, the Police, the Director of Public Health, Dr Nick Sheron, a leading Liver Consultant, SCC Travel and Transport Policy Manager, Blue Star Bus Company, Ward Councillors as well as a range of people from the business sector, the Universities, residents, students and the voluntary sector. A full list of consultees is detailed in the attached report. The Chair of the Panel visited Brighton to learn about the way

in the manager their NTE and a member of the Panel visited the NTE in Southampton to observe first hand, the issues and actions taken locally.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3. None

DETAIL

4. On 18th June 2009 this Committee agreed the indicative Terms of Reference for an Inquiry into exploring the role of the Night Time Economy (NTE) including the impact of existing and future Council policies and partner relationships in the renaissance of the City Centre and contribution to the local economy. This Committee requested that the Environment and Sustainability Scrutiny Panel conduct the Inquiry and report back their findings.
5. The Environment and Sustainability Scrutiny Panel undertook the Inquiry over 7 meetings between September 2009 and March 2010 and agreed, at its meeting on 10th March 2010, the 10 recommendations contained within the Inquiry report attached at Appendix 1.
6. This Committee needs to consider whether the Environment and Sustainability Scrutiny Panel has responded adequately to the Inquiry objectives outlined in the Terms of Reference that are appended to the final report.
7. At the first meeting the Panel gained an understanding of the policy context within the city and the links to major initiatives, plans and strategies relating to city centre development, culture and safety which have an impact on the night time economy.
8. The second meeting focussed on the impact of the existing policies and practices relating to Crime and Disorder in the Night Time Economy. The meeting also covered an understanding of the planning, regulatory and legal context within the city and the links to major plans and strategies which have had an impact on the development of the night time economy in its current form.
9. The presentations at the third meeting assisted the Panel to gather evidence on the impact of the existing policies and practices relating to the Night Time Economy to analyse the causes for existing problems, in particular health, street scene and city centre management.
10. The fourth meeting covered the impact of the existing policies and practices relating to transport and the Night Time Economy to analyse the causes for existing problems.
11. The fifth meeting covered the Brighton visit and explored with the Cabinet Member for Economic Development and the Assistant Chief Executive (Economic Development and Regeneration) their views on the NTE in Southampton.
12. The focus of the penultimate meeting was to hear the experiences and ideas of key stakeholders in the NTE including residents, students, businesses, Universities, ward councillors, Federation of Southampton Tenants and Residents Association (FOSTARA), Street Pastors Coordinator,

Mayflower Theatre, The Orange Rooms, De Vere Grand Harbour Hotel and Business Southampton.

13. The Inquiry's 10 recommendations detailed in the report attached at Appendix 1, emanated from the discussions identified above.
14. The Overview and Scrutiny procedure rules within the constitution require that within two months of the date that this Committee approves a final inquiry report, the Executive will consider the report and submit its findings to either this Committee or to Council. If this Committee is therefore minded to accept the final version of the Panel's report, then the document will be forwarded to the Executive for further action.

FINANCIAL/RESOURCE IMPLICATIONS

15. The recommendations from this Inquiry do not have any additional financial implications on the Council and its partners. The Panel believe that the recommendations within the appended report could be progressed by re-focussing council officer and partner's time and existing work programmes.

Property

16. None

Other

17. None

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

18. The duty to undertake overview and scrutiny is set out in Section 21 of the Local Government Act 2000 and the Local Government and Public Involvement in Health Act 2007.

Other Legal Implications:

19. None

POLICY FRAMEWORK IMPLICATIONS

20. The proposals contained within the appended report are in accordance with the Council's Policy Framework.

SUPPORTING DOCUMENTATION

Appendices

1	Night Time Economy Inquiry - Final report of the Environment and Sustainability Scrutiny Panel
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Documents In Members' Rooms

None

Background Documents

Title of Background Paper(s)

Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

1.	None	
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Background documents available for inspection at:

FORWARD PLAN No: Not applicable **KEY DECISION?** No

WARDS/COMMUNITIES AFFECTED:	Not applicable
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Draft Report of the Environment and Sustainability Scrutiny Panel

Night Time Economy Inquiry

September 2009 – March 2010

Panel Membership

Cllr Thomas (chair)

Cllr Drake

Cllr Galton

Cllr Jones

Cllr Odgers

Cllr Payne

Cllr Willacy



Vision

Southampton will be a regional centre of excellence for evening and night time entertainment, offering a diverse and vibrant choice of activities for all its residents and visitors

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3. Key Facts
4. The Issues
5. Developments that can impact on the issue
6. Recommended Actions for Southampton Partnership
7. Resourcing the Actions
8. Measuring the impact of change
9. Conclusion
10. Appendices
 - a. Terms of reference and Outline Plan
 - b. Assessment against the NTE Inquiry Plan, 2001
 - c. NTE Score Card
 - d. Action Plan
 - e. Summary of evidence
 - f. Summary of other information, including comparative data

DRAFT

Executive Summary

Introduction

1. The Environment and Sustainability Scrutiny Panel conducted the Inquiry on Night Time Economy between September 2009 and March 2010 to explore the role of the Night Time Economy (NTE) in the City. Evidence was gathered from a number of witnesses and sources of information on the NTE.
2. The City has made significant progress since the 2001 NTE strategy and has many best practice initiatives in place.
3. The Panel felt strongly that the NTE is an area which needs an increased focus and investment given the significant role the NTE plays in the growth and vibrancy of the city's economy as well as shaping the image and perception city as a destination of choice for residents and visitors.

The Issues

4. The Panel identified several issues with the NTE from the substantial amount of evidence they received. The key issues include
 - A lack of strong leadership, profile and co-ordination to improve and diversify the NTE
 - Poor level of knowledge about the NTE
 - Lack of diversity of offer to attract visitors with different interests and at different times in the day, evening and night
 - Poor lighting, signage and pedestrian routes in some areas
 - Limited use of events and cultural activities to attract the public after hours
 - Lack of public toilets
 - Crime and ASB including noise created by people leaving the NTE disturbing local residents
 - Perception of the town centre at night not consistent with the reality
 - NTE needs to be more mainstreamed into the policies and plans of council and partners
 - Need to improve effectiveness of planning policies on NTE
 - Could make more use of licensing powers and review the cumulative impact policy
 - Lack of visible signage, marking and interpretation and poor clarity of the links between pedestrian routes and transport hubs, for the whole city centre – this needs to be balanced by a need to manage people's movement during late night periods.

Future Developments

5. There are many developments taking place in Southampton that provide significant opportunities to improve the evening and NTE. Key future developments expected to have a positive impact include city renaissance projects and other plans and service improvements which could have transformational impact including:
 - Implementation of Strategic Plans – including City Centre Action Plan; Transport Plan
 - Completion of Physical Developments – including Watermark WestQuay; QE 2 Mile; Cultural Quarter; Mayflower Plaza; Old Town; Royal Pier, Tudor House Museum; Tudor Merchants Hall; Bargate/ Eastern site redevelopment
 - Delivery of Service Improvements – including Street Lighting PFI; NTE Action Plan (crime and disorder), Highway Services Partnership, Legible Cities.

6. It is vital that the impact on the NTE is properly considered in these developments and the potential they bring is harnessed to achieve the NTE vision detailed in this report.

DRAFT

Vision and Aims

7. The vision below developed by the Panel is intended to cover the next 10 - 15 years and will only be achieved by joint working between the public and private sectors facilitated by the leadership of Southampton Partnership.

Southampton will be a regional centre of excellence for evening and night time entertainment, offering a diverse and vibrant choice of activities for all its residents and visitors

8. Excellence is defined as accreditation by the Association of Town Centre Management's Purple Flag Scheme and is likely to be a medium term ambition. The following aims underpin the vision and provide the outcomes the Panel believe can be achieved.
- To provide a clean, safe, welcoming city centre that is accessible to all during the evening and into the night time
 - To offer and promote a variety of high quality and sustainable facilities in clearly defined areas which cluster together similar venues to provide a "mosaic" of different types of experience in different areas
 - To move away from a linear, late night drinking culture and create a smoother transition between the daytime and night time economy
 - To Make the most of our heritage, environment and diversity to provide a varied and innovative programme of cultural events
 - To achieve a balance between protecting the amenities and quality of life of residents living in the city centre and promoting an attractive, vibrant but safe night life
 - To complement the city centre offer with improved local night time facilities and offer within district centres with reference to the aims and recommendations of the District Centres Inquiry.

Recommendations to the Cabinet Member for Economic Development

9. The Panel have made 10 key recommendations to the Cabinet Member for Economic Development on the steps that can be taken to towards achieving these aims
- Nominate a champion/ leader to co-ordinate to promote and build on the NTE vision and aims and implement the quick wins detailed in the report and to seek sustainable funding for this.
 - Examine the effectiveness of planning policy in establishing hubs, creating attractive public open spaces, pedestrianisation of the city centre to deliver the NTE vision detailed in the report
 - Examine the use of the licensing policy, the Cumulative Impact Policy and licensing powers to discourage the negative impact of drinking, and protect residents in popular residential zones by working closely with Planners within the planning policy context
 - Make more use of the history and heritage that Southampton has to offer and opportunities presented by future developments e.g. Watermark West Quay and the Cultural Quarter to improve the evening and night time economy
 - Target effort and focus to grow the early and mid evening offer, make it pleasant and attractive for all people (e.g. jazz bars and clubs, café culture etc) so that people stay on and come into the city centre in the evening
 - Agree that the NTE champion/ leader will be a statutory consultee for major projects to ensure they do what they can to enhance their NTE offer
 - Brand the evening and NTE offer, promote and market it including more high profile events in the city (e.g. Light Nights), lighting up public buildings, to draw more people in to enjoy the city centre offer and link each NTE zone using distinctive pathway, unique identify, lighting, seating, etc

- Develop, encourage and promote healthy living initiatives in the NTE and in particular, non alcoholic drinks and promotions, encourage responsible pricing and promotion offers e.g. discounts for non alcoholic drinks and pricing of soft drinks below the price of alcoholic drinks and healthy eating
- Develop and promote the overall package offered for the NTE by linking the entertainment offer, public transport, including taxis, parking and encourage branding the City Loop so that it is easier for people to come in and enjoy the NTE zones
- Enhance safety and perception of safety in the NTE by improving the provision of public toilets and increasing access to them, extending the ICE Bus and providing a safe place for people who cannot look after themselves.

Suggested Actions for Southampton Partnership

10. The recommendations to the Cabinet Member for Economic Development are supported by a series of further recommendations for the each key Partnerships under the leadership of Southampton Partnership and are detailed in Appendix D. These recommendations relate to the themes of the Purple Flag Scheme and will be useful in evaluating progress towards it. The themes are Policy, Place, Appeal, Well Being and Movement.

Conclusion

11. In order for progress to continue and the NTE to benefit from the developments and investments that are currently taking place in Southampton, strong leadership, a clear vision and investment will be required. This will need to be supported by a more proactive approach to the NTE. The benefits to the city of taking such an approach will be far reaching and impact much wider than just the NTE.

Introduction

1. The Environment and Sustainability Scrutiny Panel conducted the Inquiry on Night Time Economy between September 2009 and March 2010. The purpose was to explore the role of the Night Time Economy (NTE) in the City Centre and its contribution to the local economy, including the impact of existing and future Council policies and partner relationships. The Terms of Reference and Outline Inquiry Plan area attached at Appendix A.
2. Evidence was gathered from a number of witnesses and sources of information on City Centre Regeneration, Culture, Crime and Disorder, Licensing, Planning, Street Cleansing, Alcohol and Health, Transport. The Panel also received feedback from a variety of stakeholders including ward councillors, representatives from the 2 Universities, Students Union, businesses and Residents Associations. The Chair of the Panel visited Brighton to observe and learn about their Night Time Economy. Another Panel member also had a 'walk about' with the City Centre Manager on a Student Night and spoke with pub and club managers, door staff and owners.
3. At the request of the council, the Association of Town Centre Management facilitated a workshop on the assessment criteria for the Purple Flag scheme for assessing and improving city and town centres based on 5 themes: Policy, Place, Well Being, Appeal and Movement.
4. The City has made significant progress since the 2001 NTE strategy (assessment attached at Appendix B) and has many best practice initiatives. These include city centre regeneration, development of a successful regional retail offer, plans for the Cultural Quarter development as well as many projects to reduce crime and disorder including funding for a NTE manager, the Street Pastors project, Designated Public Place Order, Best Bar None, Cumulative Impact Policy, ICE bus, the collection of Emergency Department data collection, night buses and taxi marshals. Partnership working in relation to crime and disorder in the NTE is strong and the initiatives above are starting to show real results.
5. The Panel felt strongly that this is an area which needs an increased focus and investment, given the significant role the NTE plays in the growth and vibrancy of the city's economy as well as shaping the image and perception city as a destination of choice for residents and visitors. The Panel concluded that the positive contributions of the NTE far outweigh the negative impact it can have. The latter can be mitigated through proactive policies and actions and by responding to the huge opportunities the city has to offer in the medium term.
6. The Panel identified key issues in relation to the NTE (detailed later in this report) and in response made 10 recommendations to the Cabinet Member for Economic Development and a list of suggested actions for Southampton Partnership.

Key Facts

Demographics

7. There are an estimated 234,000 people living within the city boundary, amounting to approximately 18% of the Hampshire area. Of these, just under 75% of the working age population are economically active. 54% of the city's population is under 35 years of age with 13% over 65. The student population in Southampton is around 41,500, an increase of around 25% since 1998/99. Each year approximately 6,000 graduates enter the labour

market, with about 30% staying within the Southampton area after graduating to seek career opportunities.

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Economy

8. In 2006 Southampton's economy was worth over £4,756 million, 28% higher than in 2001. This is coupled with around 7,700 businesses operating in the city providing employment for 114,000 people. Southampton is ranked as one of the top five performing cities in England for employment, population growth and skills by the Institute for Public Policy Research (IPPR).
9. The majority of businesses in Southampton are micro businesses that employ less than 10 people. However it is the larger companies that provide most jobs in Southampton. Southampton is home to many key household names in the UK, such as Skandia, B&Q, John Lewis, Ordnance Survey and most recently IKEA. The largest public sector employers in Southampton include the NHS Hospital Trusts and Southampton City Council. Southampton is also the home to Carnival UK and is the UK's cruise capital with a world-class port and one of the country's leading commercial dockyards, contributing over £2 billion to the economy.
10. The number of cruise passengers passing through the Port of Southampton has been increasing over the years. Southampton Port now serves 50% of the UK cruise market, doubling over the last 5 years. In 2008 alone, passenger throughput reached record levels of over 970,000, and in 2009 a million passengers are estimated to have passed through the port. Further to this, almost 2 million passengers departed from the International Airport between 2008 and 2009.
11. In addition, in 2008 Southampton was ranked 15th in the top retail destinations in the UK demonstrating the strength and continued demand for retail in the city centre. However, by 2018 predictions see Southampton being ranked the 18th top retail destination in the UK. There are a large number of proposed developments including Watermark WestQuay as well as the creation of a Cultural Quarter and other public enhancements which could boost the centre and improve its ranking over the next 8 years prior to 2018.

Health

12. Alcohol related hospital admissions are increasing. Between 01 January – 30 June 2009 there were 3976 Emergency Department attendances which were alcohol related. This is 9.4% of the total attendance and likely to be an underestimate. The majority of alcohol related admissions occur on a Friday, Saturday and Sunday.
13. On an typical night out a male Southampton student will drink on average 20 units of alcohol and a female 13 units. In 2005 over 25% of deaths in males aged 16 – 24 are caused by alcohol. For females of the same age the figure is around 15%. Most of these deaths are caused by road traffic accidents and intentional self harm.
14. Research carried out to inform Southampton's Joint Needs Assessment in 2007 found that 10,000 people are drinking dangerously and an estimated 70,000 working days are lost due to alcohol, over 1,000 people are developing cirrhosis, 750 people may die from other alcohol related causes. Alcohol misuse costs the local NHS £8.1 million a year.

Tourism

15. It is estimated that around 568,000 overnight tourism staying trips were made to Southampton in 2008. Of these trips, domestic visitors made 86% of trips (489,000) and overseas visitors made 14% of trips (79,000). Compared to 2006, the volume of domestic overnight trips dropped by 4%, and inbound overnight trips dropped by 5%. In total, it is estimated that around £105,311,000 was spent by staying visitors on their trip to Southampton in 2008, down by 1% compared to 2006.

16. It is estimated that around 6.9 million tourism day trips were made to Southampton in 2008, up 2%, generating a further £241,769,000 trip expenditure, up 11% compared to 2006. Just over a third are estimated to involve day trips to West Quay. In total, around £347,081,000 was spent on trips to Southampton in 2008 by staying and day visitors, up 7% compared to 2006. Twenty-two percent of this expenditure was made by domestic staying visitors; 8% by overseas staying visitors and 70% by day visitors.
17. Around a third of total trip expenditure (31%) was spent in catering establishments and a further 37% was spent in the retail sector. Approximately 10% of total trip expenditure went on visits to attractions and other entertainment. Further additional expenditure spent by visitors on second homes and by friends and relatives, who visitors are staying with or visiting, needs also to be accounted for as this represents a significant additional source of income for local businesses. It is estimated that this 'additional' expenditure generated a further £13,715,000 of direct turnover for local businesses in 2008.
18. Of the £347,081,000 estimated to have been spent by visitors on their trip and the £13.7 million additional trip-related expenditure, around £343,249,000 directly benefited local businesses from hotels and restaurants to cafes, shops and attractions in Southampton. Drawing together direct business turnover, supplier and income induced expenditure, and the additional expenditure spent on second homes and by friends and relatives, the total value of tourism activity in Southampton in 2008 is estimated to have been around £427,316,000.
19. This income to the local economy is estimated to have supported around 5,753 Full-Time Equivalent Jobs and 7,968 Actual Jobs (with the addition of seasonal and part-time employment). These jobs are sustained in a wide number of sectors including hospitality, retail, catering and travel.

Comparisons

	Southampton	Brighton	Bournemouth
Population	234,000	250,000	163,900
Students	41,500	44,494	Approx 25,500
Visitors Evening/ Night Time Day time	6.9M day trips	1.5M 6.5M visitors	N/A
Value of tourism activity in 2008	£427,316,000	£408 (2006)	N/A
Number of festivals per year	Under 25	Over 60	over 30
Number of licensed premises in the city centre	408	2,782 (Whole of Brighton)	approx 320
Perception of safety - after dark (Place Survey 2008)	37%	62.8%	47%
Perception of safety - during the day (Place Survey 2008)	85%	93.5%	90%
Percentage of respondents			

feeling that people being drunk or rowdy in public places is a problem (Place Survey 2008)	45%	33.9	37%
Percentage of respondents feeling that rubbish or litter lying around is a big problem (Place Survey 2008)	43%	41.2	33%

NTE Offer

20. Around 28,000 people visit the city centre on Friday/ Saturday nights, of whom two thirds are estimated to be Southampton residents. There are various permanent **performance venues** within the city, the largest and most well-known of these being The Mayflower theatre. In 2008/09 The Mayflower saw slightly fewer performances being held than the previous year, with 347 performances taking place. Overall attendance decreased with a total of just over 400,000 people attending the theatre, a drop of 6%. The main reason for this decrease in attendance numbers in 2008/09 compared to the previous year is due to the popularity of the show Chitty Chitty Bang which attracted over 120,000 patrons in 2007/08 with over 40 performances. The biggest selling shows of 2008/09 were Cinderella, High School Musical, West Side Story, Blood Brothers and Calendar Girls. As well as performances, 5,411 people attended conferences and corporate events in 2008/9, a decrease of 4% on the previous year.
21. Throughout 2008/09 the City Art Gallery held five major exhibitions and successfully toured two of these exhibitions to other galleries in the UK. The popularity of these exhibitions is reflected in the visitor figures which have continued to increase year on year from 59,756 visitors in 2007/8 to 60,860 visitors in 2008/09, with 17,042 of these being children. This reflects a 1.9% increase in visitor numbers between 2007/8 and 2008/9 and an increase of 7.9% over the past four years.
22. Throughout 2008/09 the city centre and adjacent areas have hosted a variety of **events and festivals** including the annual Southampton Boat Show (Mayflower Park) in September. The Bargate and Above Bar pedestrian precinct were alive with street entertainers, bands, roadshows and a host of different events throughout the year. During the Christmas period Above Bar pedestrian precinct hosted the annual German market that has become a feature of the festive season.
23. Alongside retail, leisure uses have a significant presence in the city centre. The city centre land use mix shows that A1 uses, including convenience, durables and services, represent the largest sector by floorspace (71%), with leisure uses (A3, A4, A5, and D2) collectively constituting 9.5% of the total floorspace. The Offer in the city centre including Town Quay, Oxford Street, London Road/Bedford Place (and in between) and Ocean Village:
- 95 Cafés and Restaurants
 - 52 Drinking Establishments
 - 38 Hot Food Takeaways
 - 1 Regional Theatre
 - 3 Cinemas,
 - 3 Casinos
 - 2 Art Galleries
24. The number and range of leisure uses in the city centre has stayed relatively consistent with the levels seen in 2007/08. There has been a slight increase in the number of restaurants/ coffee bars/ fast food outlets and take-aways in the city centre which reflects

the continuing demand for such facilities. Amusement arcades and hotels have remained consistent with the figures from last year; however one of the nightclubs in the City Centre has now closed. This closure and the associated increase in the number of public houses and wine bars may reflect the popularity of the latter typed venues and an increase in the number of late licenses being granted at these premises. However the future developments detailed in the section below will have an impact on both the number and range of leisure uses in the city.

Safety

25. Violent crime is 23% of all crime in Southampton. A quarter of all recorded incidents of violent crime occur on a Friday and Saturday night in the city centre. Violence offences peak in line with peak night economy operating and closing times (23:00 to 03:00). 62% of offences are linked to licensed premises. Criminal Damage offences correlate with pub and club closing times and in April -June 2009, more than 50% of 115 criminal damage offences were in Bedford Place and Polygon area. In nine months the Street Pastors removed 2500 bottles/glasses from the pavements and swept up 290 pieces of broken glass.
26. Local use of IonTrak (a device to detect traces of drugs from customers entering a licensed premises) found comparatively low levels of drugs in the NTE in Southampton. Local hospital admissions to the Emergency Department as a result of assault in the city centre between the hours of 18:00 and 09:00 are around 1,100 per annum, with a big concentration on weekends. Alcohol is a contributing factor in 84% of cases. Emergency Dept data for assaults (total 290 May-July 2009) –dominated by those induced by alcohol and taking place at the weekend. Injuries from the night economy account for 71% of Emergency Department admissions requiring immediate transport by ambulance coming from the NTE area.
27. Feedback in the 2009 Place Survey showed that only 23% of local residents thought the Police and Council are tackling crime and anti-social behaviour and perceptions of drunk and rowdy behaviour as a problem also featured as a big concern for local people. Residents who do not feel safe in their local area at night who live in city centre wards is 45%.

Transport

28. In 2008 the city was listed 9th in the country for having the best international transport links and 10th for the best external transport links (Cushman & Wakefield, UK Cities Monitor report 2008) demonstrating the high quality transport links the city provides. Southampton International Airport welcomes around 2 million passengers a year and serves over 40 destinations throughout Europe. During 2009/10 Southampton Airport invested around £10 million in improving facilities for passengers. Southampton Airport has been named as the top airport in Europe for having the most helpful and courteous staff.
29. Southampton Central railway station is the hub of the region's rail network, with frequent services operating from many destinations throughout the country with dedicated buses that link directly to the Isle of Wight ferries.
30. The City Council subsidises Nightlink services operating hourly to the east and west of the city between 00.00 and 03.30 on Friday and Saturday nights. These complement the commercial hourly 'Bluestar' services to Winchester, Waterside and Eastleigh and also the Eastleigh Borough Council funded hourly services to Botley, Netley, Hamble, Chandler's Ford, Winchester, Eastleigh and Fair Oak operated by Bluestar on Friday and Saturday nights.

31. Taxis are widely available in Southampton. Principal ranks can be found at key strategic points. In May 2008 there were 263 licensed Hackney Carriages in operation with the number set to increase by 20 additional carriages over the next three years to meet current demand. Private Hire Taxis continue to rise with 550 in operation in 2008/9, an increase of 12% from the 2007/8 level of 490. Two new ranks at Lower Bannister Street and Bevois Valley have been established to serve the night time hubs. In addition the rank adjacent to London Road has been relocated into London Road and there is also a new rank outside the casino on the Town Quay at night time only.
32. Over the past year there were no significant changes to the parking provision, however, significant maintenance and upgrading work continues to be undertaken on City Council owned multi-storey car parks in the city centre. Overnight charges were put in place for all City Council multi-storey car parks (£2 from 1800 - 0500).

The Issues

33. The Panel identified several issues related to the NTE from the substantial amount of evidence they received. These have been grouped using themes suggested by the Association of Town Centre Management's Purple Flag Scheme.

34. Policy

- **Stronger leadership and profile needed to improve and diversify the NTE.**
- **NTE needs to be more mainstreamed into the policies and plans of council and partners**
- **Need to improve effectiveness of planning policies on NTE**
- **Could make more use of licensing powers and review the cumulative impact policy**
- Lack of reliable and up to date knowledge about the NTE users and non users
- Need a broader approach to managing the NTE which delivers a strategic contribution wider than just crime and alcohol

35. Place

- **Lack of diversity of offer to attract visitors with different interests and at different times in the day, evening and night**
- **Lack of visible signage, marking and interpretation and poor clarity of the links between pedestrian routes and transport hubs, for the whole city centre – this needs to be balanced by a need to manage people's movement during late night periods**
- Over domination of vertical drinking establishments
- Attractions are dispersed over a large geographical area without the connectivity to arrival points being clear
- More imaginative and creative use of developments and street furniture/ arts to enhance the public realm and offer at night is required
- Need to make more of the city's heritage
- Lack of sense of place for the NTE
- Need to reduce litter in the NTE i.e. near takeaways, glass bottles, broken glass on roads

36. Appeal

- Limited use of the city's history, heritage and culture through events and activities to attract the public after hours

- Need to create packages between the theatre offer, shopping, dining out etc with links to parking offer, public transport etc
- Opening hours of Public buildings is traditional - museums, art galleries, library, heritage sites are not open later in the evening
- Need greater use of parks and other public open spaces for attracting city centre workers and visitors to stay on after 5 pm
- Limited choice and diversity of food and dining for families, old and young
- Lack of evening live entertainment in non traditional venues (e.g. civic centre, church halls etc)
- Lack of an holistic experience in the NTE
- Poor lighting in some areas

37. Well Being

- Current practice does not actively promote healthy lifestyles and encourage responsible drinking habits
- Alcohol related crime, ASB and other safety related issues
- **Lack of public toilets** and resulting problem of urinating in alley ways, doorways and parks (Environmental Health / personal safety issues particularly for women in the parks)
- Noise created by people leaving the NTE disturbing local residents
- Awareness raising of drug and alcohol harm
- Application of Designated Public Place Order – many people are not aware of it due to limited publicity and signage, enforcement issues
- Problems with Licensing Link Radio – the current private system does not make it easy to obtain one.
- Visible police presence is not consistent
- Perception of the town centre at night not consistent with the reality
- Preloading – people coming into the city already drunk as a result of consuming cheap alcohol at home or elsewhere

38. Movement

- Car parking charges in the evening and night
- Poor pedestrian routes in some areas that need improved lighting
- Better information about late night travel
- More pedestrianisation required particularly around Bedford Place, Carlton Place.

Future Developments

39. There are many developments taking place in Southampton that provide significant opportunities to improve the evening and NTE. Key future developments expected to have a positive impact include city renaissance projects and other plans and serve improvements which could have transformational impact include strategic plans, future developments and planned service improvements:

Strategic Plans

- **City Centre Action Plan**

40. As part of the development of the Local Development Framework the Council are looking at how the city centre could develop over the next 20 years. There is an initial plan called the City Centre Action Plan. This has the potential to radically change the way the city centre looks by 2026. Consultation on the preferred options for the CCAP is due to take place from May this year with the final document published for consultation in 2011.

- **Local Transport Plan 3**

41. The LTP 3 is currently being developed. Unlike previous transport plans this one will set out the strategy for transport across the whole of south Hampshire area. This includes Hampshire County Council, Portsmouth and Southampton City councils. The three authorities will then produce separate implementation plans. A consultation to the options and interventions will take place in the summer of this year.

Physical Developments

- **Watermark WestQuay**

42. Watermark WestQuay will transform the former Pirelli factory site into one of the most exciting and attractive new mixed-use developments in the UK. The £150M development centres around a new public plaza with the internationally significant medieval town walls forming a spectacular backdrop for a new restaurant quarter and external shopping environment. The proposals feature a luxury 14 screen multiplex cinema, a range of new cafés and restaurants, public open space and pocket park, a new retail offer for the city, a hotel with up to 150 bedrooms and a landmark residential building, including 240 apartments. The new public plaza will be a place where contemporary and historic influences meet to create an exciting and unique public space providing a safe and accessible route through Watermark WestQuay and designed to host a range of events. The development is intended to help reinvigorate the southern area of central Southampton and will create over 1000 new jobs for the city. It will bring new energy to Southampton's visitor economy through an inspiring combination of high quality retail and leisure offer.

- **The Cultural Quarter**

43. The Cultural Quarter development is helping to bring in around £175m of private and public investment to this area of the city. The investment in the cultural quarter is expected to bring in more than 2000 direct jobs and an additional £21m of visitor spend each year. It is intended to be an area alive with arts, heritage, entertainment, events, music, colour and dramatic architecture. A setting to which artists and performers will be drawn and a place that the public can visit and enjoy.

44. The Sea City Museum, Guildhall Square and Southampton's new arts complex will sit in the same area as existing art galleries, city centre parks, the Guildhall and the Mayflower theatre to make the Above Bar Cultural Quarter a dynamic and creative urban space at the heart of Southampton in which people meet to relax, enjoy and participate during the daytime and into the night.

- **Royal Pier Waterfront**

45. Southampton City Council is working with Associated British Ports and The Crown Estate to achieve a world class waterfront and improved facilities for the Southampton International Boatshow

- **Old Town**

46. The City Council has begun work on the redevelopment of this unique location in the heart of Southampton's medieval Old Town quarter. The plans for the area include retail, hotel, restaurants, cafes and bars, residential, heritage and open space. The redevelopment will need to incorporate and realise the opportunities provided by the archaeological remains on the site, and protect the environment of the adjacent school. As part of the development it is intended to create restaurant cluster will be created around focussing on the proposed upgrade of the public realm around Holyrood Church. The refurbishment of the Dolphin Hotel as a 4 star hotel will strengthen the cluster (as well as increase footfall and commercial interest in the High Street). Two new restaurants have opened in the area bringing the total number of Restaurants/Cafes in the Holyrood area to 12, a 20% increase over September 2009.

47. In 2008 Locum produced a destination development plan for Southampton. While they accepted that it is impossible to accurately predict what the impact of the above 4 proposals would be they gave an indication of what the impact might be. They estimated the additional appeal that each might add to the city as a destination and, therefore, the additional spend that they might create by visitors from outside the city.

48. Locum's findings are outlined in the table below. The descriptions of the projects in the table below are now out of date. The *Arts Village* is now known as the Cultural Quarter and *Festival Park* is now known as Royal Pier Waterfront.

Figure 1: Estimated impact of the Four "Big Projects"

	<i>% Added Appeal</i>	<i>Additional direct spend by visitors (£ millions) in 2007 terms</i>
West Quay 3	15%	£31
Arts Village	10%	£21
Festival Park	15%	£31
Below Bar	5%	£10
<i>Total:</i>	<i>50%</i>	<i>£104</i>

This produces a target of approximately £530 million direct spend by visitors in 2015, sustaining an additional c 3,000 FTE jobs.

Figure 2: Targets for the Destination Development Plan

	<i>Direct spend by visitors (£ Millions)</i>	<i>Economic Impact including indirect and induced effects (£ Millions)</i>	<i>FTE Jobs supported</i>
Total direct expenditure 2004:	£208	£305	4,200
Annual baseline growth:	5%		
<i>Forecast direct expenditure 2008:</i>	<i>£253</i>	<i>£371</i>	<i>5,105</i>
Forecast for 2011 without major projects:	£293	£429	4,862
Additional Growth Target 2011 - 2 "Big Projects" Complete	25%		
Target for 2011:	£366	£536	6,078
Forecast for 2015 without major projects:	£356	£522	5,910
Additional Growth Target 2015 - 4 Big Projects Complete:	50%		
Target for 2015:	£534	£782	8,865
Incremental effect of Big Four projects:	£178	£261	2,955

- **Mayflower Plaza**

49. Mayflower Plaza will be a mixed-use development comprising of circa 100,000 sq m (115,000 sq ft) of grade A office space over 8 floors, 180 residential units- a mixture of studio, one- and two-bedroom flats over 14 levels and an 150-bed hotel. The introduction of a fully accessible plaza will make significant contribution to the public realm. It is envisaged that the hotelier will operate a restaurant/ bar at ground level, further enlivening the public space.

- **Tudor House Museum and Tudor Merchants Hall**

50. Significant investment by the Heritage Lottery Fund and Council is turning Tudor House Museum into a welcoming and enjoyable visitor attraction with new facilities, displays and experiences which will tell the story of the house and the people who lived and worked there. There will be lots to appeal to residents and visitors to the city including a café overlooking the beautiful gardens. The project also includes a removable canopy which will allow King John's Palace to be better utilised throughout the year. This will be a venue suitable for a wide range of events from theatrical performances to music recitals and exhibitions. Tudor Merchants Hall will also benefit from many improvements including a lift and ramp, making the first floor accessible to disabled people. There will also be new toilet facilities. It will also be a flexible attractive bookable venue.

- **Ocean Village**

51. Ocean Village is a key waterfront location in Southampton and will provide a successful mix of leisure and living facilities, offering events space, marina and a new four star hotel. The 224 bedroom Millennium Hotel will include amenities for marina berth holders in addition to two waterside restaurants and bars with external terraces. Modern banqueting, conference and events facilities will accommodate over 650 people and will also be able to serve as media centres. Work on the hotel is due to commence in autumn 2010.

Service Improvements

- **Street lighting PFI**

52. Southampton City Council, Hampshire County Council and West Sussex County Council have joined forces in the biggest street lighting Private Finance Initiative (PFI) project in the country. Tay Valley Lighting have been now been appointed the preferred bidder to carry out the PFI. Southampton's £30 million share of the project will see the majority of the city's 28,000 street lights, illuminated signs and bollards replaced or upgraded with the latest energy efficient equipment. During the first five years 14,000 lights, signs and bollards will be replaced or upgraded – the remainder will be maintained. The focus for the following 20 years will be on maintaining and operating all the city's lights to a high standard.

- **Highways Service Partnership**

53. There is a significant backlog of road and pavement maintenance. In order to tackle this issue a Public Private Partnership is being established to ensure amount of funding available going into the network is maximised. The aim of this is to achieve more service for the same funding. The contract is currently being procured with works intended to commence in September.

- **NTE Action Plan**

54. The Night Time Economy Action Plan is being developed by the Safe City Partnership to reduce crime and disorder in the NTE. It is based on the findings of an audit of best practice which was developed specifically for Southampton and then used as a self-assessment tool to identify gaps and areas for improvement. Delivery of the NTE Plan is intended to positively impact on a range of Performance Indicators around crime and disorder but includes in particular a reduction in violent crime and an improved comparative position for the city in the Most Similar Group for Violent Crime. It is also anticipated that delivery of the Plan will contribute positively to public perception targets.

- **Legible Cities**

55. Southampton Legible City is a city information and communication system. It aims to improve the image, identity and user experience of Southampton for the benefit of residents, businesses and visitors and for developers looking to invest in the city. A new range of products and services are proposed, linked by a specially commissioned visual identity. The new identity has been designed to enhance and market the city and improve the quality of streets and spaces. At the same time it will make it easier to move around, promoting active travel and healthy lifestyles. The project will highlight the city's assets, revealing the special character of its areas as places to shop, relax, meet and play. By creating pedestrian-friendly places, people will be encouraged to explore on foot and to spend more time outdoors, supporting the local economy and creating safer streets. The Southampton Legible Cities project will help connect and integrate transport and movement and the city's destinations and attractions, promoting Southampton's businesses and improving the everyday experience of the city for everyone.

- **City Branding**

56. A distinctive brand is a way of projecting a unique, clear and consistent impression of a product, service or place. Southampton's brand is designed to help people to understand what is special about the city, and what to expect from it as a place to live, work, visit, learn and do business in. By communicating with local, regional, national and international audiences in a distinctive, consistent and inspiring way, Southampton's brand can shape people's perceptions of the city and positively contribute to its future success. Work is continuing to refine the City Brand and partners are working together to strengthen the image and promotion of the City.

National Changes

- **Licensing Laws**

57. In November 2009, the Policing and Crime Act 2009 received Royal Assent and sets the legal framework pursuant to the 'selling alcohol responsibly'. The legislation amends the Licensing Act 2003 to allow the Secretary of State to establish no more than 9 mandatory licensing conditions relating to the supply of alcohol for all new and existing licensed premises. 5 mandatory conditions were announced by the Government earlier this year and include - banning irresponsible promotions such as 'all you can drink...', or women drink free' deals that encourage people to drink quickly or irresponsibly, ensuring all those who sell alcohol have an age-verification policy in place, requiring them to check the ID of anyone who looks under-18 and ensuring small measures of beers, wine and spirits are made available to customers.
58. The Act also introduces a provision whereby individual members of Licensing Authorities may now be 'interested parties'. Therefore allowing Local Authority members to object to licensing applications in their own right and/or to call for a Licensing Review (powers which currently only apply to 'responsible bodies or interested parties' – such as the Police or residents). However, the evidential rules still apply – that is the Local Authority like the Police must provide hard evidence of a breach of the Licensing Act and apply it on a case-by-case basis.
59. It is vital that the impact on the NTE is properly considered in these projects, service improvements and other initiatives and the potential they bring is harnessed. If the NTE is fully considered the potential impacts as a result of the developments include:
- A more diverse offer and welcoming city centre for people of all ages and diverse backgrounds and interests, that is accessible to all during the evening and into the night time
 - Promotion of a variety of high quality and sustainable facilities and activities within the city centre in the early evening and late night
 - Facilities and co-ordinated offer that enable a smoother transition between the daytime and night time economy
 - A varied and innovative programme of cultural events that make the most of the city's heritage, environment and diversity
 - Vibrant but safe night life with reduced alcohol related crime.

Vision and Aims

60. The Inquiry Panel believe Southampton's NTE already has a lot of positives to offer and there is currently a huge potential to build on these. However until now the management of the NTE in Southampton has very much focused of addressing crime and disorder. A more holistic approach is needed to improve the NTE and build on the successes in this area. This will be through securing the maximum benefits from the opportunities presented by future developments and service improvements. There needs to a clear vision and ambition to improve. The vision below developed by the Panel is intended to cover the next 10 - 15 years and will only be achieved by joint working between the public and private sectors, led by the Cabinet Member for Economic Development and facilitated by Southampton Partnership.

Southampton will be a regional centre of excellence for evening and night time entertainment, offering a diverse and vibrant choice of activities for all its residents and visitors

61. The following aims underpin the vision and provide the outcomes the panel believe can be achieved.
- To provide a clean, safe, welcoming city centre that is accessible to all during the evening and into the night time

- To offer and promote a variety of high quality and sustainable facilities in clearly defined areas which cluster together similar venues to provide a “mosaic” of different types of experience in different areas
- To move away from a linear, late night drinking culture and create a smoother transition between the daytime and night time economy
- To Make the most of our heritage, environment and diversity to provide a varied and innovative programme of cultural events
- To achieve a balance between protecting the amenities and quality of life of residents living in the city centre and promoting an attractive, vibrant but safe night life
- To complement the city centre offer with improved local night time facilities and offer within district centres with reference to the aims and recommendations of the District Centres Inquiry.

62. The vision, aims and actions identified are strongly linked to the vision set out in the City of Southampton Strategy - to be recognised as the region’s economic social and cultural driver with a varied cultural landscape and innovating and creative leisure opportunities, fine parks and open spaces. In order to improve the NTE to meet this vision, opportunities to reshape planned investment will need to be considered and additional investment may also be required.

Recommendations to the Cabinet Member for Economic Development

63. The Panel have made 10 key recommendations to the Cabinet Member for Economic Development on how the vision and aims can be achieved. These recommendations are set out below:

- a. Nominate a champion/ leader to co-ordinate to promote and build on the NTE vision and aims and implement the quick wins detailed in the report and to seek sustainable funding for this.
- b. Examine the effectiveness of planning policy in establishing hubs, creating attractive public open spaces, pedestrianisation of the city centre to deliver the NTE vision detailed in the report
- c. Examine the use of the licensing policy, the Cumulative Impact Policy and licensing powers to discourage the negative impact of drinking, and protect residents in popular residential zones by working closely with Planners within the planning policy context
- d. Make more use of the history and heritage that Southampton has to offer and opportunities presented by future developments e.g. Watermark West Quay and the Cultural Quarter to improve the evening and night time economy
- e. Target effort and focus to grow the early and mid evening offer, make it pleasant and attractive for all people (e.g. jazz bars and clubs, café culture etc) so that people stay on and come into the city centre in the evening
- f. Agree that the NTE champion/ leader will be a statutory consultee for major projects to ensure they do what they can to enhance their NTE offer
- g. Brand the evening and NTE offer, promote and market it including more high profile events in the city (e.g. Light Nights), lighting up public buildings, to draw more people in to enjoy the city centre offer and link each NTE zone using distinctive pathway, unique identify, lighting, seating, etc
- h. Develop, encourage and promote healthy living initiatives in the NTE and in particular, non alcoholic drinks and promotions, encourage responsible pricing and promotion offers e.g. discounts for non alcoholic drinks and pricing of soft drinks below the price of alcoholic drinks and healthy eating
- i. Develop and promote the overall package offered for the NTE by linking the entertainment offer, public transport, including taxis, parking and encourage branding the City Loop so that it is easier for people to come in and enjoy the NTE zones

- j. Enhance safety and perception of safety in the NTE by improving the provision of public toilets and increasing access to them, extending the ICE Bus and providing a safe place for people who cannot look after themselves.

64. However the impact and contribution of the Night Time Economy extends well beyond the functions of the city council and indeed, the public sector. Therefore, the Panel have made recommendations for the Southampton Partnership and suggested the use of a NTE Scorecard to monitor progress. In addition to the top recommendations outlined above, the Panel have made a series of further recommendation to the each of key Partnerships under the leadership of Southampton Partnership. It is worth noting that given the work that is happening parallel to this inquiry to develop the NTE Action Plan (Crime) the Panel has avoided duplicating recommendations likely to be included in that Plan.

65. Appendix D details these recommendations and links them with the issues they are intended to address and the likely outcomes. They have also been grouped by the Purple Flag scheme areas and includes several quick wins. The Panel feels strongly that each of the suggestions included in the appendix should be implemented as the recommendations are intended to work as a whole to address NTE issues holistically.

Resourcing the Actions

66. The Panel recognise that this is a long term and ambitious plan; however they also feel that in the past the NTE has not been given enough prominence (with the exception of crime and disorder) and resources have reflected this. Whilst several of the actions identified in the Plan can be integrated into existing programmes of work and budget streams (i.e. PFI lighting, City Renaissance Projects, improvements to existing services) there are others that will require varying levels of investment in order to be successful. The Council in conjunction with the Southampton Partnership will need to consider how existing resources can be redirected in order to support the implementation of the Action Plan in its response to this Inquiry report.

67. The Panel also recommends a cost benefit analysis is carried to ascertain the viability of undertaking these improvements as many have to the potential to result in reduced pressure on the Police, council or PCT, increased investment in the City, greater spend in the local economy, an increase in tourism or an improvement in the image of the City. There are also creative ways to fund some of the actions that could be considered such as section 106 monies and joint working with licensees and entertainment venues in the NTE. Additionally external grants and funding sources should be fully explored, particularly in relation to maximising the use of the cultural quarter. The Panel recognise that a lack of baseline data in some of these areas makes it difficult to assess the impact of actions in some areas and therefore further research into the NTE is recommended as an urgent priority.

Measuring the impact of change

68. In order to monitor the success of otherwise of the proposed actions and progress towards the vision, the Panel has developed a NTE Scorecard (Appendix C) which will help measure the impact of change. The Panel recognise that some of the indicators included in the Scorecard currently lack baseline data but there are actions included in the Action Plan which will address this and provide a more comprehensive evidence base.

Conclusion

69. The NTE in Southampton has many examples of best practice and progress is being made in reducing crime and disorder. However, for too long the focus has been on crime and disorder at the expense of considering the NTE in a holistic way. In order for progress to continue and the NTE to benefit from the developments and investments that are currently taking place in Southampton, a broader approach is required.

70. For this to be achieved strong leadership, a clear vision and investment will be required. The benefits to the city of taking such an approach will be far reaching and impact much wider than just the NTE. Moving forward in this way will help realise the vision set out in the City of Southampton Strategy and Southampton will become a regional centre of excellence for evening and night time entertainment, offering a diverse and vibrant choice of activities for all its residents and visitors.

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Terms of Reference and Outline Plan

Terms of Reference: Night Time Economy

1. Scrutiny Inquiry Panel: Environment and Transport
2. Nature of the Inquiry: Full
3. Membership:
 - a. Councillor Thomas (Chair)
 - b. Cllr Drake
 - c. Cllr Galton
 - d. Cllr Payne
 - e. Cllr Odgers
 - f. Cllr Jones
 - g. Cllr Willacy
4. Purpose:
 - a. Exploration of the role of the Night Time Economy (NTE) including the impact of existing and future Council policies and partner relationships in the renaissance of the City Centre and contribution to the local economy.
5. Background:
 - a. Five year strategy and plan on the Southampton Night Time Economy commissioned by the City Centre Management and published in 2001.
 - b. Night Time Zones and Hubs identified by the above strategy have been incorporated into the City of Southampton Local Plan Review.
 - c. Cumulative Impact Policy with regard to licensed premises in the City Centre.
6. Objectives:
 - a. To develop a vision for Southampton's Night Time Economy and how this will be achieved, in light of the examination of the characteristics of the existing Night Time Economy and how this needs to change to encourage a wider range of residents and visitors to participate
 - b. To investigate the impact of Council Policies on night time activity in the following areas and to explore ways of mitigating these:
 - Licensing
 - Anti-Social behaviour
 - Violent crime
 - Community Safety including drug/alcohol abuse and underage drinking
 - Street Cleansing
 - Transport Policy
 - Public realm and Streetscene
 - Leisure and Culture
 - Development Plan
 - Promotion and Marketing of the Night Time Economy
 - Tourism
 - City Centre Management

- c. To assess the potential for the future growth of the Night Time Economy, its contribution to the local economy and its role as an agent for renaissance including identifying external examples of best practice.

7. Methodology and Consultation:

- a. Examination of existing policies and practices regarding the Night Time Economy.
- b. Interviews and discussions with key stakeholders including City Centre Management incorporating the shopping centres and Mayflower Theatre, Police, voluntary sector, universities, business organisations. Licensed Link, Bus and Taxi operators, Southampton Disabled Persons Consultative Group and residents' associations.
- c. Consultation with Cabinet Members, Policy coordinators, Heads of Service and key officers.
- d. Examination of good practise in other cities, e.g. Bristol, Reading, etc

8. Proposed Timetable:

7 meetings: 30th September 2009, 14th October 2009, 4th November 2009, 25th November 2009, 9th December 2009 and 13th January, 2010. All meetings will commence at 4.30pm and will be held in a Civic Centre meeting room.

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DATE	MEETING THEME	TOPIC DETAIL	EVIDENCE PROVIDED BY
30 th September 2009	Introduction to inquiry	Gain an understanding of the policy context within the city and the links to major initiatives, plans and strategies relating to city centre development, culture and safety which have an impact on the night time economy.	<p>Tim Levenson, Head of City Development and Economy and David Geddes, Locum - City Context, related strategies and plans: including the Economic Development Action Plan, Southampton Night Time Economy Strategy 2001 (developed by LOCUM) and Southampton Destination Development Plan (developed by LOCUM).</p> <p>Nick Murphy, Executive Director of Neighbourhoods highlighted the key role of culture in terms of broadening the appeal of the night economy in the city centre.</p>
4 th November 2009	Community Safety, Planning and Licensing	<p>Gather evidence on the impact of the existing policies and practices relating to Crime and Disorder in the Night Time Economy.</p> <p>Gain an understanding of the planning, regulatory and legal context within the city and the links to major plans and strategies which have had an impact on the development of the night time economy in its current form.</p>	<p>Linda Haitana, Safer Communities Manager and Chief Inspector Alison Scott, Hampshire Constabulary on crime and disorder in the Night Time Economy</p> <p>Planning policy: Paul Nichols, Head of Planning and will include the Local Plan which identifies Night Time Zones and planning policies</p> <p>Regulatory context: Richard Ivory, Assistant Solicitor to the Council and will include the Cumulative Impact Policy (of licensing)</p>
25 th November 2009	Street Scene and Health	Gather evidence on the impact of the existing policies and practices relating to the Night Time Economy to analyse the causes for existing problems, in particular health, street scene and city centre management.	<p>Presenters included::</p> <p>Ian Welland, Chair of Streets Ahead Southampton Ltd (City Centre Management Company) re Promotion and Marketing of the Night Time Economy, Tourism and City Centre Management</p> <p>John Horton, Parks and Street Cleansing Manager on the impact that Southampton's Night Time Economy has on the street scene in Southampton</p> <p>The Chair allowed Mr M Moore, East Bassett Residents Association to address the Panel on the concerns of numerous residents</p> <p>Andrew Mortimer Director of Public Health and Dr Nick Sheron, Consultant on the alcohol related impact that existing policies and practices relating to the Night Time Economy have on</p>

DATE	MEETING THEME	TOPIC DETAIL	EVIDENCE PROVIDED BY
			health in Southampton.
9 th December 2009	Transport and the NTE	Gather evidence on the impact of the existing policies and practices relating to transport and the Night Time Economy to analyse the causes for existing problems.	Frank Baxter, Travel and Transport Policy Manager, Mr A Hornby, Blue Star Bus Company and Richard Ivory, Assistant Solicitor to the Council. on the issues relating to the impact of the Night Time Economy (NTE) and transport.
13 th January 2010	Learn from good practice and vision development.	Learn from experiences in other places through desk top research as well as a visit to a city which is recognised for using the Night Time Economy as an agent for renaissance and successfully implementing this vision (e.g. Brighton, Bristol, Nottingham, and Bournemouth). Recap on evidence received and start developing in vision for the NTE.	Cllr Don Thomas, Chair of the Panel on his personal account of the visit to Brighton Mr C Cesar, Night Time Economy Manager , Streets Ahead Southampton Ltd about new initiatives in the City. Royston Smith Cabinet Member for Economic Development and the Dawn Baxendale Assistant Chief Executive (Economic Development and Regeneration) on their views on the NTE in Southampton Suki Sitaram Head of Policy and Improvement , summarising the information and evidence gathered so far and vision development.
3 February 2010	Feedback from key stakeholders	To hear the experiences and idea of key stakeholders in the NTE including residents, students and business .	Councillors Bogle and Parnell, Mr A Kebble, Federation of Southampton Tenants and Residents Association (FOSTARA), Mr R Pitt, Street Pastors Coordinator, Mr T Thorne, Solent University, Ms R Bell, Southampton University, Mr S Ward, Vice President Student Support Solent University Student Union, Mr R Hancock, Public Relations Mayflower Theatre. Mr D Shear, Assistant Manager The Orange Rooms, Mr S Grant, General Manager De Vere Grand Harbour Hotel and Ms S Lynskey, CX Business Southampton.
March 10 2010	Agree final report	Agree recommendations and approve report for submission to Overview and Scrutiny Management Committee	

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Assessment against the NTE Inquiry Plan, 2001

	Action Plan	Responsibility	Indicative Cost	Potential Funding from	Action
1	The Local Plan should demarcate night zones and night corridors to prevent future friction between night activity and residential development.	SCC Planning Policy Department			<i>Principle accepted by Strategic & Economic Development Portfolio 7 Jan 2002.</i>
2	It should also demarcate three night hub areas – a primary hub called “Below Bar” (including Bargate, Upper High Street, East Street and City Plaza) and secondary hubs in the Cultural Quarter and Leisure World.	SCC Planning Policy Department			<i>Addressed in Local Plan Review (2006) CLT15 5.51</i>
3	Upper High Street, Bargate and East Street should be closed to traffic, and restaurants and bars encouraged to spill out on to the pavements, and a Master Plan for its development prepared (inc. landscaping, architectural lighting, transport hubs, development, links with City Plaza etc) Note: Pedestrianisation can be implemented in advance of preparing and implementing the landscaping work and can be done on a trial basis.		£40,000 Masterplan £1-3million Infrastructure	Existing funds, Developers, High Street traders, Heritage Lottery Fund etc	<i>Upper High Street and Bargate closed to traffic in 2005. Landscaping etc awaiting approval of funding as part of QE2 Mile scheme. No start date agreed.</i>
4	Quiet at Night Zones should be created in the Old Town west of the High Street and in the Polygon.	SCC	£100,000		<i>Addressed in Local Plan Review (2006) CLT15 5.52 – 5.54. Strategic & Economic Development Portfolio 7 Jan 2002 did not support blocking of pedestrian routes through the Old Town.</i>
5	Night time users of the city centre should be surveyed to ascertain who they are, where they come from, how they get there and back, what they do, and their opinions of different aspects of the experience.	City Centre Management using Southern Tourist Board	£4,000		<i>No survey of Night Time Users has taken place. Note: the Southern Tourist Board was abolished in 2002 and replaced by Tourism South East. (Source: David Wood Tourism Manager, SCC)</i>
6	Surveys should also be carried out in the proposed Quiet at Night areas to ascertain exactly what the scale and nature of the	SCC using University of Southampton &	£500-£2,500		<i>Unable to identify whether any surveys have taken place.</i>

	Action Plan	Responsibility	Indicative Cost	Potential Funding from	Action
	problems are.	Southampton Institute (now Southampton Solent University)			
7	The University should be encouraged to proceed as soon as possible with their scheme for Night Bus services, and First Southampton should be asked to experiment with the provision of services themselves.	SCC, University of Southampton, First Southampton		Self funding	<p><i>Night Bus services were relaunched in 2006 and are now run by Bluestar to locations across the region including Eastleigh, Hedge End, Millbrook, Shirley, Netley, Bitterne, Thornhill, Waterside and Winchester.</i></p> <p><i>Buses pick up hourly all over the city centre between 12.30am and 3.30am Friday and Saturday and have supervised boarding in Above Bar.</i></p> <p>http://www.southampton.gov.uk/visitors/traveltransport/buses.aspx</p> <p>http://www.bluestarbus.co.uk/routelist_nightstar.shtml</p>
8	A shuttle service, sponsored by commercial beneficiaries, should be introduced between the High Street, Bedford Place and Leisure World, starting with Friday and Saturday nights.	SCC, City Centre Management, First Southampton, Leisure World	£10,000 pa		<i>No action identified.</i>
9	Business Improvement Associations, made up of landlords and tenants and under the ambit of City Centre Management, should be established for Below Bar, the Cultural Quarter and Bedford Place. They should recruit Night Managers and provide them with sufficient operational budget to take measures to improve the security appeal and appearance of the areas at night.	City Centre Management	£50,000pa each		<p><i>A city centre Business Improvement District referendum was unsuccessful in February 2009.</i></p> <p><i>A Night Time Manager was appointed by Streets Ahead Southampton Ltd (City Centre Management) in 2009.</i></p>
10	A Rapid Reaction police unit should be stationed on the High Street and Bedford Place between 10.30pm and 3am on Friday and Saturday nights to provide backup for CCTV and Southampton Licensing Link. Establishments operating at night should contribute to the <i>marginal</i> cost through Club	Hampshire Constabulary	To be established		<p><i>There are currently up to 30 police officers in the High Street/Above Bar/ Bedford Place areas on Friday/Saturday nights.</i></p> <p><i>(Source: Sgt Martin Conlan, Hampshire Constabulary Safer Neighbourhoods team for Southampton City Centre.)</i></p>

	Action Plan	Responsibility	Indicative Cost	Potential Funding from	Action
	Watch or the Below Bar Business Improvement Association.				
11	Security measures should be boldly advertised, especially on the High Street and Bedford Place.	Hampshire Constabulary, Club Watch	£5,000		<i>The above security measures are not advertised by the police.</i>
12	One section of the city should be branded as "Gastronomic Village" or similar. This could be Oxford Street, West Quay Phase 3 or the Cultural Quarter	City Centre Steering Group	£5,000		<i>No action identified.</i>
13	At least two major city centre night events should be planned by City Centre Management: we suggest a German Style Christmas Market on the High Street, and a mid summer evening music festival.	City Centre Management, City Council	£50,000 each	Sponsorship, exhibitor fees, Arts Council	<i>A German Style Christmas Market has been running on Above Bar pedestrian precinct since 2004, however this is mainly a day time event. It is open into the evening during December but is not a late night venue. Music events, under the banner of Emerging Artistic Talent and Music in the City, were held 29 April- 1 May and on 6 August 2006 which included evening performances.</i>

NTE Scorecard

<p>Policy/Partnership</p> <ul style="list-style-type: none"> • Shared action plan and accountability • Check list for developments and plans to take into account the positive or negative impact the NTE • Continuous improvement in the NTE with a view to securing a purple flag in the medium term • Consistent understanding of the City Centre NTE area allowing for data comparisons • A mature dialogue with stakeholder groups including those who would go out more if the offer was improved and those concerned with the impact of the NTE 	
<p>Place</p> <ul style="list-style-type: none"> • Clearly defined and well communicated distinctive areas of the city • Improvement in perception • Reduction in fear of crime at night time • Provision of public toilets • Reduction in proportion of vertical drinking establishments • Clean and well maintained streets at night 	<p>Appeal</p> <ul style="list-style-type: none"> • Increase in diversity of venues other than vertical drinking establishments • Creative use of public buildings to extend the offer • Increased arts and culture activities and events • More use of open space for public events • An increase in visitor numbers both from within and outside Southampton and the retention of more cruise ship passengers in the city for overnight visits • Increase in diversity of people using the NTE • Reduction in the % of residents who identify more activities for teenagers as an improvement area in the Place Survey
<p>Movement</p> <ul style="list-style-type: none"> • Live time information in venues across the city centre • Co-ordinated transport links • Convenient and efficient means of arrival and departure, including at peak times. • Entertainment offer which includes parking, transport, theatre/cinema and dining • Improved signage from and between key points 	<p>Safety/Well Being</p> <ul style="list-style-type: none"> • Reduced levels of alcohol and drug-related crime, noise, nuisance and anti-social behaviour. • A reduction in alcohol-related hospital admissions. • Improvement in perception of safety after dark • Reduction in percentage of offences that are linked to licensed premises • Reduction in the percentage of Criminal Damage offences that occur in the Bedford Place and Polygon • Absence of street fouling

Recommended Draft Action Plan for Southampton Partnership

Key: P: Policy; PI: Place; A: Appeal; WB: Well Being; M: Movement; Bold Italics: Quick Wins

Purple Flag Category	Issues	Actions	Outcomes
Economy and Enterprise Board			
P	<ul style="list-style-type: none"> NTE needs to be more mainstreamed into the policies and plans of council and partners Need a broader approach to managing the NTE which has a strategic remit and is wider than just crime and alcohol The improvement and diversification of the NTE needs stronger leadership and profile Lack of an holistic experience in the NTE 	<ul style="list-style-type: none"> <i>Introduce a cross cutting partnership NTE Delivery Board led by Streets Ahead</i> Develop a joint NTE strategy with the NTE action plan integrated and that links to and influences other key council strategies. The communication of the new strategy to all stakeholders will need to be a priority in order to raise the profile of the vision for the NTE. Consider a conference for all local stakeholders. Closer partnership between Planning and Licensing Ensure impacts on the NTE are considered for all new policies and projects - see checklist 	<ul style="list-style-type: none"> A coherent and joined up approach to the whole of the Night Time Economy Continuous improvement in the NTE with a view to securing a purple flag in the medium term Added value through collaboration, avoidance of policies cancelling each other out. Champions committed to the vision for the NTE and its achievement
P, M	<ul style="list-style-type: none"> Lack of knowledge and data about the NTE – including perceptions of users and non users, information about late night travel flows, market analysis. 	<ul style="list-style-type: none"> Undertake detailed research/consultation to better understand the NTE Need to define and align boundaries for NTE. City Centre plan needs to ensure it includes leisure world/Bedford place/London road/ocean village and town quay. Need to consider Portswood and Bevois Valley – should they be included? Introduce an annual NTE scorecard, possibly integrated into the city health check which should be expanded to include the NTE. Local Economic Assessment – need to ensure NTE is included 	<ul style="list-style-type: none"> Focused intervention based on good data Consistent understanding of the City Centre NTE area allowing for data comparisons Policy making informed by relevant research Understanding of market opportunities A mature dialogue with stakeholder groups including those who would go out more if the offer was improved and those concerned with the impact of the NTE
P, A, WB, PL	<ul style="list-style-type: none"> Over domination of vertical drinking establishments 	<ul style="list-style-type: none"> <i>Facilitate a Café culture with more use of street tables and chairs</i> 	<ul style="list-style-type: none"> Increase in the number of people using the city centre on Fri/Sat nights from c.28,000 in 2009 and increasing the proportion of local residents from two

Purple Flag Category	Issues	Actions	Outcomes
	<ul style="list-style-type: none"> • Areas with a high concentration of bars and clubs • Lack of diversity of offer to attract visitors with different interests and at different times in the day, evening and night • Limited choice and diversity of food and dining for families, old and young • More imaginative and creative use of developments and street furniture/ arts to enhance the public realm and offer at night needed 	<ul style="list-style-type: none"> • Review the NTE zones and facilitate an approach which creates distinctive areas of the city (e.g. cultural zone, restaurant zone, bars/clubs zone) • Encourage through planning and licensing food and drink establishments that are more diverse and attract a wider clientele e.g. family-friendly, serve the incomers for the Mayflower Theatre, attract the after work crowd, appeal to older NTE users/potential users. • Alternate uses for empty shops and shop windows – i.e. cover with quality images, offer to universities, local artists for exhibits. • Need to improve pedestrian routes and lighting between Old Town and Oxford Street so that proposed developments link with Oxford Street • Ensure appropriate engagement with and encouragement to developers regarding the NTE offer including development of a checklist to ensure impacts on the NTE are considered 	<p>thirds</p> <ul style="list-style-type: none"> • An increase in visitor numbers both from within and outside Southampton and the retention of more cruise ship passengers in the city for overnight visits • Existing offer to be complemented by a diverse range of non alcoholic and dining offer attracting families, older people etc • An increase in the number of people who feel safe in the city centre after dark
WB	<ul style="list-style-type: none"> • Lack of public toilets and resulting problem of urinating in alley ways, doorways and parks. High numbers. Women in the parks. Environmental Health / personal safety. 	<ul style="list-style-type: none"> • <i>Facilities in pubs and clubs (particularly toilets) in the area should be maintained to a good standard to encourage customers to use them before they leave – regular environmental health inspections</i> • Undertake detailed assessment of options for addressing toilet shortages (including s106 agreements, consortia funding, portable facilities, public toilet scheme and pop up facilities) 	<ul style="list-style-type: none"> • Reduction in public urination • Increased safety of women as a result of not putting themselves at risk.
WB	<ul style="list-style-type: none"> • Litter associated with late night take-aways 	<ul style="list-style-type: none"> • Introduction of Street Litter Control Notices for take-aways that persistently have a problem with litter on and near their forecourts 	<ul style="list-style-type: none"> • Clean and well maintained streets at night
Safe City Partnership			
WB	<ul style="list-style-type: none"> • Alcohol related crime, ASB and other safety related issues 	<ul style="list-style-type: none"> • Delivery of the NTE Operational Action Plan • Collect and share information on the hard core 	<ul style="list-style-type: none"> • Reduction in crime and disorder • An increase in the number of people who feel safe in

Purple Flag Category	Issues	Actions	Outcomes
	<ul style="list-style-type: none"> • Visible police presence – currently not consistent i.e. observed lots of police early on Friday evenings very few on Tuesday student nights • Perception of the town centre at night not consistent with the reality • Preloading 	<p>offenders of alcohol abuse</p> <ul style="list-style-type: none"> • Review the application of the Designated Public Place Order to ensure sufficient publication and enforcement. • Make a case to the relevant departments and GOSE about the importance of introducing alcohol minimum pricing legislation is also applied to the retail trade. 	<p>the city centre after dark</p> <ul style="list-style-type: none"> • Decrease in the percentage of local residents who perceive drunk and rowdy behaviour as a problem from 23% in 2009. • Reduction in alcohol related emergency hospital admissions
WB, A	<ul style="list-style-type: none"> • Areas with a high concentration of bars and clubs • Alcohol related crime, ASB and other safety related issues • Cheap drinks promotions • Glass bottles,(but saw several door staff/managers picking up glass as do street pastors) and broken glass on roads (taxi's driving over) 	<ul style="list-style-type: none"> • Use licensing powers to limit or remove licenses of premises where drink-related violence most occurs • Ensure opportunities provided by future changes to the Licensing Act are used creatively, • Polycarbonate glasses for all late license venues and those within the night time hubs to be a license condition 	<ul style="list-style-type: none"> • Reduction in crime and disorder • Reduction in alcohol related emergency hospital admissions • Clean and well maintained streets at night • Reduction in glass related injuries.
M, WB	<ul style="list-style-type: none"> • Attractions are dispersed over a large geographical area without the connectivity to arrival points being clear • Poor pedestrian routes in some areas need increased lighting • Poor lighting in some areas • Dangerous proximity of drinkers to cars around Bedford Place, Carlton Place area. • Need to create links between the theatre offer, shopping, dining out etc with links to parking offer, public transport etc 	<ul style="list-style-type: none"> • <i>Alteration of parking policy so that people need not leave the theatre/dinner to top up their parking ticket</i> • Extend taxi marshals where viable in hotspots • Ensure the additional street lighting provided by the lighting PFI is used to improve poorly lit pedestrian routes in and around the city centre • Enable other safe and fun ways of getting around the city that would connect it up better at night-time, e.g. NTE bus between different bits of city (Leisure World, High St, Bedford Place, Oxford St, Ocean Village), rickshaws, • Carry out a study as to the benefits of pedestrianising the area around Bedford Place on Student Night and the weekend nights. 	<ul style="list-style-type: none"> • An increase in safer routes home • Avoidance of 'no go areas' after dark • Creation of a safe pedestrian environment including outside busy venues at peak times • Reduction in crime and disorder

Purple Flag Category	Issues	Actions	Outcomes
		<ul style="list-style-type: none"> Review the effects of the introduction of night-time parking charges on the NTE 	
WB	<ul style="list-style-type: none"> Problems with licensing link radio – the current system does not make it easy to obtain one (licensees need to sign up and then buy own radio rather than a single process) 	<ul style="list-style-type: none"> Wider role out of Licensing link in the city centre– better promotion, dedicated website, easier to obtain a radio, include as criteria in Best Bar None 	<ul style="list-style-type: none"> Increased collaborative working Reduction in crime and disorder Reduction in hospital admissions
WB	<ul style="list-style-type: none"> Noise created by people leaving the NTE disturbing local residents 	<ul style="list-style-type: none"> Engagement with residents living in the areas most affected in order to establish the scale of the problem. Introduction of 'quiet zones' in areas most affected 	<ul style="list-style-type: none"> Decrease in the percentage of local residents who perceive drunk and rowdy behaviour as a problem from 23% in 2009. Reduction in crime and disorder
Children and Young People's Trust			
P, A	<ul style="list-style-type: none"> Lack of knowledge and data about the NTE – what families and young people like and would like introduced Little for under 18s to do in the city centre in the evening 	<ul style="list-style-type: none"> Carry out research with children and young people into their aspirations for the evening and NTE economy and the cultural quarter Research with families into their perceptions and desires for the NTE 	<ul style="list-style-type: none"> Increase in diversity of young people using the NTE Reduction in the % of residents who identify More activities for teenagers as an improvement area in the Place Survey
Health and Well Being Partnership			
WB	<ul style="list-style-type: none"> Alcohol related crime, ASB and other safety related issues Awareness raising of alcohol harm 	<ul style="list-style-type: none"> Build on drug and alcohol awareness campaigns Facilitate the introduction of promotions for non alcoholic drinks e.g. buy alcohol get non alcoholic drink free, drivers get free drinks etc 	<ul style="list-style-type: none"> Reduction in crime and disorder Reduction in alcohol related hospital admissions
A, WB	<ul style="list-style-type: none"> Lack of knowledge and data about the NTE 	<ul style="list-style-type: none"> Carry out research on indentifying and reducing inequalities in the NTE and encouraging more involvement from under represented groups (i.e. disability, religion, sexuality) 	<ul style="list-style-type: none"> Increase in diversity of People using the NTE
City Branding Group			

Purple Flag Category	Issues	Actions	Outcomes
M, M, PL	<ul style="list-style-type: none"> Attractions are dispersed over a large geographical area without the connectivity to arrival points being clear Lack of visible signs way marking and interpretation, and poor clarity of the links between pedestrian routes and transport hubs, for the whole city centre Need to create links between the theatre offer, shopping, dining out etc with links to parking offer, public transport 	<ul style="list-style-type: none"> Improved signage. Introduce r electronic signs (like in European cities) that show what's going on and how to get there (perhaps interactive) throughout the city centre. Explore the use of human signage for key events. Live travel information available in key venues 	<ul style="list-style-type: none"> An increase in safer routes home On street guidance and co-ordination Integration of modes of movement and communication leading to increased appeal and safety.
A, WB	<ul style="list-style-type: none"> Perception of the town centre at night not consistent with the reality Make more of our heritage 	<ul style="list-style-type: none"> PR and promotion of alternative side of city, e.g. 3rd biggest theatre, heritage, sports and leisure, waterfront activities - (link up with Southampton Partnership plans) Work with partners to market Southampton as an exciting evening and night time destination and increase cross-promotional work with neighbouring authorities A campaign to showcase the NTE to coincide with the cultural quarter launch Publicity – introduce a what's on guide and restaurant guide Targeted marketing of events – ensure mosaic knowledge is used to reach target audiences. e.g. vaults wine tasting. 	<ul style="list-style-type: none"> An increase in visitor numbers both from within and outside Southampton and the retention of more cruise ship passengers in the city for overnight visits An increase in the number of people who feel safe in the city centre after dark Decrease in the percentage of local residents who perceive drunk and rowdy behaviour as a problem from 23% in 2009. Increase in diversity of people using the NTE
WB	<ul style="list-style-type: none"> Perception of the town centre at night not consistent with the reality 	<ul style="list-style-type: none"> Improve consultation and communication with residents and visitors over the NTE. Article in City View on new initiatives – asb/violent crime figures going down 	<ul style="list-style-type: none"> An increase in the number of people who feel safe in the city centre after dark Decrease in the percentage of local residents who perceive drunk and rowdy behaviour as a problem from 23% in 2009. Increase in diversity of people using the NTE

Purple Flag Category	Issues	Actions	Outcomes
			<ul style="list-style-type: none"> • An increase in visitor numbers both from within and outside Southampton and the retention of more cruise ship passengers in the city for overnight visits • A mature dialogue with stakeholder groups including those who would go out more if the offer was improved and those concerned with the impact of the NTE
SHAPe			
A, PL	<ul style="list-style-type: none"> • Opening hours of Public buildings is traditional - museums, art galleries, library, heritage sites are not open later in the evening • Need greater use of parks and other public open spaces for attracting city centre workers and visitors to stay on after 5 pm • Use of events and cultural activities to attract the public after hours • Need to make more of our heritage • Lack of evening live entertainment in non traditional venues (e.g. civic centre, church halls etc) • Lack of diversity of offer to attract visitors with different interests and at different times in the day, evening and night 	<ul style="list-style-type: none"> • <i>Need to ensure events including the events planned for this year in the old town and guildhall square do not finish too early and encourage people to stay and enjoy the NTE</i> • Events by water in Mayflower Park and Ocean Village that attract families and a mix of people - can link in to maritime heritage from Mayflower to Titanic to Olympic themes or link in with cruise ship arrivals on a more organised basis • Put on open air arts-related events in Guildhall Square to encourage people to think of the area as an Arts Quarter over the next few years as it changes, e.g. fireworks, son et lumiere, cinema, night-time food market, open-air theatre and performance, musical events - get sponsorship from local business • Open up the Art Gallery till 10pm at weekends or trial it Friday or Saturday night with the cafe open more like a restaurant • Look at how public spaces can be used for evening and night time entertainment • Establish an annual night time festival along the lines of white nights etc. This could be timed to co-inside with the Boat Show. 	<ul style="list-style-type: none"> • More arts and culture events and an increased focus on promoting the history and heritage of the City • An increase in visitor numbers both from within and outside Southampton and the retention of more cruise ship passengers in the city for overnight visits • Increase in diversity of people using the NTE • An increase in the number of people who feel safe in the city centre after dark

Purple Flag Category	Issues	Actions	Outcomes
A, PL	<ul style="list-style-type: none"> • Over domination of vertical drinking establishments • Areas with a high concentration of bars and clubs • Lack of diversity of offer to attract visitors with different interests and at different times in the day, evening and night • Limited choice and diversity of food and dining for families, old and young • More imaginative and creative use of developments and street furniture/ arts to enhance the public realm and offer at night needed 	<ul style="list-style-type: none"> • Ensure the NTE is a consideration in the development of the old town and how arts and culture can be used to regeneration the area 	<ul style="list-style-type: none"> • Existing offer to be complemented by a diverse range of non alcoholic and dinning offer attracting families, older people etc
A	<ul style="list-style-type: none"> • Lack of diversity of offer to attract visitors with different interests and at different times in the day, evening and night • Need greater use of parks and other public open spaces for attracting city centre workers and visitors to stay on after 5 pm 	<ul style="list-style-type: none"> • Explore with LOCOG the possibility of securing a BBC big screen for Guildhall Square 	<ul style="list-style-type: none"> • An increase in visitor numbers both from within and outside Southampton and the retention of more cruise ship passengers in the city for overnight visits • Increase in diversity of people using the NTE
Later Years Partnership			
P, A	<ul style="list-style-type: none"> • Lack of knowledge and data about the NTE – what older people like and would like introduced • Little for under 18 s to do in the city centre in the evening 	<ul style="list-style-type: none"> • Engagement with older people regarding the NTE 	<ul style="list-style-type: none"> • Increase in diversity of people using the NTE

Appendix E

Summary of evidence: Key statistics quoted by people making submissions

Statistic	Source	Comment
There are 859 licensed premises in the city, 408 in the city centre	Richard Ivory, Assistant Solicitor to the Council	Might be useful to categorise them and map them to show clusters.
Capacity of licensed establishments is c.30,000-35,000. Oceana (capacity 4,000) is the largest club on the South Coast.	Linda Haitana, Safe City Partnership	Could perhaps be usefully be broken down by zone.
"Ballpark estimate" that c.28,000 people use the city centre on Fri/Sat nights.	Safe City Partnership	
Two thirds estimated to be Southampton residents - based on Emergency Dept postcode data and a small survey in 2008.	Safe City Partnership	This implies c.9-11,000 people from outside the city on Fri/Sat nights, perhaps suggesting c.£300,000 is spent by people from outside the city every Fri and Sat night
Most bars and clubs stay open to 3 a.m. There are no 24 hours premises in Southampton and only a very small number open to 04:00 or 04:30.	Safe City Partnership	
Violent crime is 23% of all crime in Southampton. A quarter of all recorded incidents of violent crime occur on a Friday and Saturday night in the city centre. Violence offences peak in line with peak night economy operating and closing times (23:00 to 03:00).	Safe City Partnership	It is unclear what the nature of the crime is and exactly how it is stimulated by the night economy.
Error! Reference source not found. shows where violent offences took place. Tagging on Police systems show that 62% of offences are linked to licensed premises.	Safe City Partnership	
Criminal Damage offences correlate with pub and club closing times. In Apr-Jun 2009, more than 50% of 115 criminal damage offences were in Bedford Place and Polygon area.	Safe City Partnership	As with other evidence provided to the Panel, this points to the need for a most rigorous management regime in Bedford Place/Polygon.
Local use of IonTrak a device to detect traces of drugs from customers entering a licensed premise found comparatively low levels of drugs in the NTE in Southampton.	Safe City Partnership	The Panel has had little information on drug use.
Local hospital admissions to the Emergency Department as a result of assault in the city centre between the hours of 18:00 and 09:00 are around 1,100 per annum, with a big concentration on weekends. Alcohol is a contributing factor in 84% of cases	Safe City Partnership	
Southampton Emergency Department Admissions – 3,976 admissions alcohol-related 9.4% of total. c.1,300 male 15-34, female c.750. c.650 admissions, 58 to intensive care.	Dr Andrew Mortimore, Director of Public Health	Not clear how much of this is directly attributable to the night economy, however, as opposed to alcohol intake elsewhere.

Statistic	Source	Comment
Emergency Dept data for assaults (total 290 May-July 2009) –dominated by those induced by alcohol and taking place at the weekend.	Director of Public Health	
Injuries from the night economy account for 71% of Emergency Department admissions requiring immediate transport by ambulance coming from the NTE area	Safe City Partnership	Not clear if this is only during night economy or only Friday and Saturday.
Latest Home Office data on Crimes per 1,000 residents (01 Jun 09 to 31 Aug 09) for Violence Against the Person (VAP) ranks Southampton 14th out of 15 in the Most Similar Group. VAP per 1,000 residents in that group ranged from Greater Manchester with 2,989 through to Cardiff with 5,115, Portsmouth with 6,751, Bristol 7,691 to Southampton 8,573 and Blackpool 8,843. Similarly Criminal Damage in the city (often used as a proxy measure for ASB) is also comparatively high.	Safe City Partnership	
c.17 incidents per week of drunken pedestrians on streets, 7 on Saturday night. 14 under age 30.	Frank Baxter	Source, area and period covered unclear.
About 6 incidents of drunk driving in the city centre per week, most under the age of 30.	Frank Baxter	Ditto
Recent Place Survey: only 23% of local residents thought the Police and Council are tackling crime and anti-social behaviour and perceptions of drunk and rowdy behaviour as a problem also featured as a big concern for local people.	Safe City Partnership	
Median intake by Southampton University Students on a night out – 20 units male, 13 units female.	Director of Public Health	

Agenda Item 8

ITEM NO:8

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	OVERVIEW AND SCRUTINY DRAFT ANNUAL REPORT 2009/10		
DATE OF DECISION:	22 APRIL 2010		
REPORT OF:	HEAD OF POLICY AND IMPROVEMENT		
AUTHOR:	Name:	Suki Sitaram	Tel: 023 8083 2060
	E-mail:	Suki.sitaram@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

None

SUMMARY

A draft of the Overview and Scrutiny Annual Report is attached for the Committee to comment on prior to submission to the Annual Meeting of the Council.

RECOMMENDATIONS:

- (i) That the Committee comments on the draft Annual Report attached at Appendix 1.

REASONS FOR REPORT RECOMMENDATIONS

1. It is a constitutional requirement to submit a report to Council on an annual basis, outlining key overview and scrutiny activities that have taken place in the preceding year.

CONSULTATION

2. The Committee is being consulted on the content of the draft document prior to its finalisation and submission to Council in May. Scrutiny Panel Chairs and the Chair of this Committee have been consulted on relevant aspects of the attached draft Annual Report.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3. None.

DETAIL

4. Paragraph 2.2.7 of the Overview and Scrutiny Procedure Rules in Part 4 of the Council constitution requires the Overview and Scrutiny Management Committee to submit an annual report to full Council. This enables all Members to receive a summary of the key scrutiny activities that have taken place during the year.
5. A draft report is attached at Appendix 1. Members are invited to comment on the draft document and to identify any additional issues they would wish to see highlighted in the report.

FINANCIAL/RESOURCE IMPLICATIONS

Capital

6. None.

Revenue

7. None

Property

8. None.

Other

9. None.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

10. The duty to undertake overview and scrutiny is set out in the Local Government Act 2000 and the Local Government and Public Involvement in Health Act 2007.

Other Legal Implications:

11. None.

POLICY FRAMEWORK IMPLICATIONS

12. None.

SUPPORTING DOCUMENTATION

Appendices

1.	Draft Overview and Scrutiny Annual Report 2009/10
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Documents In Members' Rooms

	None
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Background Documents

Title of Background Paper(s)

Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

	None.	
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Background documents available for inspection at: N/A

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	Not applicable
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SOUTHAMPTON CITY COUNCIL

OVERVIEW & SCRUTINY ANNUAL REPORT 2009/10



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Chair's Introduction

Councillor Simon Letts

Chair of Overview & Scrutiny Management Committee



"During 2009-10 Southampton's Overview & Scrutiny Management and Scrutiny Panels have continued to hold the Executive to account, scrutinised the work of the Safe City Partnership and health agencies in the City and completed Scrutiny Inquiries into a range of issues to inform council policies and actions to improve outcomes and provide value for money. During the year, the Committee has also considered a Councillor Call for Action resulting in the Council reviewing its approach. The work programme of the Committee and Scrutiny Panels is being reviewed in light of the Council decision to reduce the number of Panels from 5 to 3.

My thanks to Members of the Overview and Scrutiny Management Committee, Chairs and members of the Scrutiny Panels, Officers, Partners and others who gave evidence to the Inquiry Panels, for their valuable contribution.

This has been another busy year for Scrutiny both for the Overview and Scrutiny Management Committee and the Inquiry Panels and a number of excellent pieces of work have been produced. These are detailed in the report that follows.

The Overview and Scrutiny Management Committee have now settled into a steady routine of Executive Decision Scrutiny. We have continued to encourage members of the community to attend where controversial decisions are being actively opposed by the public. We have developed agreed procedures for looking at performance and have looked in detail at all indicators which are under-performing and showing no signs of improvement. We have used the 'new' Councillor Call for Action on the issue of Itchen Bridge Tolls and I would encourage other members to use this mechanism to demand action on other issues of local concern to them.

We have used our power of 'Call In' sparingly this year which I suspect demonstrates two things. Firstly that virtually all decisions the Executive take are 'non party political' and also the tendency of the current administration to back pedal as soon as an issue looks controversial.

Next year we have re-established the principle of regular meetings for our Inquiry Panels which I hope will help Members manage their diaries. Alas, due to budget cuts we will be reducing the amount of Scrutiny we undertake but I hope that we can keep the quality of the work as high as this year."

Cllr Simon Letts (Chair of Overview and Scrutiny Management Committee)

Overview & Scrutiny Management Committee Membership:

Councillor Michael Ball

Councillor Stephen Barnes-Andrews

Councillor Jill Baston

Councillor Edwina Cooke

Councillor Gavin Dick

Councillor Gerry Drake

Councillor Simon Letts

Councillor Linda Norris

Councillor Steve Sollitt

Councillor Richard Williams

Appointed Members:

John Bettridge, Parent Governor Representative

Mrs Mandy Bishop, Parent Governor Representative

Tony Blackshaw, Church Representative

Mrs Urzula Topp, Church Representative

2009/10 Achievements

The achievements in 2009/10 have included Inquiries which will inform future strategies and policies of the council and scrutinising key issues which have an impact on the quality of life of residents. This comprises:

- completion of NEETs and Crime & Disorder / Absence inquiries from 2008/09
- completion of Full inquiries on: Night Time Economy
 District Centres
 Domestic Violence
- completion of Mini Inquiries on: Children's Annual Performance Assessment
 Enforcement
- commencement of a Full Inquiry on Obesity which will be completed by May 2010
- scrutinising the work of the Safe City Partnership and health agencies in the city by the Safer Communities Scrutiny Panel and the Healthy City Scrutiny Panel
- Call-In of 2 decisions relating to Bitterne Park School in October 2009 and Sports & Recreation Partnership in March 2010
- consideration of a Councillor Call for Action about tolls for Motorcycles on the Itchen bridge which led to the Cabinet decision 'To approve the introduction of a scheme to offer a 'toll-free' concession at the Itchen Bridge to motorcyclists who reside within the City'
- regular monitoring of performance and financial management of the Council
- agreement with the Chair of the Local Safeguard Children Board to attend quarterly performance monitoring meetings of the Overview and Scrutiny Committee to facilitate the review of the Board's Business Plan and Annual Report and to enable safeguarding or child protection issues to be raised with Members and key delivery partners throughout the year.

The Purpose and Functions of Overview & Scrutiny

Decision making context

The **Full Council** of 48 councillors decides the Council's overall policies and set the Budget each year.

The **Executive** (Cabinet) is the part of the Council which is responsible for most day-to-day decisions. The Executive is made up of an Elected Leader and a Cabinet of Councillors. The Executive has to make decisions which are in line with the Council's overall policies and Budget.

The **Scrutiny** function helps to improve the way that the council does its work and to make sure it gets its decisions and policies right. They assess what impact the Executive's policies and plans will have on the city and its residents.

Scrutiny is a process for

- Holding the Executive, chief officers and senior members of staff to account for the discharge of its functions by examining, challenging and, if necessary requesting changes to Executive Decisions made but not yet implemented.
- Scrutinising and reviewing policies and practices within a cross-service remit, assisting in the development of such policies and practices and Scrutinising policy outcomes – e.g. the implementation of strategic priorities
- Reviewing decisions and policies made by the Executive and considering whether they are right for the city
- Assessing the council's performance against its planned targets and monitoring critical success factors
- Reviewing the work of other partnerships and public sector organisations in the city, particularly the Safe City Partnership and health agencies.
- Championing issues of local concern to residents and contribute to the policy development and service improvement.

Overview & Scrutiny Management Committee

The Overview and Scrutiny Management Committee is a parent committee that manages the overview and scrutiny process and meets on a monthly basis. The membership for Overview & Scrutiny Management Committee is appointed for the municipal year at the Annual Council meeting in May.

There are a number of Scrutiny Panels which support the work of the Executive and the Council as a whole. These Panels carry out an annual work programme of Scrutiny Inquiries approved by the Overview and Scrutiny Management Committee. These arrangements allow citizens to have a greater say in Council matters by holding public inquiries into matters of local concern.

These Inquiries lead to reports and recommendations which advise the Executive and the Council as a whole on its policies, Budget and service delivery. Overview and Scrutiny Committees also monitor the decisions of the Executive. They can 'Call-In' a decision which has been made by the Executive but not yet implemented. This enables them to consider whether the decision is appropriate.

Councillor Call for Action - enables all councillors to refer single ward issues, or 'Local Government matters', to Overview & Scrutiny Committees.

Scrutiny Panels

- Children & Young People
- Economic Well Being
- Environment & Sustainability
- Healthy City
- Safer Communities

Children & Young People Scrutiny Panel



Councillor Daniel Fitzhenry
Chair of Children & Young People Scrutiny Panel

Panel Members

Councillor Beckett
Councillor Damani
Councillor Fitzgerald

Councillor Jones
Councillor Odgers
Councillor Stevens

Appointed Members

John Bettridge, (Secondary Parent Governors)
Tony Blackshaw, (Church of England)
Mrs Urzula Topp, (Roman Catholic Church)

During 2009/10 the Children & Young People Scrutiny Panel undertook a Mini Inquiry on the Children's Annual Performance Assessment (APA). The 2008 Ofsted APA for Southampton judged the services delivered to children and young people as 'adequate' (APA Grade 2).

The APA identified 23 strengths and 22 "important weaknesses and areas for development". To ensure that the Ofsted judgement returns to 'good' in 2010, Southampton City Council and the Children and Young People's Trust produced a 2 year Action Plan that detailed how improvements will be achieved in each of the 22 weaknesses and areas for development identified in the Children's APA.



The Children and Young People's Scrutiny Panel undertook a Mini Inquiry in July and August 2009 to examine if, amongst other objectives, the actions in the action plan are appropriate, achievable and will deliver the necessary improvements to overcome the weaknesses identified.

Discussions with the officers, and the endorsement from both the Government Office for the South East and the Children and Young People's Trust, gave the Scrutiny Panel confidence that the Southampton APA Action Plan was appropriate and demonstrated sign up from key partners and partnerships. However, the Children and Young People Scrutiny Panel agreed 7 recommendations that the Panel believe would contribute to improved outcomes for Children and Young People in Southampton.

Inquiry recommendations:

1. To raise the aspirations of children and young people in Southampton it is recommended that partners from the Children and Young People's Trust develop ways of identifying and promoting the achievements of "successful" young people from Southampton so that they can act as role models to children and young people.
2. To support the drive to further improve school leaders and teachers within schools in Southampton long-term funding should be identified to support initiatives detailed in the APA Action Plan designed to recruit, develop, promote and appoint strong school leaders and teachers in Southampton.

3. To improve data collection and how effectively data is used to help support performance improvement it is recommended that:
 - a. In the short term the City Council and Children and Young People's Trust partners maximise the use of current corporate performance management systems with a view to improving integration with performance management systems used by the council and key partners.
 - b. The Children's Services and Learning Directorate rationalises performance data to ensure that the information obtained is appropriate and relevant.

4. To improve the ability to track the development of children and young people in Southampton it is recommended that:
 - a. NHS Southampton City undertakes regular health checks on children and young people in the City as they grow older, and shares appropriate information with Children and Young People's Trust partners through the use of the Council's performance management system.
 - b. Southampton City Council works with secondary schools in the City to encourage the use of best practice with regards to using data to identify the development of children and young people during their school career.
 - c. The City Council, in conjunction with Children and Young People's Trust partners, collects and reviews the information available on the property type that children live in (property type, tenure and ward area) to enable analysis to be undertaken of the relationship between housing, health and well-being and academic attainment. This analysis can then inform the actions needed to improve outcomes for children and young people in Southampton.

5. That Cabinet works with the Children and Young People's Trust to identify further opportunities to develop the co-ordination of services delivered to children and young people to ensure that all relevant services are focussed on improving outcomes identified in Every Child Matters.

6. That Southampton City Council's Executive congratulates:
 - a. Employees responsible for the improvements in outcomes for children and young people in Southampton for their efforts and achievements.
 - b. Children and Young People in Southampton for their achievements.

7. That Cabinet forwards this report to the Children and Young People's Trust and appropriate partnerships to facilitate collective ownership of the issues identified within this report.



Cabinet Response

In January 2010 all recommendations were accepted by Cabinet and the recommendations will be or have been implemented.

Economic Well Being Scrutiny Panel



Councillor Michael Ball
Chair of Economic Well Being Scrutiny Panel

Panel Members:

Councillor Bogle(Vice Chair)	Councillor Osmond
Councillor Burke	Councillor Sollitt
Councillor Fuller	Councillor Wells

During 2009/10 the Economic Well Being Scrutiny Panel conducted 2 inquiries: NEETs (Not in Education, Employment and Training) and District Centres. The Terms of Reference were agreed and set by the Overview and Scrutiny Management Committee (OSMC). I would like to thank the hard work of Council Officers, Members and others providing evidence to the Panel.

NEETs

The Panel undertook the inquiry to address the issue of the higher than national average number of young people Not in Education, Employment or Training in Southampton. Reducing young people who are NEET is a strategic objective of the Southampton Partnership and the Local Area Agreement Stretch Target.

The inquiry was held over 8 meetings between January and June 2009 and also consulted with young people outside of the formal committee timetable to take account of the views of the vulnerable young people, who either have become NEET or are at risk of becoming NEET.

The Panel found that the causes and consequences of becoming NEET were extremely complex. Due to the time constraints the focus was on how to better co-ordinate service provision, rather than assess all the underlying factors associated with being NEET.

The 34 recommendations set out themed actions to address the many areas of concern.

The inquiry generated a number of recommendations relating to the following areas:

- Partnership working
- Strategic leadership and Organisational change
- Prevention and retention
- Process change
- Data
- Best Practice
- Safe Environment

In July 2009 the OSMC accepted the report and made one additional recommendation to explore the possibilities of using the “Future Jobs Funds” to develop apprenticeship schemes tailored towards the NEET groups. In September 2009 Cabinet reported back to the OSMC, accepting the majority of the recommendations, with the main exception of item 4 – which recommended that Economic Development take a strategic lead in co-ordinating NEETs. We were pleased that despite the worsening economic climate and declining job opportunities for young people, some of the indicators have been encouraging with more uptakes of higher education training courses.

District Centres

The Panel undertook the inquiry into Southampton's town and four district centres. The focus of the inquiry has been to develop recommendations that protect and enhance their prosperity.

The inquiry was held over 7 meetings between September 2009 and January 2010. The Panel invited a wide range of interested parties from Cabinet Members, Council Officers, experts on town centre management, ward councillors and local traders/residents.

Southampton's main city-wide planning document, the Core Strategy, identifies that Southampton has 1 town centre, Shirley, and 4 district centres, Bitterne, Lordshill, Portswood and Woolston. The Panel found that our centres are very diverse and face differing challenges.



The Scrutiny Panel concluded that Southampton's town and district centres perform a valuable role as centres of retail, services and as a community focus, and whilst the Scrutiny Panel understand that the City Centre will be the focus for much of the planned development in the City, it is important that the town and district centres receive appropriate levels of support, investment and intervention in accordance with their specific needs, as identified by stakeholders, including local residents.

The 19 recommendations generated by the Panel ranged from quick wins with minimal resource implications to ones that are long-term and have significant capital implications.

The inquiry identified the need to improve the accessibility to Southampton centres, including promoting free parking with better car park signage and increasing 1 hour on-street car parking where possible. The Panel recognised the best practice of having a district centre co-ordinator to act as a link between the Council, traders and community interests. Longer term the Panel recognised that there is a real need to develop a plan for investing in the legible cities programme and the public realm.

The recommendations the Panel felt had the highest priority were:

- Improving the co-ordination and management of Southampton's town and district centres
- Improving understanding of Southampton's town and district centres and to actively promote growth and manage change
- Supporting the vitality and viability of Woolston that is in the poorest health.



The Panel recognised the immediate challenges faced by Woolston District Centre. The economic downturn and the resultant delays in the Centenary Quay site have placed the viability of the centre under considerable strain. Hence it was pleasing to learn that the Administration has sought to divert resources from City Centre Management to help work with local traders and groups, to help develop and deliver a new vision for the centre.

In February 2009 the OSMC accepted the report. The report was then presented to Cabinet in March 2010. Cabinet are yet to respond formally to the Inquiry recommendations, but expressed their thanks for the work undertaken by the Panel.

Environment & Sustainability Scrutiny Panel



Councillor Don Thomas
Chair of Environment & Sustainability Scrutiny Panel

Panel Members

Councillor Drake
Councillor Galton
Councillor Jones

Councillor Odgers
Councillor Payne
Councillor Willacy

The night time economy in Southampton is a massive and a vital subject involving so many issues. The final report together with its recommendations will give a real chance to change our city night time scene for the next generation.

Southampton City is changing fast, and the need to change is self evident the final report with its ten recommendations needs to be looked at in its entirety, like a jig-saw it needs all the pieces in place to see the full picture.

The night time economy is an emotive subject with many diverse views, we felt the need to be bold and imaginative, we can celebrate we have the people in place for Southampton night time economy to be the finest, vibrant cosmopolitan city on the south coast of Britain.

During 2009/10 the Environment & Sustainability Scrutiny Panel undertook a wide ranging complicated and complex inquiry in to the Night Time Economy.

Evidence was gathered from a number of witnesses and sources of information on City Centre Regeneration, Culture, Crime and Disorder, Licensing, Planning, Street Cleansing, Alcohol and Health, Transport. The Panel also received feedback from a variety of stakeholders including ward councillors, representatives from the 2 Universities, Students Union, businesses and Residents Associations. I visited Brighton to observe and learn their night time economy. Another Panel member also had a 'walk about' with the City Centre Manager on a Student Night and spoke with pub and club managers, door staff and owners.

The vision below developed by the Panel is intended to cover the next 10 - 15 years and will only be achieved by joint working between the public and private sectors facilitated by the leadership of Southampton Partnership.

Southampton will be a regional centre of excellence for evening and night time entertainment, offering a diverse and vibrant choice of activities for all its residents and visitors

The following aims underpin the vision:

- To provide a clean, safe, welcoming city centre that is accessible to all during the evening and into the night time
- To offer and promote a variety of high quality and sustainable facilities in clearly defined areas which cluster together similar venues to provide a "mosaic" of different types of experience in different zones/areas
- To move away from a linear, late night drinking culture and create a smoother transition between the daytime and night time economy
- To Make the most of our heritage, environment and diversity to provide a varied and innovative programme of cultural events

- To achieve a balance between protecting the amenities and quality of life of residents living in the city centre and promoting an attractive, vibrant but safe night life
- To complement the city centre offer with improved local night time facilities and offer within district centres.

The Panel made 10 key recommendations to the Cabinet on how these aims can be achieved and the Inquiry report also included a series of comprehensive recommendations for each of the key Partnerships under the leadership of Southampton Partnership.



The recommendations are:

1. Nominate a champion/ leader to co-ordinate to promote and build on the NTE vision and aims and implement the quick wins detailed in the report and to seek sustainable funding for this.
2. Examine the effectiveness of planning policy in establishing hubs, creating attractive public open spaces, pedestrianisation of the city centre to deliver the NTE vision detailed in the report.
3. Examine the use of the licensing policy, the Cumulative Impact Policy and licensing powers to discourage the negative impact of drinking, and protect residents in popular residential zones by working closely with Planners within the planning policy context.
4. Make more use of the history and heritage that Southampton has to offer and opportunities presented by future developments e.g. Watermark West Quay and the Cultural Quarter to improve the evening and night time economy.
5. Target effort and focus to grow the early and mid evening offer, make it pleasant and attractive for all people (e.g. jazz bars and clubs, café culture etc) so that people stay on and come into the city centre in the evening.
6. Agree that the NTE champion/ leader will be a statutory consultee for major projects to ensure they do what they can to enhance their NTE offer.
7. Brand the evening and NTE offer, promote and market it including more high profile events in the city (e.g. Light Nights), lighting up public buildings, to draw more people in to enjoy the city centre offer and link each NTE zone using distinctive pathway, unique identify, lighting, seating, etc.
8. Develop, encourage and promote healthy living initiatives in the NTE and in particular, non alcoholic drinks and promotions, encourage responsible pricing and promotion offers e.g. discounts for non alcoholic drinks and pricing of soft drinks below the price of alcoholic drinks and healthy eating.
9. Develop and promote the overall package offered for the NTE by linking the entertainment offer, public transport, including taxis, parking and encourage branding the City Loop so that it is easier for people to come in and enjoy the NTE zones.
10. Enhance safety and perception of safety in the NTE by improving the provision of public toilets and increasing access to them, extending the ICE Bus and providing a safe place for people who cannot look after themselves.

Healthy City Scrutiny Panel



Councillor Edwina Cooke
Chair of Healthy City Scrutiny Panel

Panel Members

Councillor Capozzoli

Councillor Daunt

Councillor Drake

Councillor McEwing

Councillor Marsh-Jenks

Councillor Osmond

and 3 Co-opted Members from Southampton LINK

The Health City Scrutiny Panel was established to undertake inquiries relating to any health and well-being issues and respond to proposals and consultations from NHS Trusts and other NHS bodies in respect of substantial variations in service provision and any other major health consultation exercises. It has 2 roles:

- to fulfil the statutory requirement for the council to ensure that its overview and scrutiny structures include the ability to scrutinise key decisions of health agencies in the city.
- to undertake Scrutiny Inquiries.

The Terms of Reference for the Healthy City Scrutiny Panel were therefore amended to include the remit:

- to scrutinise key decisions of the health agencies in the city and progress on the implementation of the Health & Well-being Strategic Plan and joint plans for strategic commissioning by the City Council and NHS Southampton City (PCT)
- to provide a forum for exchange of the work programmes and priorities of Southampton's LINK and the Healthy City Scrutiny Panel
- to provide a vehicle for the City Council's Overview & Scrutiny Management Committee to refer recommendations arising from panel inquiries relating to the City's health, care and well-being to Southampton's LINK for further monitoring.

The Panel agreed that three members of the LINK be co-opted on to the Panel, in a non-voting capacity and have agreed the draft protocols for joint working between Southampton City Council's Scrutiny system for Health and Social Care and Statutory Partners.

The 2nd Quarterly Joint LINK meeting on 11 March 2010 set the scene for the integration between Portsmouth Community and Mental Health Services and Southampton Community Healthcare, a massive response to take Community Services to a consistently high standard. Whilst there have been some issues to resolve, it would appear that the way ahead is towards progress. Decisions have to be made regarding the form this body will take to ensure it is consistent with Principles and Rules of Competition.

Obesity Inquiry

The Panel decided that the inquiry would focus on how *the council* can have an impact on addressing the topic in the following ways:

- as a direct provider of services and as an employer
- as a commissioner of services or an enabling agency
- as a leader of the community and a partner with other key agencies such as the NHS

Also

- To identify the key factors that are producing the rising levels of obesity of children and adults in the city
- To identify any improvements to the way the council can help residents to prevent rising levels of obesity as: a service provider, a service commissioner, and through its ability to influence other organisations to identify strategies and practices that might help address the issue

The Panel will be meeting between March and April 2010 to undertake this Inquiry. Five meetings have been planned to look at:

- Setting the scene and the national and local context-facts and figures including the new Fit4Life Strategy
- Children and young people including the contribution of SureStart
- Adults and older people including workplace initiatives
- Learning from the experience of others including Healthy Towns Initiatives
- Considering all the evidence and the final report



The inaugural meeting on Obesity covered the health of the city, the statistics, what is being done, what should be done and future meetings will find what are we doing right, where we can improve, how we might fund a plan and how soon we will see results.

The Panel proposes to consult a wide range of experts for this Inquiry, including the Public Health Director, senior academics from the University of Southampton and specialists in this field from the NHS Southampton City.

Safer Communities Scrutiny Panel



Councillor Neil Fitzgerald
Chair of Safer Communities Scrutiny Panel

Panel Members

Councillor Capozzoli (Vice-Chair)

Councillor Beckett

Councillor Odgers

Councillor Parnell

Councillor Rayment

Councillor Thomas

The Safer Communities Scrutiny Panel was established to undertake inquiries relating to crime and disorder issues. It has 2 roles:

- to fulfil the statutory requirement for the council to ensure that its overview and scrutiny structures include the ability to scrutinise the work of the Safe City Partnership
- to undertake Scrutiny Inquiries.

The Terms of Reference for the Safer Communities Scrutiny Panel were therefore amended to include the remit:

- to consider, at least twice a year, the following functions and make reports or recommendations to the local authority with regard to these functions:
- Councillor Calls for Action for crime and disorder matters
- Actions undertaken by the responsible authorities on the Safe City Partnership.

During 2009/10 the Safer Communities Scrutiny Panel completed full inquiries into the potential links between crime and disorder and absence from school, domestic violence, and a mini inquiry of enforcement. In addition the Safer Communities Scrutiny Panel commenced scrutiny of the Safe City Partnership.

The Potential Links Between Crime and Disorder and Absence from School

From February to June 2009 the Safer Communities Scrutiny Panel undertook an inquiry into the potential links between crime and disorder and absence from school.

The inquiry identified that on average 1,960 pupils were absent from Southampton's schools each day in 2007/08. The Panel did not find clear evidence that pupils who were persistently absent from school are committing offences within school hours in Southampton. The Panel did however identify that absence from school is associated with poorer outcomes for young people. Nationally, statistics identify that a reduction of only 2% in students attendance can lead to a drop of 1 grade in GCSE and that pupils who are persistently absent from school are significantly more likely to be NEET (Not in Education, Employment or Training). This is referenced in the report on NEETS undertaken by the Economic Well Being Scrutiny Panel.



The inquiry's 16 recommendations, a number of which require action from Hampshire Constabulary, set out a number of proposals to help underpin the progress that Southampton's schools are making in tackling levels of absence and will help to address the following issues in the city:-

- To improve the consistency of practice in reducing school absence across Southampton

- To develop the culture of supporting school attendance across Southampton
- To assist the early intervention and co-ordination of support for children and young people who need additional assistance to fulfil their potential.

Key recommendations generated by the Inquiry include:

- That budgets and priorities are reviewed to seek to develop the support available from Educational Welfare Officers (EWOs) to schools within Southampton. This review should investigate potential funding streams from schools, partner agencies and voluntary organisations to develop EWO support with the aim of ensuring that there is a full time equivalent EWO to support each school cluster group.
- That Hampshire Constabulary make combating absence from school a higher priority within Southampton and demonstrates this commitment by supporting education led truancy sweeps in conjunction with other service providers.

Cabinet Response

In September 2009 11 of the 16 recommendations were accepted by Cabinet, 3 recommendations were noted with further work to be undertaken, 1 recommendation was partially accepted, and 1 recommendation was not accepted.



Domestic Violence

The Safer Communities Scrutiny Panel conducted a full inquiry into Domestic Violence between January and March 2010. Domestic violence is a significant contributor to violent crime in the city (21.5%), which continues to be an issue and showing an upward trend, especially Assault with Injury.

Domestic violence is estimated to cost a population the size of Southampton over £22M per annum and overall there were nearly 5,000 incidents relating to domestic violence reported to the Police with approximately a quarter subsequently recorded as crimes in 2008/09.

Although significant improvements have been achieved in high risk cases and through multi-agency working across the city, the Scrutiny Panel identified that there are still limited appropriate services for standard/medium risk cases with the level of capacity necessary to deliver services to Southampton.

The Scrutiny Panel identified 8 recommendations and the Overview and Scrutiny Management Committee added a recommendation.

Enforcement

A review of cross council enforcement was commissioned by the Cabinet and Chief Executive of the Council in 2008. The review examined the multiplicity of enforcement functions carried out by the City Council, including activities carried out by both uniformed and non-uniformed staff.



From August to September 2009 the Safer Communities Scrutiny Panel undertook a mini inquiry into the City Council's Review of Cross Council Enforcement. The purpose of the inquiry was to examine what improvements will be delivered through the Council's review.

At the first meeting of the Inquiry the Safer Communities Scrutiny Panel were informed that the City Council's Review of Enforcement was a 2 stage process. The first stage had been completed and the Panel were informed about the objectives of the Enforcement Review, progress to date, outcomes and further work to be undertaken at Stage 2.

There was agreement amongst the Safer Communities Scrutiny Panel that, given the assessment of the current enforcement activity, and the impact on the City Patrol Service of the changes in Police policy and practice when responding to Anti-Social Behaviour, the recommendations generated by Stage 1 of the Enforcement Review were both necessary and logical.

At the second meeting of the Inquiry members of the Safer Communities Scrutiny Panel were, through a facilitated discussion, encouraged to contribute to the development of Stage 2 of the Enforcement Review. The inquiry's 15 recommendations emanated from the discussion identified above.

The Scrutiny Panel made recommendations relating to the following areas:

- Identifying better reporting mechanisms and how they may be implemented.
- Identifying the balance of work of the new team and agreeing specific objectives and performance targets.
- Developing effective working practices, metrics and performance indicators that will demonstrate service delivery, value for money and customer satisfaction.
- Identifying any future trends that can be predicted at this stage.

A key recommendation generated by the Inquiry was the need for the Enforcement Review Project Board to take into consideration when planning the new structure the decision of the Police to relinquish responsibility for special events in Southampton.



Scrutiny of the Safe City Partnership

Following new regulations the terms of reference of the Safer Communities Scrutiny Panel have been amended to enable this Panel to undertake scrutiny of the Southampton Safe City Partnership. The first meeting at which the Panel scrutinised the Southampton Safe City Partnership took place in September 2009. To enable the Scrutiny Panel to effectively scrutinise the work of the Southampton Safe City Partnership, and the partners who comprise it, the Panel is scheduled to scrutinise the Safe City Partnership twice a year.

Getting Involved

How can I get involved?

There are a number of ways in which the public and interested organisations can get involved.

- **Attend a meeting of the Overview and Scrutiny Management Committee or a Scrutiny Panel**

Overview & Scrutiny Management Committee and Scrutiny Panel meetings are held in public and anyone is welcome to attend to listen to proceedings. Meetings are usually held in the Civic Centre. Only on rare occasions, when certain types of confidential information is being discussed, are members of the public not allowed to attend.

- Raise issues with your Councillor and request Overview & Scrutiny to consider as part of **Councillor Call for Action**
- Give your feedback to inquiry meetings as part of evidence gathering.

Details of forthcoming meetings, agendas, reports and minutes can be obtained from the City Council's website at www.southampton.gov.uk.

Providing Written Evidence

Scrutiny Inquiries can consider written evidence and members of the public, community groups, or other key stakeholders can write in to bring evidence to the attention of Inquiry Panel members. Inevitably, Scrutiny Inquiries have only a limited amount of time, so they are not able to hear oral testimony from all interested people.

Written evidence provides an alternative way to receive evidence from key stakeholders—policy makers, service providers, service users and community groups. Written evidence may put forward on a particular perspective of the issue being considered or may highlight evidence to help the investigation. It can also put forward questions for witnesses, which may be taken up by Members of the panel during the discussion.

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Telephone: 023 8083 4433

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Agenda Item 9

ITEM NO:9

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	OVERVIEW AND SCRUTINY INQUIRY PROGRAMME FOR 2010/11		
DATE OF DECISION:	22 APRIL 2010		
REPORT OF:	HEAD OF POLICY AND IMPROVEMENT		
AUTHOR:	Name:	Suki Sitaram	Tel: 023 8083 2060
	E-mail:	Suki.sitaram@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

None

SUMMARY

This report requests that the Overview and Scrutiny Management Committee agrees a draft Scrutiny Inquiry programme for 2010/11. A list of potential Inquiry topics is detailed in Appendix 1. This list has been developed in consultation with the Council's Chief Officers' Management Team, the Southampton Partnership Delivery Board and Elected Members. The agreed Inquiry programme needs to be incorporated within a maximum of 24 available meetings of the Council's 3 Scrutiny Panels, subject to the new scrutiny structure for 2010/11 being approved at full Council in May 2010.

RECOMMENDATIONS:

- (i) That the Committee agrees a draft Scrutiny Inquiry programme for 2010/11 and delegates authority to the Head of Policy and Improvement to amend the final programme in consultation with the Chair of the OSMC.

REASONS FOR REPORT RECOMMENDATIONS

1. To determine the Scrutiny Inquiry programme for the 2010/11 municipal year and to enable appropriate support arrangements to be put in place to secure their delivery.

CONSULTATION

2. The Council's Chief Officers' Management Team, the Southampton Partnership Delivery Board and Elected Members have been consulted in the development of the draft scrutiny inquiry programme 2010/11. Feedback from this consultation has been incorporated into the draft inquiry list detailed in Appendix 1.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3. None. The Overview and Scrutiny Procure Rules within the Council's Constitution require the Overview and Scrutiny Management Committee to establish a programme of Scrutiny Inquiries.

DETAIL

4. The Overview and Scrutiny Management Committee agreed on 25th March 2010 to seek the Council's support for the introduction of a revised overview and scrutiny structure for the 2010/11 municipal year. The proposals reduce the number of Scrutiny Panels from 5 to 3 with each Panel meeting on a monthly basis, excluding August and December.
5. After taking into account the time needed to consider statutory community safety and health issues the total number of Inquiry meetings that will be undertaken by the 3 Panels A, B and C next year is 24, comprising:
 - Panel A: 8 meetings
 - Panel B: 6 meetings
 - Panel C: 10 meetings.
6. Members therefore need to identify Inquiry topics from the draft list detailed in Appendix 1 that they wish the Scrutiny Panels to review in 2010/11, and allocate the appropriate number of meetings to each Inquiry, up to the maximum available identified above.
7. The list of potential inquiry topics for 2010/11 has been discussed with the Chair of Overview and Scrutiny Management Committee, the Chief Officers' Management Team at its meeting on 30th March 2010, the Southampton Partnership Delivery Board at its meeting on 8th April 2010, and the Chair of this Committee has written to all Councillors giving them the opportunity to contribute to the Scrutiny Inquiry proposals.
8. The list in Appendix 1 includes topics agreed in 2009 but not started in 2009/10. Given that increasingly the delivery of council services is done in partnership with others, it would be appropriate to primarily focus the inquiry programme on areas which are significant issues for the city and lend themselves to greater partnership working.

FINANCIAL/RESOURCE IMPLICATIONS

Capital

9. None.

Revenue

10. The revenue costs of undertaking the inquiries will be contained within the approved 2010/11 General Fund revenue budget.

Property

11. None.

Other

12. None.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

13. The duty to undertake overview and scrutiny is set out in the Local Government Act 2000 and the Local Government and Public Involvement in Health Act 2007.

Other Legal Implications:

14. None.

POLICY FRAMEWORK IMPLICATIONS

15. None.

SUPPORTING DOCUMENTATION

Appendices

1.	Draft Overview and Scrutiny Inquiry Programme 2010/11
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Documents In Members' Rooms

	None
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Background Documents

Title of Background Paper(s)

Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

	None.	
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Background documents available for inspection at:

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	Not applicable
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POTENTIAL SCRUTINY AREAS FOR 2010/11

INQUIRY AREA	POTENTIAL FOCUS OF THE REVIEW
Green Energy - CHP	Ensuring council led projects in the city are as energy efficient and sustainable as possible with a focus on low carbon emissions
Public Transport in the City and sub region	Consideration of affordable and accessible transport in the TfSH region – explore joint SCC/ HCC/ TfSH Panel as a one off joint Scrutiny exercise
Capita Review	Review of progress to date: what were the original expectations, what has been delivered, changes that have had to be considered, what went well/ hasn't gone well, implications/ learning points for the next 5 – 7 years
Knowledge Economy	Maximising the benefits of the 2 universities and creating a knowledge economy in Southampton. Consideration of the Centre for Cities report, revision of the PUSH ED plan emerging for the DTZ work, Business Southampton lead in developing a single marketing entity for the city from April 2010 and the aspiration for the city to attract become an office location
New Ways of Working and links to the Office Accommodation Strategy	Mobile Working – where we now, where we want to be and can we learn from what other councils have done?
Neighbourhood Management and locality working	Is there a corporate vision and action plan that reflects the Neighbourhood management and locality working being rolled out in CSL? Have we got the right and consistent approach? How joined up is it?
Economic Development	How can the city maximize the benefits of the cruise industry in Southampton? The role of tourism in Southampton's economy, what more could we do - making Southampton a 'destination of choice' not a place people pass through.
Equalities	Access audit of the city for disabled people
Balanced communities	Managing the level of HMOs
Children and Young People's Services	Educational Attainment – how do primary schools deal with special needs including children with ADHD? (need to consult the Children and Young People's Trust on this)
Children and Young People's Services	Transition of care leavers between the ages of 16 – 18, the role of corporate parenting and the wider support to care leavers
Environment	State of the roads and pavements in the city and how the council prioritises road and pavement repairs.
Health	A focus on one of the measures in health inequalities, e.g. high levels of smoking, in order to produce recommendations for preventative action
Planning	City Centre Action Plan and what it might mean for the city [mini inquiry]
Health	Since the scrutiny function of a local authority has been criticised nationally for failing to hold a local health trust to account OSMC may want to devote time to the question 'Is SCC genuinely holding the local NHS to account both in regards to the value it obtains in spending almost £400m pa and/or the quality of the services it commissions'.

Agenda Item 10

ITEM NO: 10

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	SCRUTINY HANDBOOK – 20010/11 REVISION		
DATE OF DECISION:	22 APRIL 2010		
REPORT OF:	HEAD OF POICY AND IMPROVEMENT		
AUTHOR:	Name:	Suki Sitaram	Tel: 023 80 83 2060
	E-mail:	Suki.sitaram@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

None

SUMMARY

This item enables the Committee to approve a revised Scrutiny Handbook which reflects the modified arrangements for overview and scrutiny within the Council and provides guidance to Members engaged in the overview and scrutiny process.

RECOMMENDATIONS:

- (i) That subject to any amendments the Committee may wish to make, the Scrutiny Handbook be approved and distributed to all overview and scrutiny members;
- (ii) That, subject to consultation with the Chair of the Committee, authority be delegated to the Head of Policy and Improvement to make any minor or consequential changes required during the year.

REASONS FOR REPORT RECOMMENDATIONS

1. The Scrutiny Handbook needs to be revised to reflect the new scrutiny arrangements agreed during 2009/10.

CONSULTATION

2. The Chair of the Overview and Scrutiny Management Committee has been consulted on the content of the draft version of the revised Scrutiny Handbook attached at Appendix 1.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3. None. The Handbook requires revision to reflect the amendments made to the overview and scrutiny process.

DETAIL

4. Paragraph 6 of the Overview and Scrutiny rules in the Council constitution requires the Overview and Scrutiny Management Committee to produce and maintain a Scrutiny Handbook. The Handbook provides supplementary advice for elected members engaged in the overview and scrutiny process. Its aim is to provide practical advice on the conduct of scrutiny activities for members, officers and partners engaged in the Council's scrutiny process.

5. In the light of the changes made to overview and scrutiny activities during 2009/10, it is necessary to update the Handbook to ensure it reflects the new scrutiny structures and processes.

FINANCIAL/RESOURCE IMPLICATIONS

Capital

6. None.

Revenue

7. None.

Property

8. None.

Other

9. None

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

10. The duty to undertake overview and scrutiny is set out in the Local Government Act 2000 and the Local Government and Public Involvement in Health Act 2007.

Other Legal Implications:

11. Production of the Scrutiny Handbook is required by paragraph 6 of the Overview and Scrutiny Procedure rules in the Council’s constitution.

POLICY FRAMEWORK IMPLICATIONS

12. None.

SUPPORTING DOCUMENTATION

Appendices

1.	20010/11 Draft Scrutiny Handbook
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Documents In Members’ Rooms

1.	None
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Background Documents

Title of Background Paper(s) Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

None	
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Background documents available for inspection at:

KEY DECISION? No.

WARDS/COMMUNITIES AFFECTED:	None
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**OVERVIEW AND SCRUTINY
HANDBOOK:**

**A PRACTICAL GUIDE
FOR SCRUTINY MEMBERS**

MAY 2010

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INTRODUCTION

Purpose

1. This Handbook is designed to provide information for Members and Officers involved in scrutiny activities and aid the effectiveness of the scrutiny process. It is subject to revision by Overview & Scrutiny Management Committee from time to time. It sets out locally agreed procedures and processes for Scrutiny, and should be read alongside the Council's Constitution which reflects the legal requirements of the Local Government Act 2000 and other relevant legislation. The Constitution also contains the Code of Conduct for Members and the Officer / Member protocol, both of which are relevant to this Handbook.
2. The statutory Overview & Scrutiny function is defined in Article 6 of the Constitution. The following definitions are used in this handbook:
 - The phrase "Scrutiny bodies" encompasses Overview and Scrutiny Management Committee and its Panels.
 - "Scrutiny Member" means a person who is a member of a Scrutiny body, and this can include non-Councillors.
3. Section 21 (1) of the Local Government Act 2000 requires the appointment of at least one overview and scrutiny committee. Southampton City Council will have a number of bodies that will share the statutory function between them.

Background

4. Overview and Scrutiny has a specific statutory basis under Part II of the Local Government Act 2000, which introduced Executive arrangements for local authorities. This was extended by the Health and Social Care Act 2001, which extended local authority scrutiny to NHS bodies. The Police and Justice Act 2006 empowers overview and scrutiny committees to scrutinise Crime and Disorder Reduction Partnerships, and the partners who comprise it, insofar as their activities relate to the partnership. The Local Government and Public Involvement in Health Act 2007 lists a number of relevant partner authorities overview and scrutiny committees can request information from, and consequently engage them in the scrutiny process. This Act also formalised the Council's existing arrangements requiring the Executive to attend overview and scrutiny meetings when requested and introduced the power for any councillor to refer a local government matter to an overview and scrutiny committee, whether or not they are a member of that particular committee or sub-committee (commonly referred to as the Councillor Call for Action).
5. The work of overview and scrutiny aims to reflect the "4 Principles of Effective Scrutiny" established by the Centre for Public Scrutiny, which together aim to improve accountability in the local democratic processes and lead to improved public services. The 4 principles are:-

- Providing a “critical friend” challenge
- Enabling the voice and concerns of the public and local communities
- Being undertaken by “independent minded governors” who lead and own the scrutiny process
- Driving improvement in public services

Key functions

6. The Overview and Scrutiny function is a key element in the Council’s democratic mechanism. One of its key roles is to hold the Executive to account by:-
 - Questioning and evaluating the Executive’s actions, both before and after decisions are taken
 - Monitoring the performance and financial management of the Council
 - Developing and reviewing policies, including the Policy Framework and Budget Strategy.
 - Making reports and recommendations on any aspect of Council business (ie non-executive functions) and other matters that affect the City and its citizens.
7. Overview and Scrutiny is a key mechanism for enabling Councillors to represent their constituents’ views to the Executive to inform policy development. The Council’s Overview and Scrutiny bodies will review local authority policies and matters of local concern and interest, and make recommendations to the Executive and Full Council. They are the main way in which the Executive is to be held to account in public for the discharge of the functions it is responsible for. In addition, through the “Call-In” procedure scrutiny members are able to require the Executive to publicly defend and, if necessary, reconsider important decisions.

FRAMEWORK AND STRUCTURES FOR THE DELIVERY OF OVERVIEW & SCRUTINY

The role of Overview and Scrutiny Management Committee

8. The Overview and Scrutiny Management Committee is responsible for:
 - Setting the overall Scrutiny agenda
 - Setting and monitoring standards for Scrutiny
 - Establishing Scrutiny Panels
 - Establishing an inquiry programme for Scrutiny Panels in consultation with the Scrutiny Panels themselves, and with key partner organisations
 - Scrutiny of all corporate and resource management issues
 - The exercise of all decisions called in
 - Scrutiny of the Forward Plan
 - Monitoring performance and budgets across all portfolios on a quarterly basis
 - Responding to the Councillor Call for Action, with the exception of crime and disorder and health matters where the appropriate Scrutiny Panel will respond
 - Engaging with the Leader of the Council and appropriate member of the Southampton Partnership in State of the City debates
9. Overview and Scrutiny Management Committee will not generally undertake any detailed scrutiny inquiries itself but will have the task of co-ordinating the Council's scrutiny inquiry programme. It will have an overview of the inquiry processes, with particular reference to setting inquiry programmes for Scrutiny Panels, monitoring the quality of work undertaken by Scrutiny Panels, including amending any recommendations from Inquiry Panels as necessary. Although Overview and Scrutiny Management Committee will not undertake inquiries itself, its Members can be Members of Scrutiny Panels that do.
10. At the start of each municipal year Overview and Scrutiny Management Committee will prepare a scrutiny inquiry programme. This inquiry programme should take account of the priorities for the Council and its partners in the forthcoming year, any identified need for improvement either from an external assessment, performance monitoring or concerns from the public, and key issues raised in Policy Framework plans.

The role of Scrutiny Panels

11. Southampton City Council has 3 Scrutiny Panels. Scrutiny Panels are legally sub-committees of Overview and Scrutiny Management Committee.
12. They will undertake a series of scrutiny inquiries in accordance with a programme developed by Overview and Scrutiny Management Committee. In addition they will undertake scrutiny activities specified in legislation. This will include a twice yearly meeting of Scrutiny Panel A challenging the partners that comprise Southampton's Safe City Partnership, and a quarterly meeting of Scrutiny Panel B challenging the operation of health agencies in Southampton.

Membership of Scrutiny Bodies

13. Details of who can be a member of Scrutiny bodies are set out in rule 3 of the Overview and Scrutiny Procedure Rules in the Constitution, as are the arrangements for appointing Chairs and Vice-Chairs of Scrutiny bodies. By local convention, it is agreed that:
- The Chair of Overview and Scrutiny Management Committee will be a Member from a political group other than that which forms the Executive.
 - The Vice-Chair of Overview and Scrutiny Management Committee may, but does not have to, come from the group(s) forming the administration.
 - The number of chairs and vice-chairs across all the Standing Panels will reflect the political balance of each group on Full Council as far as possible.

Church and Parent Governor representatives

14. Under Regulations and the Local Government Act 2000, Church and Parent Representatives should be appointed as members of the Scrutiny panels dealing wholly or partly with the Council's education functions. They are eligible to chair Overview and Scrutiny Management Committee and its panels and to vote on matters relating to education. Where a panel chaired by a Church or Parent representative deals with other (non-LEA) functions a Councillor should take over the Chair when non-education matters are being discussed so as to allow the Chair a casting vote if necessary.
15. In Southampton the following arrangements have been made for Church and Parent representatives –
- 2 Church Representatives: one nominated by the Roman Catholic (Bishop of Portsmouth) board of education and one by the Church of England (Winchester Diocese) board of education;
- 2 Parent Representatives who have been elected by parent governors at Southampton schools representing the primary and secondary sectors.
16. Unlike other non-Councillors, the 4 Church and Parent reps are by law allowed to vote on education matters considered by the Panel they are members of. They must be treated no differently than their Councillor colleagues, and have the same rights of access to information, as well as duties to declare interests and exercise powers of Call-In detailed in rule 12 of the O&S Procedure Rules in the Constitution in relation to education matters. These 4 representatives will, therefore, be invited to attend Overview and Scrutiny Management Committee when it is examining any education matter, and Scrutiny Panel meetings when a Panel is undertaking an Inquiry on an education matter.

Duration of Scrutiny Meetings

17. In the interests of economy, and in acknowledgement of the pressure on diaries of Cabinet Members and officers, meetings should not regularly be protracted or unduly long. The Chair of Overview and Scrutiny Management Committee or the Scrutiny Panel should ensure that the items of business are prioritised on the agenda, and that the meeting is conducted in a brisk and businesslike manner, without compromising the ability of Scrutiny Panel Members to review agenda items in a thorough manner. Members have previously indicated that they prefer, where possible, that meetings should not exceed 2 hours in duration.

Executive Members

18. Executive Members are not permitted to be Members of Overview and Scrutiny Committees or Sub-Committees. Rule 3 of the Overview and Scrutiny Procedure Rules in the Constitution sets out the rules concerning when a former Executive Member may become a member of a Scrutiny Panel. In essence a 6 month “firebreak” period exists between ceasing to be a Cabinet Member and becoming a member of a Scrutiny Panel. There are exceptions, including when there is a change in the political control of the Council.

Attendance at Scrutiny Meetings

19. The Local Government Act 2000, the Health and Social Care Act 2001, the Police and Justice Act 2006 and the Local Government and Public Involvement in Health Act 2007 gives the Overview and Scrutiny Management Committee / Panels the following legal powers:
 - To require officers and Executive Councillors (but not other Councillors or co-optees) both to attend before it and to answer questions;
 - To require the Chief Executive or Chair of an NHS Trust or Authority to attend before it and answer questions on health matters;
 - To require the attendance of a representative from the responsible authorities for crime and disorder to answer questions on community safety issues. Responsible authorities include the local authority, the police force, the police authority, the fire and rescue authority and the primary care trust;
 - To require relevant partner organisations to provide information when requested;
 - To invite (but not require) other persons to attend meetings, e.g. local MPs, the utilities, citizens’ groups etc.
20. Executive Councillors and officers are under a legal duty to comply both in attending and answering questions. No-one is required to answer any question they would be entitled to refuse to answer in a court of law. The legal duty to appear and answer questions does not arise until the Panel has passed a formal resolution to that effect and served a “Requirement for Attendance Notice” on the person concerned in accordance with the procedure set out in O&S procedure rule 10 in the Constitution. This requires a copy of the notice to be sent to the Monitoring Officer. However the local convention is that such a notice would only be served if an invitation to attend was rejected or ignored. It is agreed between

the political groups that all Councillors, whatever their status, will fully co-operate, and attend to answer questions when invited. If a Councillor refuses to attend for reasons thought unconvincing, this can be recorded in the Panel's report. Failure to attend in breach of a Notice is a breach of standards and may be reported to the Standards and Governance Committee where an Executive Member has not attended.

Attendance of Officers

21. Section 21(13)(a) of the 2000 Act allows scrutiny bodies to require officers to attend to answer questions. Where Overview and Scrutiny Management Committee or a Panel exercises that power they should also consider the seniority of officers it would be appropriate to require to appear before it. They should always ensure that the right person with the required level of knowledge and responsibility is the person invited.

Who Scrutiny should call to question at Scrutiny meetings

22. In deciding who to call, Overview and Scrutiny Management Committee and its Panels should consider the following framework of accountability:
23. **The Leader and Executive Members ("Cabinet")**
Accountable for the political direction of the Executive which forms the Council's administration and, subject to their approval by full Council, propose and implement the policy framework and budget strategy. They also discharge those powers given to the executive, whether taken in Cabinet or individually.
24. **The Chief Executive, Executive Directors and Statutory Officers**
The Chief Executive, Executive Directors and Statutory Officers are responsible for the implementation of the approved policy framework and budget strategy and for other decisions taken by executive Councillors or the regulatory committees, for the actions of Council directorates and officers under the scheme of delegation, for policy advice, financial and legal probity, value for money, disciplinary matters and for the Council's overall administration. Although responsible to the Chief Executive, the Solicitor to the Council (Monitoring Officer) and Chief Financial Officer (Section 151 Officer) have their own particular responsibilities under statute independent of the full Council, the Cabinet, the Chief Executive or any other officers. These are set out in the Constitution.
25. **Level 1 Managers**
Responsible for the implementation and delivery of policies and other decisions taken by the Cabinet or regulatory committee's in particular service/policy areas.

Manner of Questioning

26. The overall principles which apply to attending Scrutiny meetings are the same as apply to attendance at any other Council meeting, and reflect the Officer / Member Protocol. It is recognised that Scrutiny may from time to time undertake work

involving detailed examination and exploration of the reasons behind decisions or performance trends, and as such it is important to have clear ground rules for the benefit of both those attending to provide information and those carrying out the scrutiny.

27. The principles relating to Scrutiny are designed to ensure fairness to participants in the Scrutiny process and to facilitate effective Scrutiny which relies on the sharing of appropriate, good quality information:
- Every individual invited to appear before a Scrutiny Panel should be provided with an outline of the topics and areas they can be expected to answer questions on.
 - Questioning should remain within the subject area indicated to executive members, officers and other witnesses.
 - All individuals attending a meeting should be given a reasonable opportunity to answer questions and to clarify or correct anything they feel may have been misconstrued.
 - Everyone will be treated politely, fairly and with respect. (This has particular importance with regard to officers, where breach of this can give rise to grievance or even constructive unfair dismissal claims).
 - Certain matters may be subjudice or under investigation by the Council or other agencies, and it may be inappropriate to pursue certain matters at that time accordingly.
 - Compliance with all legal requirements, including (but not limited to) the Human Rights Act and the Council's constitution – is important.
 - Scrutiny meetings are not disciplinary hearings, and Scrutiny Members should ensure that when examining the performance of the Executive that they do not stray into this territory. Discipline is the Chief Executive's function alone in relation to staff, and the Monitoring Officer, the Standards and Governance Committee and the National Standards Board as regards the conduct of Councillors/Members under the National Code of Local Government Conduct/Local Code of Conduct.

Consulting others about inquiries/reviews

28. Where appropriate, and particularly when undertaking Scrutiny inquiries, Scrutiny Panels will seek to involve key partner organisations, groups, and individuals from outside the Council in the inquiry. Panels should formally consider how external parties can make the most effective contribution at the inquiry planning stage. Better outcomes are likely to be generated by seeking views from as many communities and interested parties as necessary to get a balanced picture of the effects of policy and Executive decisions. In particular they should pay attention to

obtaining views from 'hard to reach' groups such as minority ethnic communities and disabled people , and vulnerable citizens.

Declarations of interest through previous involvement in decision making

29. If a Member is involved in the consideration of an item at a meeting of a panel, he/she should regard him/herself as having a personal and a prejudicial interest if the business relates to a decision made, or action taken, by another of the authority's committees or sub-committees; or joint committees or joint sub-committees, of which he/she may also is a member, unless the member is attending scrutiny to answer questions or give evidence relating to that decision or action.
30. Where a member has such a prejudicial interest they must
- Withdraw from the room where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he/she has obtained a dispensation from the authority's standards committee; and
 - Not seek improperly to influence a decision about that matter.

Rights to Copies of Executive's Documents

31. The rules on access to the Executive's documents are set out in the 'Access to Information Procedure Rules' of the Constitution. Subject to the next paragraph, Overview and Scrutiny Management Committee and any Scrutiny Panels are entitled to copies of any document which is in the possession or control of the Executive [or its committees] and which contains material relating to –
- any formal decision-making business transacted at a public or private meeting of the Executive or its committees; or
 - any decision taken by an individual Member of the Executive.
32. An Overview and Scrutiny Committee will not be entitled to see:
- any working or background document that is in draft form (This does not apply to draft policy and strategy documents or the draft budget);
 - any part of a document that contains exempt or confidential information, unless that information is relevant to an action or decision they are reviewing or scrutinising or intend to scrutinise; or
 - advice provided to a Member in confidence, in line with the Officer / Member protocol.

Protection from Defamation

33. Anyone attending a properly convened meeting of a Scrutiny Body, whether as a member of Overview and Scrutiny Management Committee/Panels or a witness or officer supporting the meeting, has the legal protection of "qualified privilege" from

personal liability in relation to the law of defamation.

34. This means –

- They cannot be sued for defamation in relation to anything said or written, provided they do not do so maliciously.
- The final report will also have the same qualified privilege provided that potentially defamatory material is not included maliciously.

35. Qualified privilege only applies to defamation proceedings and would not cover conduct that might bring other legal liability for e.g. unfair dismissal. Also it only applies to a properly convened meeting of a committee or sub-committee. This means a public meeting of Overview and Scrutiny Management Committee /Panels convened in accordance with the Access to Information provisions of the Local Government Act 1972, whether or not confidential/exempt items are on the agenda.

Declarations of Interest

36. All Scrutiny agendas follow a standard format. At the start of the meeting Members are invited to declare:

- Personal and prejudicial interests
- Prior participation in any decision taken by a Committee, Sub-Committee or Panel of the Council on the agenda and being scrutinised at the meeting.

37. The Chair is not obliged to read these items out in full, and can simply ask Members whether they have any declarations to make under each item. However, if there are members of the press and public present at the meeting, then in the interests of openness, transparency and accountability it is advisable for the Chair to read the items in full.

Declaration of the Party Political Whip

38. The Government believes whipping is incompatible with overview and scrutiny and recommends that whipping should not take place, and that where it does it should be declared. The proper and thorough examination of decisions and policies in the public interest should come before local party political allegiance and expediency. An item inviting Members to declare the application of any party political whip is included on all scrutiny agendas to reflect government guidance on best practice. If a Member declares the party whip, that fact is recorded in the minutes of the meeting. The Member is not required to leave the meeting

Limits of the Scrutiny Process

39. Scrutiny Panels do not exist to serve as a “court of appeal” against decisions or to pursue complaints by individuals (Councillors, officers or members of the public) as other procedures exist for this e.g. the Corporate Complaints Procedure, and external/statutory mechanisms, e.g. the Local Government Ombudsman or appeal to the courts. That said:

- Panels may investigate the manner in which decisions are made but should not pass judgements on the merits of a decision in individual cases.
- They can comment, however, on the merits of a particular policy affecting individuals.

Review of Regulatory Committee's Work

40. Where a Panel reviews the work of another Council (i.e. non-Executive) committee it should not scrutinise *individual decisions* made by such committees, particularly decisions in respect of development control, licensing, registration, consents and other permissions. The Overview and Scrutiny Management Committee in particular, as the co-ordinating Scrutiny body, will need to ensure such Scrutiny is not an alternative to normal appeals procedures.

Review of Non-Executive Functions

41. Although Panels have the power to make reports and recommendations on functions that are non-Executive functions, this should normally only be used as part of wider policy reviews.

HOLDING THE EXECUTIVE TO ACCOUNT

Overview and Scrutiny Management Committee - Regular Agenda Items

42. The Overview and Scrutiny Management Committee will normally meet monthly. At this meeting it will hold the Executive to account by a variety of mechanisms that will include:
- **The Forward Plan:** The monthly Forward Plan will be made available to Scrutiny Members 10 clear days before the period to which the Plan applies. Overview and Scrutiny Management Committee will discuss forthcoming decisions with the Executive and bring to the Executive's attention matters considered to be appropriate in taking individual decisions;
 - **Service and Financial Performance Information** - Overview and Scrutiny Management Committee will receive the same quarterly performance monitoring reports and periodic financial monitoring as Cabinet Members, detailing service performance, financial monitoring information, and an explanatory narrative to enable progress to be monitored against the targets and commitments set out in the Corporate Plan 2010-13
 - **Any Policy Framework Plans** – Consideration of issues papers summarising the main elements of Policy Framework Plans to be recommended to the Council by the Executive.
 - **Any reports by other Review Bodies** – This might include reports from the Audit Commission and other external inspection bodies. The Committee would be likely to seek the views of the Executive on comments made in the reports and identify actions proposed to address any of the issues raised.
 - **Items placed on the agenda by elected Members (including Councillor Calls for Action)** – This applies where an issue has been placed on the agenda by a member in accordance with overview and scrutiny procedure rule 9, or in accordance with the agreed process for dealing with Councillor Calls for Action.

Policy Framework

43. Overview and Scrutiny has an integral role to fulfil in policy development. The Executive will consult Overview and Scrutiny Management Committee during the process of preparing the draft budget and draft plans and strategies. Details of this interaction are set out in the Constitution under the Budget and Policy Framework Procedure Rules.
44. When elements of the Policy Framework are under review, Overview and Scrutiny Management Committee should consider:

- The Executive’s initial proposals for the Policy Framework in the form of an Issues Paper detailing significant changes from the existing policy framework, how the proposals reflect any Scrutiny Inquiry or other review recommendations, and details of the consultation underpinning the proposals;
 - The evidence of individuals or organisations invited by Overview and Scrutiny Management Committee, or else requesting representations to comment on the policy framework proposals, e.g. from partner organisations.
45. The Overview and Scrutiny Management Committee’s role at this stage is essentially one of quality control, ensuring that the policy directions proposed have been adequately researched and developed, that adequate consultation has taken place, and that the results of the consultation are reflected in the proposals.
46. A report detailing the Committee’s comments on the initial proposals will be submitted to the Executive after the meeting at which it was discussed. This report will also be submitted to Council for consideration along with the Executive’s proposals.

Call-in

47. The Overview and Scrutiny Management Committee may hold the Executive to account for the discharge of its functions by examining, challenging, and if necessary requesting changes to, executive decisions made, but not yet implemented. This power is exercised through “Call-In”. The power does not enable OSMC to require that a decision be changed.
48. The Council’s Call-In procedure is set out in rule 12 of the Overview and Scrutiny Procedure Rules in the Constitution. It applies to decisions taken by the Executive as a whole, or an individual Executive Councillor or an officer acting under delegated powers. The procedure’s main features are :
- Only Overview and Scrutiny Management Committee can exercise the Call-In function.
 - Call-In applies to all executive decisions taken by the Cabinet Members, either working individually or collectively, and to “key” executive decisions taken by officers under delegated powers.
 - The particular decision must not have been implemented at the time Call-In is made. However, it should be noted that the decision cannot be implemented until after the Call-In meeting has taken place.
 - Urgent decisions cannot be Called-In, as the Chair and Vice-Chair of Overview and Scrutiny Management Committee will have already been involved in the question of whether the particular decision is urgent.
 - Call-In has a special role to play where a decision is thought to be contrary to, or not wholly in accordance with, the approved policy framework or budget.
49. Call-In procedures have the potential, if abused, to significantly disrupt the smooth running of the Council and should be used only in exceptional circumstances. Overview and Scrutiny Management Committee will report to Council on a quarterly

basis the number of decisions that have been Called-In during that period, and the outcome of the Call-Ins.

50. In order to manage the use of Call-In, it is recommended that prior to calling in a decision, Members should:
- Obtain and read the report on which the decision is based;
 - Discuss the decision and the reasons behind it with the decision maker/lead officer;
 - Identify on the Call-In notice the specific concerns arising from the decision to be discussed at the call-in meeting.
 - Discuss their proposal to use the call-in procedure with the Assistant Chief Executive (Strategy), or the Head of Policy and Improvement.
51. It is not recommended that Call-In is applied to:
- Any decision in relation to the award of bus contracts where this would result in a break of service to the public;
 - Any decision relating to the award of a discretionary grant to a third party where the likely result of the delay would be that the decision could not be implemented prior to the commencement of the financial year to which the award relates, or be detrimental to that party.
52. The call-in process can be activated either by the Chair of Overview and Scrutiny Management Committee acting singly, or by any 2 members of Overview and Scrutiny Management Committee acting together, or by two of the Church and/or Parent Scrutiny Members acting together, but only in respect of the Council's functions as a local education authority.
53. Scrutiny Members are encouraged to submit Call-in notices as soon as possible, and avoid submitting them on the last day of the Call-in period. Timely deposit of Call-in notices will enable members who may have inadvertently submitted an invalid Call-in notice to have an opportunity to re-submit a valid one.
54. Call-in notices are available in hard copy from the Assistant Chief Executive (Strategy), the Head of Policy and Improvement and from Democratic Services. The notices are also available on the Members' Zone of the intranet. When submitting hard copies, all Members requesting the Call-in must sign the notice. When submitting notices electronically each of the Members requesting the Call-in should be identified on the notice, and should confirm their request by e-mail. The notices submitted electronically should be sent to suki.sitaram@southampton.gov.uk.

Items Placed on the Agenda by Elected Members - Including Councillor Call for Action

55. Any member of the authority has the legal right to have included in the agenda for a meeting any local government matter relevant to that Committee/Panel's functions, and for it to be discussed at the meeting. This can be done by a Scrutiny Member

depositing a “Scrutiny Request Form” in accordance with the procedure set out in Rule 8 & 9 of the Overview and Scrutiny procedure rules or rules 26.5 and 26.6 of the council procedure rules on the Constitution. The key factor to be aware of is that the Scrutiny Request Form must be delivered to the Solicitor to the Council at least 12 clear working days before the date of the next meeting. However, the earlier the form is delivered, the greater the opportunity for a more detailed report to be submitted to the meeting with facts to enable the issue to be scrutinised. When a Scrutiny Member exercises his/her power to place an item on the agenda the item would be placed on the Overview and Scrutiny Management Committee agenda for discussion with the Executive Member and/or senior Officers.

56. In addition the Local Government and Public Involvement in Health Act 2007 introduced, to help frontline councillors raise matters on an authority’s agenda on behalf of their constituents, the Councillor Call for Action (CCfA).
57. The aim of the CCfA is to support elected Members in achieving improvements for their local areas. The Act envisages that:
 - councillors identify issues of significant concern to their communities;
 - they seek to resolve problems by talking to the local authority and other service providers;
 - if they can not resolve matters, then they can refer them to overview and scrutiny committees.
58. At the meeting of the Overview and Scrutiny Management Committee in June 2009 a process was agreed for managing CCfA’s in Southampton. The outline process is as follows:
 - a. Ward Councillor resolves issue at a local level;
 - b. If unable to do so, Ward Councillor completes a CCfA request form available from the Assistant Chief Executive (Strategy), the Head of Policy and Improvement and from Democratic Services and sends it to the Democratic and Members’ Services Manager who will send it on to the OSMC Chair and the Scrutiny team;
 - c. The Chair of the OSMC will then determine whether to take the CCfA forward and s/he will inform the Ward Councillor whether s/he will accept the CCfA within 3 working days
 - d. Relevant Members, partners and officers agree how the CCfA is to be handled;
 - e. The CCfA is heard at the first available meeting of the OSMC;
 - f. The relevant Committee or Scrutiny Panel agrees a resolution for the CCfA.
59. The Committee’s decision will mirror one of the following options:
 - The Committee could determine not to make a report (perhaps because it is not considered the right time to consider a particular issue);
 - The Committee could write a report on the CCfA, which would be a public report;
 - The Committee could determine that it is a complex issue that requires further investigation, and undertake a Scrutiny Review or Overview of the issue.
60. The CCfA is not:
 - A way to resolve individual casework problems;
 - An appeals process;

- A forum for vexatious complaints.

61. The OSMC will consider all CCfA's with the exception of those relating to health and crime and disorder. These issues will be considered by the appropriate Scrutiny Panel.

Recommendations and Scrutiny Monitoring Procedures

62. During the course of meetings, members are encouraged to formulate recommendations on matters which they consider appropriate to pass a comment or to recommend a particular course of action to a Cabinet Member. Recommendations should be as concise and unambiguous as possible. The monitoring procedure allows action taken to be monitored against the original proposal made at the meeting.

63. All recommendations made by OSMC are collated into a scrutiny monitoring form. This document is then put to 2 uses: -

- Firstly it used as the means to identify work required from the Cabinet Member and Policy Co-ordinator. This ensures that the same wording is used at an early stage by everyone involved.
- Secondly, it is reported back to the following Overview and Scrutiny Management Committee meeting with the action taken being recorded. This enables the Committee to check that the Cabinet Member is responding to their recommendations. The number of outstanding responses, and the length of time elapsed since the recommendation was made can be tracked.

SCRUTINY INQUIRIES

Planning for Scrutiny Inquiries

64. The Overview and Scrutiny Management Committee will commission a number of inquiries to be conducted by Scrutiny Panels. Inquiries will involve the dedication of a number of meetings to a particular service or policy area. Each of the Council's 3 Scrutiny Panels will meet monthly and the inquiry meetings will be accommodated within the agreed schedule of meetings for each Scrutiny Panel.
65. The Committee will set the Terms of Reference for Inquiries, and approve an inquiry plan identifying the number of meetings allocated to the inquiry, and an outline of the evidence to be heard at each meeting. The Committee will receive the inquiry reports from Scrutiny Panels for consideration and submission to the Executive.
66. It will be the role of the Panel Chair to ensure that the Panel maintains its focus on the terms of reference set by the Overview and Scrutiny Management Committee.

Matters of Wider Local Concern

67. Prior to the start of a new municipal year, the Southampton Partnership will be invited to identify any topics it would wish to be the subject of scrutiny inquiries in the following year. Any topic the Partnership identifies will be considered by Overview and Scrutiny Management Committee when developing the inquiry programme at the start of a municipal year.

Selecting Topics for Inquiry

68. Members may request that Overview and Scrutiny Management Committee commissions an inquiry by tabling a motion to Council, where the matter will be discussed and, if passed, be submitted to Overview and Scrutiny Management Committee for consideration.
69. Where Council passes a resolution that a subject is of such importance that the Overview and Scrutiny Management Committee should be directed (as opposed to requested) to commission an inquiry, the Overview and Scrutiny Management Committee must commission the inquiry to be completed within 12 months, (or such other timescales as council directs), postponing other work to accommodate such demands where necessary.
70. When considering whether to commission an inquiry into a particular policy or service area, Overview and Scrutiny Management Committee will take into account:
 - **Policy development:**
Whether a review topic relates to an area that is going to be of major significance in terms of the development of policies and associated practices that need to be

introduced in order to respond to national, regional or local developments, e.g. the refresh of a Policy Framework Plan, demographic changes etc. If so, then a scrutiny inquiry could help to influence the direction and shape of any policy proposals.

- **Performance issues:**

A service that fails to meet expected targets over a period of time or, appears to provide comparatively low value for money, or generate a large number of complaints and a high caseload of work for elected members could benefit from a review to explore how service delivery could be improved.

- **Impact:**

For an inquiry to be worth the member and officer resources invested, it must have the potential to make a difference to city life and improve a situation for the benefit of people living and working in Southampton.

- **Opportunity to engage partners:**

With many of the key issues facing the city being addressed through joint working and mechanisms such as the Local Area Agreement which require the active engagement of key delivery partners, there is an opportunity for inquiry outcomes to benefit from the input of partners into the scrutiny process. The Local Government and Public Involvement in Health Act also makes provision for what it terms “key partner authorities” (e.g the police and the Primary Care Trust) providing information to overview and scrutiny committees.

- **Avoiding duplication:**

There are other review bodies within the council (e.g. the Audit Committee) and external inspection bodies seeking to ensure the delivery of strategic objectives and improved operational services by the Council and its partners. It would not be an effective use of scrutiny resources to duplicate reviews. Where the scrutiny inquiry process could add value is by identifying issues that are not being reviewed elsewhere, or by connecting issues that have been reviewed individually but which have not brought together for the benefit of local residents.

- **Resources:**

The Committee will need to satisfy itself that adequate officer resources are available to support the inquiry process, both from the Policy and Performance Analyst Team, and from the service areas in the Council or partner organisations who would be required to provide witnesses and technical advice.

The process of undertaking a Scrutiny Inquiry

71. Once the terms of reference and the inquiry plan for a scrutiny inquiry have been established by the Overview and Scrutiny Management Committee, inquiry meetings will be incorporated into the scheduled monthly meetings of the designated Scrutiny Panel.
72. Prior to the first inquiry meeting, members will be sent various briefing notes and information to help them become familiar with the background to an inquiry topic. At the first meeting the Scrutiny Panel will receive the inquiry terms of reference, inquiry plan, and a briefing covering the key issues relating to the inquiry topic.

73. The inquiry will then proceed in accordance with the inquiry plan. Policy and Performance Analysts will supply members with a summary of the key points from each meeting. On occasions members may be invited to informal meetings. These are not subject to access to information rules and are held in private. The purpose is to allow members to review and reflect on the information presented, to discuss potential areas for recommendations, and for drafting sections of the inquiry report.
74. At the end of the process the Scrutiny Panel will hold a formal meeting in public to make any final changes to its report and recommendations and to formally adopt a final document for submission to the Overview and Scrutiny Management Committee.

Completed Inquiry Reports

75. Overview and Scrutiny Management Committee will assess whether the panel has adequately fulfilled the terms of reference given to it. Overview and Scrutiny Management Committee may approve the panel's report, or refer it back for further work.
76. Overview and Scrutiny Management Committee will then submit the report to the Cabinet for consideration. The Cabinet will normally respond to an inquiry report within two months of submission to Cabinet.

SCRUTINY SKILLS

77. This section outlines some of the key skills required to undertake successful scrutiny.

Asking Questions

78. Scrutiny will be at its most effective when panel members examining a topic are able to ask the right people the right questions in order to get to the information required to make an effective assessment of the matter under consideration. Scrutiny officers will provide advice and support to Members if requested in advance of the meeting to ensure that Members are best placed to have the most appropriate Cabinet Members, officers and representatives from partners in attendance at their meetings. Guidance on asking questions is outlined below.

Putting questions to Cabinet Members and officers

79. It is important to distinguish between the types of question that are most appropriate to be put to and answered by Cabinet Members, and those which are most appropriately put to and answered by officers. The paragraphs below give examples of the different types of question that can be asked of Cabinet Members and officers.
80. Cabinet members can be expected to answer questions about:-
- a) The general direction and content of policies, e.g.
 - *Why do you think this is the right policy?*
 - *What factors lead you to implement this policy?*
 - *Council X is known to have had problems in this area – why do you think the same thing won't happen in Southampton?*
 - *What are the key results and outcomes you would expect to see in 6/12 months' time?*
 - b) The reasons for chosen priorities, e.g.
 - *Why are you proposing to do X before Y?*
 - *Why are you allocating resources to this proposal now when Y is in such a bad way?*
 - c) Performance within their portfolio area
 - *What is your opinion of the overall performance of your portfolio this quarter?*
 - *Which areas of under-performance are currently of greatest concern to you?*
 - *What steps do you propose to undertake to ensure any areas of under-performance are improved?*
 - *It seems to me there are problems/shortcomings with X:-
How serious do you think they are?
What steps do you intend to take to improve the service?
How soon do you think we can expect to see significant improvements?*

- *It seems to me that something went seriously wrong with X:-
What involvement did you have in overseeing the process (name whatever the process is)?
Do you think you knew enough about what was happening, and if not, why not?
Why weren't you aware of any problem(s) earlier?
What steps have you taken to make sure this won't happen again?
Do you think these steps go far enough? (And refer to any areas where you think the cabinet member is not going far enough)*

81. If the Cabinet Member defers to officers for questions of this type, it is quite in order for the scrutiny Member to indicate they would like the response to come from the Cabinet Member. If the Cabinet Member is unable or unwilling to do so then the Scrutiny Member may wish to make a comment on it.

- Officers can be expected to answer questions about:-

a) Technical terms and jargon referred to in a report

- *What does X mean?*
- *Can you explain how X will work?*

b) The methodology for collecting data referred to in a report.

- *How did you go about collecting the figures set out in paragraph X?*
- *To what extent do these figures convey the overall picture?*

c) The detailed interpretation of data referred to in a report.

- *What period to these figures cover? (If not clearly labelled)*

d) Detailed issues of technical implementation.

- *I see from the report that there were problems with X. Why were these not highlighted earlier?*

e) Detailed issues of technical problem solving.

- *How soon do you think these remedies will take effect? (The Cabinet Member can then be asked if they think this is soon enough)*

f) Advice given to the Cabinet Member

- *Does the decision proposed/implemented reflect the advice provided to the Cabinet Member?*

82. If upon reading a report there are issues in it where Scrutiny Members want detailed answers to questions which depend on facts not contained in any supporting report, then Members should contact the relevant Policy and Performance Analyst and indicate the line of questioning they wish to pursue and the detail they are looking to examine. The Policy and Performance Analyst will then indicate to the relevant officers the nature of the data and information they need to prepare to answer questions on at the meeting. If this is not done and a detailed question is subsequently asked at a meeting, the officer is entitled to

respond that they are unable to answer a detailed question of this type and it may not be possible to pursue this line of questioning at the meeting.

Directing the Right Questions to the Right People

83. The less senior a member of staff, the lower his or her responsibility for policy and resource decisions within their area of work. If involved in the Scrutiny process at all, the contribution of members of staff below the level of Head of Section should be confined to matters of fact within their day to day working environment, including the practical results of particular policy choices. For example, they might be involved in providing Panels with factual briefings but it would not be appropriate for them to discuss or comment on resource allocation or policy matters. Therefore, the agreed convention is that:
- Overview and Scrutiny Management Committee/Panels will not normally require the attendance of any officer below Head of Section where policy matters are involved;
 - Officers below Head of Section may attend but questioning should be confined to matters of fact only and not resource allocation or policy;
 - Officers may be asked for their professional views on services or policies.

Formulating Good Quality Recommendations

84. The attributes of effective recommendations reflect the key data quality principles the Council has been embedding in its work in recent years. The list below highlights the most common ones which are relevant to the overview and scrutiny process.
- **Clarity:** Recommendations need to be clear and intelligible. They should be unambiguous and say what is meant, not what the proposer may have intended to say.
 - **Specific:** As well as possessing clarity, a good recommendation should be specific. This is best achieved by concise recommendations that attempt to deal with a single point, as opposed to bringing together a number of trains of thought within a single recommendation.
 - **Realistic:** A successful recommendation is one that can make a real difference to policy development or service delivery. In formulating the recommendation it is therefore important to take account of what is realistically achievable. Scrutiny should ultimately be judged by the difference it makes to improving city life, and not by the number of recommendations members produce.
 - **Action focussed:** The impact of scrutiny can be assessed if the recommendations are based on an action that can subsequently undertaken either by the Executive or a partner organisation. There may be occasions when passive recommendations (e.g. those that welcome a proposal, or support an action) are appropriate, but in the main effective recommendations are those that propose a specific course of action underpinned by evidence presented to the Scrutiny Panel, or related to an intellectual case developed by the Scrutiny Panel.
 - **Measurable:** If there are specific changes or improvements that members are looking for, then these should be set out in the recommendation with an

appropriate timescale. This is key to being able to measure the impact of the scrutiny recommendation further down the line.

Achieving more successful recommendations

85. The following list of practices may assist members in formulating better quality recommendations.

- **Read all reports prior to the meeting:** Despite shortcomings that members regularly identify in written reports, they contain useful information which is important for members to be aware of at the start of the consideration of any issue.
- **Issues in reports need to be understood:** Reading reports and gaining an understanding of the issues is likely to result in being able to ask more challenging questions. This in turn can lead to a greater understanding of the issue, and generate higher quality recommendations that may result in a measurable difference to residents' lives. If the issues are not clear and understandable from reading the reports, briefings can be arranged through officers in the Performance and Scrutiny team in advance of the meeting.
- **Identify the key issues that are most likely to be the subject of recommendations:** Members prefer meetings to not normally last for more than 2 hours. Therefore, preparation which prioritises and identifies the key issues will enable members to focus on the most important matters in the meeting and to enable recommendations to be focussed on these issues.
- **Ask the right questions:** It is impossible to identify a list of right questions that can be applied in every circumstance, but if the answers to questions such as "who", "what", "why", "where", "when" and "how" are not apparent from the report, then there is likely to be a need to ask them at the meeting.
- **Listen to information provided at the meeting:** Listening skills are absolutely key to successful scrutiny outcomes. Useful and critical pieces of information can be elicited if the right questions are asked, but the benefit of the information generated through the question process is lost if a Scrutiny Panel is not listening carefully to the response provided. The most successful supplementary questions are likely to be those generated in response to answers given to the previous question.
- **Effective use of pre-meetings:** The pre-meeting session is an important, but frequently under-utilised, opportunity for members to identify collectively the key issues and plan a campaign for asking questions, ensuring all their key concerns get covered. At the moment it is unusual for all panel members to be present for the whole of the pre-meeting. However, a Scrutiny Panel has the best chance of being effective if it works as a team, and this is difficult to achieve if it has not collectively discussed and agreed its inquiry tactics prior to the start of the meeting.

Blocks to making successful recommendations

86. There are a number of reasons why significant issues being discussed do not result in successful recommendations being made. Some of the most common are identified below:-

- **Using meetings to collect information:** Good scrutiny is about making a difference to the overall quality of city life. This objective cannot be achieved if members use the meeting simply to collect information. To take the process forward members need to use the information obtained. If further information is needed to advance the scrutiny process then members should raise their concerns with the Policy and Performance Analysts prior to the start of the meeting. If necessary individual or collective briefings can then be arranged with appropriate officers.
- **Using scrutiny meetings to undertake case-work:** Scrutiny meetings enable members to look at whole areas of work and activity. Asking questions about instances resulting from an individual case distracts the Scrutiny Panel from broader issues that are the subject of the meeting. This is not to say that the understanding of detail is not important to the scrutiny process, but it must be directly related to the planned outcome from the scrutiny discussion.
- **Compiling recommendations that express opinions or request further information, but do not lead to action:** If recommendations go no further than expressing views on a particular topic, then there is little prospect of them leading to a tangible change in city life. Similarly, simply asking for more information to be supplied either to a future meeting, or outside of the formal meeting process, cannot lead to the Scrutiny Panel being able to generate an outcome without further consideration of the issue.
- **Not being clear on what is wanted at the point of making recommendations:** If a member making a recommendation is not clear on what is trying to be achieved and why for local residents, then there is little chance of the recommendation making a difference to the overall quality of city life.

CONCLUSION

87. This handbook sets out practical advice to members for the conduct of overview and scrutiny in Southampton City Council. The information and guidelines it contains aim to provide guidance and information on the most important and most common issues scrutiny members are likely to encounter. The document aims to be comprehensive, but cannot be exhaustive. If any issues and questions arise which it does not cover or are missing, or information provided is not clear and requires further explanation and guidance, members should contact the officers listed below, who will be able to respond to any questions and problems.

<p>Assistant Chief Executive (Strategy)</p> <p>Joy Wilmot Palmer – 8083 4428 Joy.wilmot-palmer@southampton.gov.uk</p>	<ul style="list-style-type: none"> • Standards of delivery of overview and scrutiny • Resources for overview and scrutiny • Approval of call-in requests
<p>Head of Policy and Improvement</p> <p>Suki Sitaram – 8083 2060 Suki.sitaram@southampton.gov.uk</p>	<ul style="list-style-type: none"> • Overview and Scrutiny Management Committee meetings • Call-in arrangements • Scrutiny handbook contents • Advice on scrutiny procedures • Conduct of the Policy and Performance Analysts
<p>Policy and Performance Analysts</p> <p>Mark Pirnie – 8083 3886 Mark.pirnie@southampton.gov.uk</p> <p>Dorota Goble – 8083 3317 Dorota.goble@southampton.gov.uk</p> <p>Adam Reeves – 8083 3378 Adam.reeves@southampton.gov.uk</p> <p>Caronwen Rees – 8083 2524 Caronwen.rees@southampton.gov.uk</p>	<ul style="list-style-type: none"> • Scrutiny Panel meetings • Information on scrutiny inquiries • Requests for briefings

Agenda Item 11

ITEM NO:11

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	UPDATE ON PROGRESS – PREVIOUS SCRUTINY INQUIRIES		
DATE OF DECISION:	22 APRIL 2010		
REPORT OF:	HEAD OF POLICY AND IMPROVEMENT		
AUTHOR:	Name:	Suki Sitaram	Tel: 023 80 83 2060
	E-mail:	Suki.sitaram@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

N/A

SUMMARY

This report provides an update on the progress made in relation to the recommendations made by Scrutiny Panels about previous Inquiries.

RECOMMENDATIONS:

- (i) The Overview and Scrutiny Management Committee is requested to consider the report and provide feedback.
- (ii) To note that all the recommendations agreed by the Executive on 16th February 2009 in response to the Fuel Poverty Inquiry have now been completed and where appropriate incorporated into service delivery.

REASONS FOR REPORT RECOMMENDATIONS

1. The Overview and Scrutiny Management Committee agreed that officers should provide regular updates on the actions accepted by the Executive in relation to the recommendations from previous Inquiries.

CONSULTATION

2. Not applicable.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3. No alternative options were considered as this report has been requested as part of the Scrutiny monitoring process undertaken by the Overview and Scrutiny Management Committee.

DETAIL

4. This report provides updates on the following previous Inquiries:
 - Fuel Poverty;
 - Increasing Independent Living in Housing;
 - NEETS;
 - Crime & Disorder/Absence from School;
 - Children's APA ; and

- Enforcement.

Fuel Poverty

5. The Environment and Sustainability Scrutiny Panel considered the issue of Fuel Poverty and presented 14 recommendations to the Executive on 24th November 2008. In response, on 16th February 2009 the Executive accepted 10 of these recommendations, rejected 1 and noted 3 others subject to further work being undertaken to assess the affordability and practicality of the recommendations before deciding whether or not to implement them. Overview and Scrutiny Management Committee received a progress report on implementation of the agreed actions at the meeting on 10th September 2009. At that time, 8 out of the 13 acknowledged recommendations had been fully implemented, leaving 3 actions outstanding relating to the accepted recommendations and 2 noted recommendations (for further consideration). Appendix 1 of this report sets out the current position for each of the 5 outstanding recommendations and associated agreed actions. Overall good progress has been made and the current position is that all recommendations have been completed by the end of March 2010. It should also be noted that some actions have now been incorporated into the delivery of services (e.g. referral system and staff training) on an ongoing basis.

Increasing Independent Living in Housing

6. The Healthy City Scrutiny Panel considered the issue of Increasing Independent Living Through Housing between September and December 2008. The Overview and Scrutiny Management Committee presented 17 recommendations to the Executive on 16th February 2009. In response, on 20th April the Executive accepted 15 of these recommendations and noted 2 others subject to further work being undertaken to assess the affordability and practicality of the recommendations before deciding whether or not to implement them.
7. The Overview and Scrutiny Management Committee received a progress report on implementation of the agreed actions at a meeting on 8th October 2009. At that time, 7 recommendations and 12 of the 24 actions had been fully implemented leaving 9 actions outstanding relating to the accepted recommendations and the 3 actions for the noted recommendations. Appendix 2 of this report sets out the current position for each of the 8 outstanding recommendations and 12 associated agreed actions. Overall good progress is being made and it should be noted that some of the outstanding actions have longer term timescales where they cannot be implemented quickly or where a further decision is required. The position at the end of March 2010 is that there are 5 recommendations and 6 actions still outstanding. Further updates will be provided to OSMC on a 6 monthly basis (until all the actions are completed / resolved or progress reporting is not required).

NEETS

8. On 8 October 2009, the Overview and Scrutiny Management Committee endorsed the 34 recommendations of the Economic Well Being Scrutiny Panel following their Inquiry into Young People Not in Education, Employment or Training which was held between January and July 2009. The Cabinet response to the Scrutiny Panel recommendations was approved on 28 September 2009. Appendix 3, details Cabinet's response to the recommendations, together with a progress update on each recommendation. 31 of the 34 recommendations have been completed and there is planned activity to meet the remaining three.
9. The objectives of the Scrutiny Inquiry were:
 - To identify the number of young people who are not in education, employment or training in Southampton and analyse trend information.
 - To identify the causes / reasons for the high level of young people not in education, employment or training within Southampton and the impact on the economy of the city
 - To review the action being taken to reduce the number of young people who are not in education, employment or training levels by Southampton City Council and partners
 - To compare the performance and methods of Southampton with other local authority areas and identify successful strategies
 - To highlight examples of good practice
 - To develop ideas for strategies that may help to reduce the number of young people who are not in education, employment or training in Southampton.

Crime and Disorder and links with Absence form School

10. From February to June 2009 the Safer Communities Scrutiny Panel undertook an inquiry into the potential links between crime and disorder and absence from school. The inquiry identified that on average 1,960 pupils were absent from Southampton's schools each day in 2007/08. The Panel did not find clear evidence that pupils who were persistently absent from school are committing offences within school hours in Southampton. The Panel did however identify that absence from school is associated with poorer outcomes for young people. The Panel's report therefore set out a number of recommendations to help underpin the progress that Southampton's schools are making in tackling levels of absence.
11. On 18 June 2010, the Overview and Scrutiny Management Committee endorsed the 16 recommendations of the Safer Communities Scrutiny Panel. In September 2009 11 of the 16 recommendations were accepted by Cabinet, 3 recommendations were noted with further work to be undertaken, 1 recommendation was partially accepted, and 1 recommendation was not accepted.

12. Appendix 4 details Cabinet's response to the recommendations, together with a progress update on each recommendation. The appendix shows that action has been completed against a number of the endorsed recommendations, whilst progress continues to be made against a number of the other recommendations.

Children's Annual Performance Assessment

13. On 10 September 2009, the Overview and Scrutiny Management Committee endorsed all seven recommendations of the Children and Young People's Scrutiny Panel following their Inquiry into the Children's Annual Performance Assessment (APA) which was held between July and August 2009. The Inquiry considered the Action Plan that had been developed in response to the 22 weaknesses in the Children Annual Performance Assessment (APA), in terms of whether it was appropriate to drive improvement and to consider changes in performance in the areas of weakness since they were identified in the APA letter.
14. The Children and Young People's Scrutiny Panel concluded that the Southampton APA Action Plan was appropriate and demonstrated sign up from key partners and partnerships. The Panel recognised that outcomes for children and young people in Southampton had improved in a number of areas since the APA judgement was made. However it identified that there had been limited progress or a decline on performance levels in other areas.
15. The Cabinet approved the Scrutiny Panel's seven recommendations on 18 January 2010. Appendix 5 details Cabinet's response to the recommendations, together with a progress update on each recommendation. This shows that action has been taken to progress the recommendations and most will receive continuing attention. The updated performance monitoring shows that 10 of the 22 weaknesses are showing as improved, 4 are maintaining slight variance to target, 7 are significantly at variance to target and one is not longer applicable.

Enforcement Review

16. The council carried out an Enforcement Review during 2009 and a number of recommendations from this review are being implemented. Of particular note:
 - A new integrated street enforcement team was launched on the 5th April 2010 and its called City Patrol. This comprises Parking Enforcement and the former City Patrol team. The team has a new distinctive uniform and will be clearly identified as City Patrol.
 - A corporate Enforcement Plan will be completed by the end of April 2010 and this will set out the key priorities, targets and initiatives for all of the council's enforcement activity. This will be overseen by an Officer Board led by the Director of Environment.
17. In August and September 2009, the Safer Communities Scrutiny Panel examined the outcomes of the Review and made a number of recommendations. Appendix 6 provides an update on the implementation of the cross council Enforcement Review and on the recommendations from the Safer Communities Scrutiny Panels Inquiry into the Enforcement Review.

FINANCIAL/RESOURCE IMPLICATIONS

18. The financial, legal, resource, property and policy implications resulting from the Fuel Poverty Inquiry were identified within the reports considered by Cabinet on in relation to each of the Inquiries.

Capital

19. As detailed in the relevant Cabinet reports.

Revenue

20. As detailed in the relevant Cabinet reports.

Property

21. As detailed in the relevant Cabinet reports.

Other

22. N/A

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

23. As detailed in the relevant Cabinet reports.

Other Legal Implications:

24. As detailed in the relevant Cabinet reports.

POLICY FRAMEWORK IMPLICATIONS

25. As detailed in the relevant Cabinet reports.

SUPPORTING DOCUMENTATION

Appendices

1. Update on the recommendations relating to Fuel Poverty
2. Update on the recommendations relating to Increasing Independent Living in Housing
3. Update on the recommendations relating to NEETs
4. Update on the recommendations relating to Crime and Disorder and links with Absence from School
5. Update on the recommendations relating to Children's APA
6. Update on the recommendations relating to Enforcement Review

Update on Fuel Poverty Inquiry

Update on response to Fuel Poverty Inquiry Recommendations – 22nd April 2010

No	Recommendation	Actions agreed in February 2009.	Progress / Position March 2010
2	<p>A fuel poverty referral system, similar to Luton Borough Council's, is developed to co-ordinate the activities undertaken by Southampton City Council and partners to alleviate fuel poverty. This referral system must:-</p> <p>a) Work closely with SWAP [Southampton Warmth for All Partnership]</p> <p>b) Help to co-ordinate available grants to ensure that maximum value is obtained by residents</p> <p>c) Work with partners to improve trust amongst vulnerable groups</p> <p>d) Seek to maximise the uptake of benefits for residents in fuel poverty, including energy suppliers' social tariffs.</p>	<p>Responsible Officer – Private Sector Housing Manager.</p> <p>This recommendation is noted but requires further investigation to identify the additional resources needed and a longer term budget for the associated costs before a commitment is made for its implementation.</p> <p>Temporary funding has been secured for a 6 month pilot project [from November 2008 to April 2009] to co-ordinate a series of activities relating to fuel poverty this winter.</p> <p>This has funded a temporary Co-ordinator post who has been working to adapt many of the features of the Luton BC scheme for use in Southampton. Including setting up the 'Keeping Warm this Winter' free phone helpline [accessed via 0800 519 1100] with recorded advice on tackling fuel poverty, sign posting to appropriate agencies (i.e. for free insulation, benefits check, keeping warm and well) and to request a tailored information pack (e.g. for older people, for families with young children etc.). This facility has been developed in association by SWAP.</p> <p>Advice is already being provided which links in with assistance from Warm Front and PUSH 4</p>	<p><u>Action Completed / [Ongoing]</u></p> <p>A fuel poverty referral system is in place in the City using a single free phone number and is coordinated on behalf of SWAP by the Council's energy efficiency officer. In addition where officers from across SCC and partner organisations visit clients homes they can refer potential fuel poverty cases they encounter.</p> <p>The Home Safety Project being run as part of the Cities in Balance Programme (Later Years Partnership) also routinely identifies older people in fuel poverty and refers them for assistance.</p> <p>The Council is currently evaluating a new national initiative called Hotspots, which has been developed by a national fuel poverty charity. This is a cross-referral initiative that aims to engage frontline practitioners as referrers of vulnerable and hard-to-reach households primarily into sources of energy efficiency assistance and advice, income maximisation and home safety services. This will complement the existing arrangements. Further information is</p>

Update on response to Fuel Poverty Inquiry Recommendations – 22nd April 2010

No	Recommendation	Actions agreed in February 2009.	Progress / Position March 2010
		<p>Safer Homes Work with partners to improve trust and to promote benefit take up for residents in fuel poverty is underway with an action plan being developed. In the early summer, following the end of the pilot period, the progress, outcomes and future potential will be evaluated for the Cabinet Member to consider and to determine the next steps.</p>	<p>available at http://www.nea.org.uk/hotspots/ It should be noted the Council's new Executive Director for Adult Social Care is from Luton and will be well placed to assist and advise the Council on this area.</p>
4	<p>Fuel poverty training continues to be rolled out across Southampton City Council and key partners who visit people at home. Training should include identifying the signs of fuel poverty and knowledge of the referral system. The proposed conference should be a platform to help address this need.</p>	<p>Responsible Officer – Private Sector Housing Manager Target date for completion: Summer 2010 Recommendation accepted as a continuation and expansion of existing of fuel poverty awareness training already provided to Council staff and partners, etc. The Energy Officer is currently responsible for providing and co-ordinating training for various community groups and advice agencies. Furthermore Eaga (the organisation that provides Warm Front grants) and the Environment Centre (local sustainability charity funded by the Energy Saving Trust) also have training programmes</p>	<p><u>Action Completed / [Ongoing]</u> The training of staff across Southampton City Council and key partners who visit people at home is continuing and enables participants to recognise fuel poverty and make an appropriate referral. Further training event is being planned this year in conjunction with the Environment Centre.</p>
6	<p>Work to alleviate fuel poverty is co-ordinated with the emerging programme designed to co-ordinate promotion of benefits take up.</p>	<p>Responsible Officers – Regeneration & Renewal Manager / Development Officer (Poverty) [in conjunction with Corporate Communications] Recommendation accepted and work is already in progress with Corporate Communications to</p>	<p><u>Action Completed / [Ongoing]</u> A new benefits take-up action plan has been delivered by Regeneration and the Housing and Money Advice Service. Joint actions on events and publications have taken place, such as articles in City</p>

Update on response to Fuel Poverty Inquiry Recommendations – 22nd April 2010

No	Recommendation	Actions agreed in February 2009.	Progress / Position March 2010
		develop a comprehensive benefit take-up campaign for 2009/10 to coincide with support to assist with the Credit Crunch and work with the Anti-Poverty Group. The advice will cover a range of benefits and information including fuel poverty and a range of activities being developed by council advice services and voluntary sector advice providers.	View and Tenants Link, debt management and benefits awareness and ongoing “road shows” in places such as the Marland Shopping centre as well as publicity through leaflets and advice and guidance on City Council’s web site.
11	The Cabinet Member for Housing and Local Services writes to the appropriate Government Minister to request that the law be amended to enable landlords, whose tenants die due to the energy inefficiency of the property, to be prosecuted.	<p>Responsible Officer – Private Sector Housing Manager</p> <p>Recommendation noted subject to further advice from the Council’s Solicitor. The Council already has powers to prosecute landlords with regard to the thermal comfort of the property but solicitors have been asked to check the extent to which existing powers may also be used to prosecute landlords in manslaughter type cases.</p>	<p>No further action required / Completed</p> <p>Cabinet Member has received legal advice that existing powers permit action against landlords where evidence of a wilful failure to insulate or provide heating leads to a death.</p> <p>In practice, this would be difficult to prove, so it is considered more appropriate to take action under the Housing Act 2004 and civil action (where the burden of proof is lower).</p>
13	The Environment and Sustainability Scrutiny Panel welcomes the actions proposed by the Government to reduce any unjustified tariff differentials being paid by some pre-payment customers. In addition it is recommended that: Southampton City Council and local partners, to include all partners in SWAP, increase awareness amongst	<p>Responsible Officer – Private Sector Housing Manager</p> <p>Recommendation accepted. Actions are already underway with information available through the fuel poverty advice number and associated marketing (included as advice on ‘managing your fuel bills’)</p>	<p><u>Action Completed / [Ongoing]</u></p> <p>Southampton Warmth for All Partnership has actively promoted awareness of social tariffs through Primary Care Trust, Sure Start, Age Concern, City Council staff and others. This information has also been provided from the Keep Warm advice line, radio broadcasts and via voluntary groups. Information on social</p>

Update on response to Fuel Poverty Inquiry Recommendations – 22nd April 2010

No	Recommendation	Actions agreed in February 2009.	Progress / Position March 2010
	vulnerable groups of social tariffs provided by energy suppliers.		tariffs and assistance from energy suppliers and their contact numbers are available on the Council's web site. City View magazine for February / March gave advice on Warm Front & how to keep warm with further information / an article on accessing social tariffs planned for publication in City View later this year.

Update on Increasing Independent Living Through Housing Inquiry

Update on response to Increasing Independent Living through Housing Recommendations – 22nd April 2010

No	Recommendation	Actions agreed in April 2009.	Progress
SUPPORTING PEOPLE:			
1	That Supporting People funding for older people is determined by the needs of older people irrespective of their housing situation.	<p>Responsible Officer – Commissioner Supporting People</p> <p>Target Date for Completion – December 2010</p> <p><u>Recommendation Accepted.</u> Supporting People funding for services for older people is currently being reviewed and is in a transition period. The new structure covering services in all tenures will be in place during next year.</p>	<p><u>Action in Progress / Not yet due to complete</u></p> <p>Funding for a service providing support to older people in the community has been secured to March 2011, and the contract has been let to SCC. This service has commenced, and takes over from an original one year support service.</p> <p>Consultation with residents on wider issues for sheltered housing to commence March / April 2010.</p> <p>This is part of a longer term project to provide better quality support and care to older people with links to commissioning, telecare and community services</p>
2	That through the Supporting People Programme work is undertaken with support providers and landlords to rationalise community alarm provision and ensure that baseline quality service standards are met.	<p>Responsible Officer – Commissioner Supporting People</p> <p>Target Date for Completion – December 2010</p> <p><u>Recommendation Accepted.</u> Work is currently in progress with landlords and community alarm service providers to better understand the current service and to identify areas for improvement. Baseline service standards will be agreed and in place from</p>	<p><u>Action in Progress / Not yet due to complete</u></p> <p>Review of community alarm services updated. Consultation with landlords to commence in March / April 2010.</p> <p>This is part of a longer term project to provide better quality support and care to older people with links to commissioning,</p>

Update on response to Increasing Independent Living through Housing Recommendations – 22nd April 2010

No	Recommendation	Actions agreed in April 2009.	Progress
		2010.	telecare and community services.
INCENTIVES OFFERED TO UNDER-OCCUPIERS TO RELINQUISH COUNCIL OWNED FAMILY HOMES:			
4	Southampton City Council invests resources into practical support to help and encourage under-occupiers to relocate to smaller accommodation.	<p>Responsible Officer – Head of Housing Solutions Target Date for Completion – Pilot Plan April 2010 <u>Recommendation Accepted.</u> A successful bid has been made to CLG to secure resources for a pilot scheme to encourage and facilitate moves to alleviate overcrowding / under-occupation. Further work will be undertaken, during the pilot period, to determine whether this scheme is effective and it can be mainstreamed.</p>	<p><u>Action Completed / [Ongoing]</u> Funding has been secured to enable a pilot project to be undertaken on ‘overcrowding’ which will also include tackling under-occupation. Work undertaken to date includes publicity and liaison with housing associations to encourage tenants ‘under occupying’ their own property to ‘downsize’ to a smaller home. The results of the initial phase of the pilot project are expected in Spring 2010. A further bid has been made to continue / develop this project further in 2010/11 and for additional resources for relocation incentives. An incentive scheme is in place to encourage people to relocate to smaller, more appropriate, properties to suit their housing needs.</p>
5	Southampton City Council continues to contact under-occupiers on a regular basis informing them of the availability of suitable alternative	<p>Responsible Officer – Head of Housing Solutions Target Date for Completion – Ongoing <u>Recommendation Accepted.</u> Tenants under-occupying Council owned homes can be identified from our tenancy records and contacted as</p>	<p><u>Action Completed / [Ongoing]</u> Officers contact people in this situation as part of the ‘Under Occupation’ project [See 4 above] and as part of the lettings process.</p>

Update on response to Increasing Independent Living through Housing Recommendations – 22nd April 2010

No	Recommendation	Actions agreed in April 2009.	Progress
	accommodation.	opportunities / new developments arise. The lettings process is used to promote opportunities, for example, the scheme of 2 bed bungalows in Thornhill suitable for 1-2 people.	
6	Southampton City Council increases the financial incentives offered to under-occupiers who move to smaller City Council owned or RSL accommodation. The increase should take into consideration the incentives offered by other local authorities and the relative success or otherwise of their schemes, and should be reviewed annually.	<p>Responsible Officer – Head of Housing Solutions Target Date for Pilot Completion – April 2010 <u>Recommendation Noted with further work to be undertaken.</u> The scope and value of incentive payments / support will be reviewed under the pilot scheme [No. 4 above]. This may also include extending the scheme to occupiers of flats. Partner RSLs are also reviewing their own systems to improve under occupation SCC's letting policy was amended to increase housing needs points and to prioritise RSL under-occupiers to enable moves to take place.</p>	<p><u>Action in Progress / Decision Awaited</u> Officer review linked to 'under occupation' project is currently in progress and due to conclude by Spring 2010. There has been a bid for additional resources for incentives in the bid made to Government for resources (as described above) for 2010/11. Following pilot scheme conclusion / evaluation, the business case for increasing financial incentives to be considered by the Cabinet Member prior to the budget setting process.</p>
DISABLED ADAPTATIONS			
9	The new processes for delivering disabled adaptations be evaluated when full year performance information becomes available. This process should include service users and stakeholder groups.	<p>Responsible Officer – Asst. Head of Health and Community Care Target Date for Completion – June 2009 <u>Recommendation Accepted</u> Meetings are being set up with Later Years Partnership, Health and Community Care Customer Forum.</p>	<p><u>Action Completed / [Ongoing]</u> All relevant stakeholders have been consulted and will be involved in reviewing performance.</p>

Update on response to Increasing Independent Living through Housing Recommendations – 22nd April 2010

No	Recommendation	Actions agreed in April 2009.	Progress
		<p>Responsible Officer – Head of Decent Homes Target Date for Completion - June 2009 <u>Recommendation Accepted</u> Tenant evaluation survey forms are also being reviewed to ensure they capture key performance information and outcomes. These to be reported quarterly and reviewed April 2010.</p>	<p><u>Action Completed / [Ongoing]</u> Customer satisfaction returns are sent to all clients on completion of work and feedback is captured with any reasons for dissatisfaction being followed up. Performance information considered by service management regularly. In addition, the reformed joint officer / tenant 'Disability and Equality Group' meet regularly and will review the effectiveness of the survey forms / overall performance.</p>
10	<p>Following the performance evaluation the Panel recommends that the overall service standard for the delivery of major disabled adaptations from referral to installation should be reduced from 12 months to a challenging target to be determined once a full year's performance information becomes available.</p>	<p>Responsible Officers – Asst. Head of Health and Community Care; Head of Decent Homes; Head of Housing Solutions Target Date for Completion – Review of performance data – June 2010 leading to budget setting process for 2011/12 Recommendation noted with further work to be undertaken. The aspiration to reduce the time taken is welcomed and supported. Existing systems will continue to be reviewed to improve efficiency by streamlining processes where Many major adaptations can involve substantial costs and have a range of complexities including funding, planning and construction aspects. Over £2.5m is invested annually into adaptations and introducing a new challenging target is likely to require additional resources to significantly reduce</p>	<p><u>Action in Progress / Not yet due to complete</u> In February 2010, Council agreed the Budget & investment of at least £3.2M per annum in each of the next 3 years. [DFGs £1.8M & HRA £1.4M]. This increased level of resource is needed to meet increased demand / volume of adaptations rather than reducing completion time targets. In 2009/10, there was a large increase in the volume of referrals including a doubling in the number of critical cases [from just over 100 to over 200 cases] and this has adversely affected the response times for non urgent and major cases with many still taking over 12 months to complete. Performance information is being collected /</p>

Update on response to Increasing Independent Living through Housing Recommendations – 22nd April 2010

No	Recommendation	Actions agreed in April 2009.	Progress
		<p>the overall timescales. Review of performance targets and resources required to allow reduced timescales to be undertaken. The budget setting process to determine whether additional resources can be identified to reduce the timescale.</p>	<p>analysed through the PARIS system this year and the overall performance for 2009/10 is expected to be available from May 2010. Following further consideration by Cabinet Member(s) a decision is needed prior to the 2011/12 budget setting process.</p>
		<p>Responsible Officer(s) – As above Following the review of performance information, Cabinet Member(s) will consider performance standards and targets in consultation with their other Cabinet colleagues and inform OSMC.</p>	<p><u>Action in Progress / Decision Awaited</u> Relevant Cabinet Member(s) to consider the review of performance information in light of overall budget position. Result to be determined by over summer months / communicated to OSMC and reflected in 2011/12 budget setting process.</p>

Update on response to Increasing Independent Living through Housing Recommendations – 22nd April 2010

No	Recommendation	Actions agreed in April 2009.	Progress
12	The City Council works with other local authorities to develop a comparator group that will enable Southampton City Council's performance standards, targets, budgets and processes relating to the delivery of disabled adaptations to be compared with other authorities.	<p>Responsible Officer(s) – As above</p> <p>Target Date for Completion – June 2010 for 2009/10</p> <p>Recommendation accepted. Work is in progress to develop comparator information with other councils in the Major Cities Group; those across Hampshire and with the Audit Commission.</p> <p>In addition Decent Homes is working with Winchester City Council to examine processes and costs for major adaptations to ensure best value and best practice is achieved. Benchmarking is also planned with other housing authorities and RSLs.</p>	<p><u>Action Completed / [Ongoing]</u></p> <p>Development of benchmarking at a national level with Major Cities / Housemark has been very slow. However, work has progressed to establish benchmarking with local authorities across Hampshire [excluding Portsmouth] and housing associations to develop comparative measures for disabled adaptations in both the private and public sectors.</p> <p>Performance measures have been established for adaptation type, expenditure, job costs and applicant volumes however indicators for time and quality issues have not yet been agreed.</p> <p>This benchmarking data for 2009/10 is due to be available by end of May 2010.</p>

Update on response to Increasing Independent Living through Housing Recommendations – 22nd April 2010

No	Recommendation	Actions agreed in April 2009.	Progress
13	That the City Council seeks to negotiate Service Level Agreements with RSL's, clarifying the role played by RSL's in the delivery of disabled adaptations, and the level of funding that they will provide to support this.	<p>Responsible Officer – Head of Housing Solutions Target Date for Completion – Agreement with Housing Associations by August 2009 to introduce SLAs during coming year – August 2010</p> <p>Recommendation Accepted. The Adaptations Steering Group [internal SCC group] has determined that housing associations should fund from their own resources adaptations under £1,000 as a minimum. Furthermore, SCC is working with PUSH authorities to standardise the housing associations' contribution to disabled adaptations across South Hampshire. Meetings with housing associations have been arranged to seek to negotiate the introduction of SLA's in the coming year.</p>	<p><u>Action Completed / [Ongoing]</u></p> <p>A service level agreement, based on a national model, has been developed by officers. However, this is a voluntary agreement and RSLs are encouraged to adopt it.</p> <p>Western Challenge Hsg Assn has agreed to apply this model and negotiations are continuing with other housing associations in the city and through PUSH to extend the application of this agreement.</p> <p>Housing Associations have continued to invest in the adaptation of properties to meet the needs of their tenants.</p>
HANDYPERSON SCHEME:			
15	That the City Council use the next 2 years to consider the long term options for paying for a handyperson service. This should be mindful of the future financial pressures already being faced by the Supporting People programme locally, and that any funding from this source may be short-term in nature.	<p>Responsible Officer – Commissioner Supporting People Target Date for Completion – April 2011</p> <p>Recommendation Accepted. The period of the new Handyperson service (September 2009 to April 2011) will be fully utilised to consider options for the scope and longer term viability of providing this service including identifying other potential funding sources.</p>	<p><u>Action in Progress / Not yet due to complete</u></p> <p>Funding has been secured for the revised Handyperson Service. Review of longer term funding taking place this year to be considered as part of forthcoming budget setting process.</p>

RESPONSE TO THE NEET SCRUTINY PANEL RECOMMENDATIONS

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
Partnership working				
1	Ensure that Southampton Solent University and Southampton University are represented and fully engaged on the 14-19 Partnership.	Service Manager, 14-19	September 2009	<p>Achieved - no further action</p> <p>Both Universities are represented at Consortium and Operations group level. They have contributed to the mapping of progression routes during Diploma development.</p>
2	Review membership of the Economy and Enterprise Board and ensure appropriate representation from learning providers in the City.	Service Manager, 14-19		<p>Achieved - no further action</p> <p>Led by Assistant Chief Executive, Economic Development and Regeneration.</p>
Strategic leadership and organisational change				
3	Ensure that Portfolio holders for Children’s Services and Safeguarding, Economic Development and Young People and Skills for a sub group of Cabinet to track progress and ensure NEET actions and targets are met with the expectation that the Economic Development Cabinet member will take the lead.	Service Manager, Children and Youth Support	October 2009	<p>Achieved - no further action</p> <p>The Cabinet Members for Children’s Services and Learning are updated with NEET data on a regular basis.</p>
4	Economic Development takes a strategic lead for the co-ordination of effort in reducing NEETs; working closely with the	Head of Service, Young People and Community	October 2009	This recommendation was not accepted as part of the Scrutiny Inquiry and Children’s Services and Learning continue to work in

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
	<p>Cabinet sub group and Children's Services and Learning. This strategic lead will need to ensure the barriers to accessing education, employment and training are integrated with the priorities and targets around worklessness, educational achievement, quality information and advice and the local economic impact. Through partnership working agencies need to understand and act on these priorities in a co-ordinated manner efficiently and effectively in order to meet the Local Area Agreement targets.</p>	<p>Support and Assistant Chief Executive, Economic Development and Regeneration.</p>		<p>partnership with other portfolio holders to address the issues of NEET.</p>
5a	<p>The strategic lead raises the profile of the issue of NEETs within the City Council and externally to ensure that;</p> <p>The 14-19 Learning, Skills and Employability Strategy 2009-2012 and the fully integrated NEET Action Plan is regularly monitored, reviewed and continues to be cross referenced with the EDAP.</p>	<p>Service Manager, 14-19</p>	<p>December 2009</p>	<p>Achieved - no further action</p> <p>The outputs of the 14-19 Strategy are reviewed on a quarterly basis.</p> <p>The NEET project is currently being drafted for the period of 2011 – 2013 and will recognise the NEET caseloading methodology that the service has implemented.</p>
5b	<p>An audit of finance including external funding and personnel involved takes place, as there is concern re duplication of effort to reduce NEETs. (The Scrutiny Panel remains unclear as to how many agencies and staff are involved in reducing the number of NEETs).</p>	<p>Operations Manager</p>	<p>September 2010</p>	<p>Further action to be undertaken</p> <p>The transfer of 16-19 funding from the Learning and Skills Council to the Local Authority, took place with effect from 1 April 2010.</p> <p>The majority of funding streams in support of reducing NEET were from Learning and Skills Council sources. The Local Authority,</p>

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
				as the commissioner of 16-19 provision will now undertake the audit of all funding.
5c	The true cost of NEETs is identified locally and funds are pooled to facilitate joint working that has a focus on long-term spend to save outcomes.	Operations Manager	April 2010	<p>Further action to be undertaken</p> <p>The study completed by the University of York identified the economic and social costs of NEET. The findings from this study have informed the development of locality based teams and the need to identify young people at risk of becoming NEET on transition from primary to secondary school.</p>
5d	The business community and learning providers work together to develop a clear understanding of employers' needs and cascade that information through established partnerships and networks, ensuring appropriate representation.	Assistant Chief Executive, Economic Development and Regeneration and Young People and Community Support.	September 2010	<p>Achieved - no further action</p> <p>The 14-19 Learning, Skills and Employability Strategy sets out an objective to provide an Employer Engagement plan for the City.</p> <p>In addition, the Apprenticeship and Diploma pathways have developed opportunities for young people to engage in work related programmes.</p> <p>Section 106 planning agreements continue to provide opportunities for young people to enter the labour market.</p>
5e	A list is developed of organisations tackling NEETs and young adults with contact details. List to be maintained by SCC and distributed to all stakeholders for ease of communication; work together on fundraising bids, share expertise and	Operations Manager	December 2009	<p>Achieved - no further action</p> <p>The Children and Young People's Trust website contains a listing of all provision for young people and the website continues to be developed and updated.</p>

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
	resources, reduce duplication, improve signposting to young people and share good practice in delivering initiatives that support young people locally.			
5f	Establish medium term budget plans with a view to providing clear funding signals to voluntary groups and agencies and to help overcome the short-term nature of service provision.	Service Manager, Children and Youth Support, Operations Manager and Commissioning Manager, Children and Young People's Trust.	Financial 2010/11	<p>Achieved - no further action</p> <p>The Children and Young People's Trust are already commissioning a range of services for example targeted support for children and young people, 16-18 provision and work is progressing to identify further commissioning opportunities within the Trust's commissioning framework.</p>
Prevention and retention				
6a	It is acknowledged by the Scrutiny Panel that Solent Skills Quest do provide a mentoring training programme to young people, in partnership with local businesses. The City Council should support this programme by taking a keen interest and lead on supporting the development and promotion of this scheme to ensure it is sufficiently resourced and addressing the NEETs issue.	Service Manager, 14-19	November 2009	<p>Achieved - no further action</p> <p>Solent Education Business Partnership leads the brokerage of business mentors from industry, on behalf of the 14-19 Consortium.</p>
6b	The capacity of employees within partner organisations should be released to support young people who are vulnerable to becoming NEET or have already reached that status, into education, employment and/or training.	Operations Manager	On-going	<p>Achieved - no further action</p> <p>Partnership arrangements are facilitated between the secondary schools and local employers to release the capacity of</p>

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
				<p>employees to support and mentor young people in vocational and enterprise initiatives.</p> <p>Solent Education Business Partnership leads this brokerage on behalf of the 14-19 Consortium.</p>
6c	<p>Personal development/training opportunities should be offered to employees in order to increase the provision of cost effective, one to one support and mentoring to all vulnerable young people.</p>	<p>Service Manager, Children and Youth Support</p>	<p>On-going</p>	<p>Achieved - no further action</p> <p>Partnership arrangements are facilitated between the secondary schools and local employers to release the capacity of employees to support and mentor young people in vocational and enterprise initiatives.</p> <p>Solent Education Business Partnership leads this brokerage on behalf of the 14-19 Consortium.</p>
7	<p>Young people who are NEET are referred or actively encouraged to access one to one life coaching style support that will help them for example, make long term plans, take responsibility for their choices and recognise that a job can lead to a career.</p>	<p>Service Manager, Children and Youth Support</p>	<p>On-going</p>	<p>Achieved - no further action</p> <p>Where appropriate opportunities for coaching have been facilitated through enterprise initiatives and business mentoring opportunities.</p>
8	<p>Children's Services and Learning investigate and identify a strategy for dealing with any low uptake of support on offer through the 14-19 Partnership.</p>	<p>Service Manager, 14-19</p>	<p>On-going</p>	<p>Achieved – no further action</p> <p>Curriculum developments including the four national suites of learning including 17</p>

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
				Diploma lines, GCSEs and A Levels, Apprenticeships and Foundation Learning are being implemented across schools and colleges.
9	Through the BSF programme - Children's Services and Learning review options for the co-location of services to provide young people with local support in community hubs	BSF Project Director	On-going	Achieved - no further action Led by the Infrastructure and Capital Division.
10	Ensure that the City Council continues to work in partnership with the SCPCT and Southampton Solent University on the 'Skills Development Zone' and develop opportunities for work experience and placements internally and in partner organisations.	City Development and Economy, Regeneration and Young People and Community Support	On-going	Achieved - no further action Children's Services and Learning have worked alongside colleagues in Organisational Development in the brokerage of Apprenticeship placements. These placements enable young people to engage in work related learning across a range of public sector organisations.
11	Consultation takes place to monitor the impact of the closure of the Connexions High Street branch.	Service Manager, 14-19	On-going	Achieved - no further action Locality based working has been implemented. Literature has been developed to inform young people of services available in their locality.
12	Children's Services and Learning develop a robust method of identifying potential NEET young people at an early age and make this information available to schools and practitioners.	Service Manager, 14-19 and Service Manager, Children and Youth Support	January 2010	Achieved - no further action The development of Tier 1, 2 and 3 services in each locality area identifies those young people most at risk.

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
				The new locality model for Children's Services and Learning will be operational from Spring 2010.
13	Ensure those from low income families are aware of the financial incentives to stay on at college.	Service Manager, 14-19 and Service Manager, Children and Youth Support	On-going	<p>Achieved - no further action</p> <p>Personal Advisors and Youth Support Workers deliver advice and guidance to young people on the benefits and incentives of remaining in education and training.</p>
14	Ensure that young people and families who do not now meet the CAMHS raised criteria for referral are signposted and able to access alternative support.	Service Manager, Children and Youth Support	February 2010	<p>Achieved - no further action</p> <p>Locality based Tier 1 and 2 services are able to support young people who do not meet the CAMHS criteria.</p>
	Process change			
15	Children's Services and Learning should involve young people in decision making regarding services that affect their quality of life; e.g. access to support, information advice and guidance, and that the practice of consultation be embedded across SCC and other organisations through the 14-19 partnership.	Service Manager, 14-19	On-going	<p>Achieved – no further action</p> <p>Children's Services and Learning have a dedicated Participation team who are responsible for involving young people in decision making. This is delivered through a range of initiatives including:</p> <p>Southampton Youth Parliament (SCKP), Young Inspectors, Youth Capital/Youth opportunities fund and UK Youth MP.</p>
16	Southampton City Council's on line 'Area Prospectus' for 14-19 year olds be	Operations Manager	On-going	<p>Achieved – no further action</p>

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
	updated and improved. Promote the web site as an interactive tool e.g. for use between care leavers and their personal advisors to assist with a Pathway Plan. Focus on easy access to vocational training and opportunities for placements within SCC in particular link up with housing advice.			Complete and progress monitoring is underway to ensure that the Area Wide Prospectus is kept up to date with all post-16 education and training opportunities. Common Application Process pilot planned for the Summer term of 2009/10.
17	Children Services and Learning develop a referral system offering a tiered level of support and promote this to practitioners. Ensure support is available to all vulnerable learners on a one to one basis, especially during transitional stages.	Services Manager, Children and Youth Support	April 2010	Achieved - no further action All young people who have an identified special educational need or learning difficult or disability have a transition plan, which is developed by Personal Advisors in school and colleges. Additional training to support this workforce operating within localities is being developed.
18	Children's Services and Learning monitor young people with special educational needs to improve; <ul style="list-style-type: none"> • Educational achievement • Quality of support provided • Emotional health and wellbeing 	Service Manager, 14-19	On-going	Achieved - no further action All young people who have an identified special educational need or learning difficult or disability have a transition plans which is developed by Personal Advisors in school and colleges. Additional training to support this workforce operating within localities is being developed.

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
19	Children's Services and Learning ensure relevant CCIS information is shared with schools and colleges across the City to enable proactive, direct targeting and marketing to engage young people through personalised invitations in catchment areas with one to one support relevant to the interests of the young person.	Service Manager, 14-19	December 2009	<p>Achieved - no further action</p> <p>Children's Services and Learning are working with schools and colleges to utilise CCIS database to target initiatives at young people, for example the Diplomas and the January Guarantee initiative.</p>
20	<p>A greater emphasis should be placed on achievements through informal education e.g.:</p> <p>Develop and implement a higher profile for the recognition and celebration of the achievements of volunteers and vulnerable learners e.g. Duke of Edinburgh Award.</p>	Service Manager, Children and Youth Support	On-going	<p>Achieved - no further action</p> <p>The Duke of Edinburgh Award is delivered through the Participation team. This team also deliver other opportunities for young people to engage in informal education for example the Youth Achievement Award.</p> <p>The Rock Challenge Event is adopted by many primary and secondary schools and the event recognises the achievements of children and young people through informal education.</p>
Data				
21	Children's Services and Learning explore the possibility and potential of incorporating figures from all schools; to include independents to improve the accuracy and interpretation of data in correlation with local populations	Service Manager, Children and Youth Support	October 2009	<p>Achieved - no further action</p> <p>Some schools within the City's Independent sector are working with the Local Authority in the sharing of data.</p>

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
22	Where practicable, capture data re 'long term NEETs' and focus resources on this group and on teenage parents – see best practice.	Service Manager, Children and Youth Support	October 2009	<p>Achieved - no further action</p> <p>The locality case working model ensures that all NEET young people including 'long term' NEET receive appropriate information, advice and guidance. Youth Support Workers hold a caseload of 10-15 NEET young people.</p>
Best practice				
23	As a matter of routine involve the young person's parents and family at every available opportunity. E.g. Bitterne Park Secondary School.	Service Manager, 14-19	On-going	<p>Achieved - no further action</p> <p>There are a range of activities that brief young people's parents/carers and they include:</p> <p>Personal Advisors information, advice and guidance sessions.</p> <p>School and College post-16 Options events.</p> <p>Diploma briefing events.</p> <p>Targeted mail shots of 16-18 education and training opportunities.</p>
24	<p>Schools share good practice re staff training and a flexible curriculum prior to the 'September Guarantee' E.g.: Bitterne Park staff training programme:</p> <p>Inset days to begin or improve flexible learning and improve offer for vulnerable learners.</p> <p>Allow a focus on English and Maths and</p>	Service Manager, 14-19	On-going	<p>Achieved - no further action</p> <p>A curriculum mapping project is underway to scope the broad range of curriculum that is available across the city.</p> <p>There is a city wide timetable for Diploma delivery with planned common timetabling for the delivery of Functional Skills and Foundation Learning.</p>

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
	vocational studies either within school or at a local college. Offer courses at an appropriate level for the individual. "Make it fun" and help it fit individual requirements.			
25	Continue to deliver and raise the profile of the Social and emotional aspects of learning (SEAL) programme prioritising those at risk of social exclusion and becoming NEET. Celebrate achievement.	Service Manager, 14-19	On-going	<p>Achieved - no further action</p> <p>Children's Services and Learning have a dedicated team of Advisors who hold the responsibility to implement this programme across the primary and secondary sectors.</p>
26	Share the good practice within schools that have a strong ethos of pastoral care. Embed that ethos across all schools using clear procedures and case studies to promote understanding.	Service Manager, 14-19	On-going	<p>Achieved - no further action</p> <p>Continued best practice is shared across the 14-19 Consortium.</p>
27	Investigate the possibility of replicating the local NEET Conference that became the citywide 'Choices' conference. Engage schools and colleges re delivery in Year 10.	Operations Manager	December 2009	<p>Achieved - no further action</p> <p>Annual event held.</p>
28	Investigate and replicate the successful engagement of teenage parents into distance learning provision (Coventry) 'Care to Learn' and 'Busy Mumy'.	Service Manager, Children and Youth Support	September 2010	<p>Further action to be undertaken</p> <p>Children's Services and Learning have commissioned an innovative teenage parents learning programme that already delivers a high conversion rate into education or training. This provision will be compared with the Coventry programme, in preparation for future commissioning.</p>

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
29	Investigate the feasibility of contacting the Prince's Trust and other similar organisations, review their programmes to develop key skills, confidence and motivation, enabling young people to move into work, education or training. Establish whether such schemes could be set-up locally to help tackle the NEET problem.	Service Manager, Children and Youth Support	March 2010	Achieved - no further action Our investigation has confirmed that the existing Entry2Employment programme currently delivers key skills, confidence and motivation to enable young people to move into work, education and training.
Safe environment				
30	Schools to be encouraged to involve vulnerable young people in implementing the anti-bullying strategies as outlined in the Children and Young People's Plan. Investigate and adopt best practice already operating in schools e.g. Chamberlayne Park College for the Arts should be shared. Ensure the approach is being used across all schools and is approved and robustly monitored by young people in partnership with service providers.	Head of Service	On-going	Achieved - no further action Children's Services and Learning have a dedicated officer with the lead for anti-bullying across the City.
31	Implement a consistent approach to supporting teachers and other practitioners with regards to dealing with difficult behaviour, ensuring resources are sufficient. See Bournemouth Good Practice Appendix 7.	Service Manager, 14-19	April 2010	Achieved - no further action The Targeted Mental Health in Schools programme will train school cluster staff to support students, staff and the wider community in the identification of young people who are demonstrating poor emotional wellbeing and will include anger management programmes.

No.	RECOMMENDATION	RESPONSIBLE OFFICER	TARGET DATE FOR COMPLETION	ACTIONS TO DATE
32	Children's Services and Learning should develop a protocol to identify <i>reasons</i> for absence from school with a robustly monitored referral system to re-engage the young person in education as soon as possible. Review budgets and priorities to ensure sufficient support is available from Education Welfare Officers when home school relationships are at risk. (For further information re absence from school see the Safer Communities Scrutiny Panel report re Potential Links Between Crime and Disorder and Absence from School, June 2009 – Recommendation 1.).	Team Managers, Young People and Community Support	On-going	Achieved - no further action
33	Children's Services and Learning should work in partnership with the Youth Offending Team to investigate the quality of supervision, information, advice and guidance on offer to young offenders through the ISSP (Intensive Supervision and Surveillance Programme (Wheatsheaf Trust Building) to ensure the safety of all parties and positive outcomes.	Service Manager, Children and Youth Support	On-going	Achieved - no further action
34	OSMC recommendation: "That Cabinet explore the possibilities of using the funding from the 'Future Job Fund' to develop an apprenticeship scheme for the Council that would be specifically tailored for groups that are likely to be Not in Education, Employment and Training (NEET)"	Post-19 funding	December 2009	Achieved - no further action

Inquiry into the Potential Links between Crime and Disorder and Absence from School – Summary of Recommendations

Recommendation	Responsible Officer	Target Date for Completion	Action Taken
To improve the consistency of practice in reducing school absence across Southampton it is recommended that:			
1. Budgets and priorities are reviewed to seek to develop the support available from Educational Welfare Officers (EWOs) to schools within Southampton. This review should investigate potential funding streams from schools, partner agencies and voluntary organisations to develop EWO support with the aim of ensuring that there is a full time equivalent EWO to support each school cluster group.	Principal Officer Inclusion	April 2010	<p>Recommendation noted with further work to be undertaken.</p> <p>The Education Welfare Service will be realigned into Inclusion locality teams by September 2009 and all schools have an allocated EWO. The value for money options within Inclusion Services will continue to be evaluated and both directorate and external funding sources will be reviewed accordingly. Some school funded EWOs are already in place and this provision will be developed wherever possible through partnership working with schools. However the provision of the core service is a statutory requirement for the local authority.</p> <p>Further recruitment is planned to fill staffing vacancies.</p>
		March 2010	<p>Progress update March 2010:</p> <p>The new manager is now in place. Action is therefore completed and outcomes are monitored through The Children & Young People's Plan Enjoy & Achieve Group Action Plan.</p>
2. Southampton's Children and Young People's Trust prioritises the commissioning of long term, city-wide support and resources for initiatives currently funded through the 5-13 Years Strategy Group Plan that can demonstrate to have improved school attendance through promoting school	Head of Young People & Community Support	April 2010	<p>Recommendation accepted.</p> <p>The Children and Young People's Trust is currently undertaking a commissioning process for the provision of services targeted at supporting vulnerable children and young people. This includes specific sub contracts within the commissioning framework which are targeted at vulnerable young people and primary and secondary transition.</p> <p>See also Recommendation 5 below which outlines support for transition from primary to secondary school.</p>

Recommendation	Responsible Officer	Target Date for Completion	Action Taken
<p>enjoyment. The schemes particularly focus on primary to secondary transition and activity over their 'transition' summer holiday.</p>			<p>Progress update March 2010: Action now completed and the outcomes monitored through The Children & Young People's Plan Making a positive contribution Group Action Plan.</p>
<p>3. Southampton City Council promotes good practice, such as 'hook days' at the start of term, within all schools, and encourages the development of common attendance policies and practices within geographical school cluster groups.</p>	<p>Principal Officer Inclusion</p>	<p>March 2010</p> <p>Already in place</p>	<p>Recommendation accepted. Recruitment is under way for the behaviour and attendance consultant and the principal education welfare officer. They will jointly lead development of city wide and school based policies & procedures, including the dissemination of good practice across geographical school cluster groups, such as hook days to engage the children's attention at the start of each term. This will be supported by a range of other initiatives including contacting home on the first day of absence, nurture schemes to support vulnerable students and behaviour and attendance policies within schools.</p> <p>Progress update March 2010: Recruitment process completed. Locality working arrangements in place.</p>
<p>4. Education Welfare Officers, school nurses and, where applicable, the police officers that are being deployed through the developing Safer School Partnerships work closely within the cluster groups to promote a joined up approach.</p>	<p>Head of Young People & Community Support</p>	<p>September 2009 until September 2011</p>	<p>Recommendation accepted. Hampshire Police and Southampton City Council are working together on a two year pilot programme with three city secondary schools to develop school based Safer School Partnerships. The three schools in the pilot will work with primary sector schools to promote the full participation of all children and young people in the life of the school and its wider community.</p> <p>Work is underway to develop the joined up working already in place between school nurses and EWOs.</p> <p>Progress update March 2010: Programme underway. Ongoing work with schools and partners to promote good practice, set & achieve targets and achieve</p>

Recommendation	Responsible Officer	Target Date for Completion	Action Taken
			successful outcomes is monitored regularly by CYPP Enjoy & Achieve Group Action Plan.
<p>Southampton City Council promotes ways of aiding the transition from primary school to secondary school, especially for vulnerable children from families with complex needs. For example, introducing a primary school structure at Year 7, with the pupils staying with the same teacher at the secondary school in Year 7.</p>	<p>Head of School Standards</p>	<p>September 2010</p>	<p>Recommendation accepted. This is consistent with Priority 5 of the Children and Young People’s Plan which is supported by the action to implement national primary and primary strategies to support transition. Progress has already been made on the specific suggestion in this recommendation with a pilot in two primary and secondary schools.</p>
			<p>Progress update March 2010: This work is being monitored and evaluated through the CYPP enjoy & achieve group action plan. Model is being actively used in a number of secondary schools and a project worker is supporting a cluster of schools with improving successful transition.</p>
<p>5. Southampton City Council works in partnership with Oasis Academy Mayfield and Oasis Academy Lord’s Hill to share attendance data and good practice relating to reducing absence from school, and provides the Academies with a Toolkit to tackle this issue.</p>	<p>Principal Officer Inclusion Head of School Standards.</p>	<p>Already in place</p>	<p>Recommendation accepted. Both Academies have been given tools to analyse their data and guidance relating to reducing absence (good practice). The local authority has a data sharing agreement with Oasis Academy Mayfield which includes attendance data, enabling a monitoring role of absence (currently being implemented as an electronic transfer of data). Although there is not a data sharing agreement with Oasis Academy Lordshill, one of our School Attendance Officers can access attendance data and works closely with the school to improve attendance. The Cabinet Member and School Standards officers will continue to work with the academies to encourage full data sharing.</p>
			<p>Progress update March 2010: Competed. Monitoring undertaken on attendance in all schools through CYPP Enjoy and Achieve group action plan.</p>

Recommendation	Responsible Officer	Target Date for Completion	Action Taken
<p>6. The Scrutiny Panel would welcome Hampshire Constabulary and the School Attendance and Safeguarding Team developing the analysis on offences committed during school hours further to provide a more comprehensive understanding of the number of young people of school age committing offences during school hours, and their situation regarding educational provision.</p>	<p>Chief Inspector Karen Scipio</p>		<p>Recommendation accepted with further work to be undertaken.</p> <p>The Police recognise the need to conduct more analysis and supports the conclusion of the Scrutiny Inquiry that the Council and Police need to work together on this. They suggest that the purpose, scope and likely response to any further analysis need to be clarified and agreed before it commences. The work undertaken to date by the Police indicates that young people absent from school are more likely to be at risk of offending but not necessarily during school hours. In their view, therefore, the interventions arising from further analysis need to focus equally on absence and engagement as on tackling day time offending.</p> <p>In addition, one of the outcomes of the pilot Safer Schools Partnership programme will be to develop better recording, awareness and response at the 3 sites to young people of school age committing offences during school hours.</p> <p>Progress update March 2010:</p> <p>This project is of Safer Schools Partnership is underway. The Police are monitoring the officers' work and the outcomes will be reported to the Children's Trust.</p>
<p>To develop the culture of supporting school attendance across Southampton it is recommended that:-</p>			

Recommendation	Responsible Officer	Target Date for Completion	Action Taken
<p>7. Southampton City Council leads a publicity campaign to change public attitudes to school non-attendance and that the campaign concludes in a City Council ceremony rewarding school attendance. This should include working with all communities to strongly discourage holidays during term time.</p>	<p>Principal Officer Inclusion/ Communications link officer</p>	<p>April 2010</p>	<p>Recommendation partially accepted</p> <p>A media campaign on promoting school achievement to raise the profile of quality in our schools is already planned and the scope of this will be extended to support the crucial importance of attendance in promoting school attainment. A specific media campaign on attendance may not represent the best use of resources during a period when attendance issues will be affected by swine flu absence and it may not be the most effective means of addressing persistent truancy. A range of measures have been implemented to reward school attendance.</p> <p>The principal education welfare officer and the Behaviour and Attendance Consultant will work with schools & governors to encourage a zero tolerance approach in schools to holidays in term time through the use of Fixed Penalty Notices where appropriate. Common approaches taken to holiday leave across clusters will be developed to tackle term time leave.</p> <p>Progress update March 2010:</p> <p>Actions have been taken and local media have been engaged. Monitoring & outcomes will be measured through the CYPP Enjoy & Achieve group action plan.</p>
<p>Southampton City Council works with retailers in Southampton to encourage shopping centre staff to question young people who are shopping during school hours and promote the displaying of 'truancy aware' stickers in shops.</p>	<p>Principal Officer Inclusion</p>	<p>January 2010</p>	<p>Recommendation not accepted.</p> <p>This is not feasible as all staff who approach young people in this way would require CRB checking. The aim of this recommendation can be met through extension of the Truancy Sweep initiative in Recommendation 10. The promotion of 'truancy aware' stickers will be investigated and taken forward if deemed to be a cost effective approach to tackling truancy.</p>
<p>8. Hampshire Constabulary make combating absence from</p>	<p>PC Lorraine Barry/Insp Lisa</p>	<p>This will be an ongoing</p>	<p>Recommendation accepted with further work to be undertaken.</p>

Recommendation	Responsible Officer	Target Date for Completion	Action Taken
<p>school a higher priority within Southampton and demonstrates this commitment by supporting education led truancy sweeps in conjunction with other service providers.</p>	<p>Stevens Head of Young People & Community Support</p>	<p>programme to be used in a targeted way when there is evidenced need, partnership support and engagement. This should be evaluated and reviewed after 12 months.</p> <p>Ongoing from September 2009</p>	<p>Hampshire Constabulary accepts this recommendation with some qualification: Tackling truancy is not a police priority per se. We have previously engaged in some significant truancy operations in communities and the city centre. These have been at some considerable cost and operational time.</p> <p>In some cases targeting of these operations was not effective and there was insufficient referral and follow up by partners. To commit to additional truancy work Police need to be sure that the work is led by sound intelligence, an identified problem and clarity that the response chosen is going to be effective. The three new Safer School Partnerships will include truancy work where relevant. Other truancy activity in response to local partnership tasking and co-ordination can be supported.</p> <p>The Safer School Partnership pilot schools will share their emerging practices for dealing with truancy with their feeder primary schools and other secondary schools across the city.</p> <p>Progress update March 2010: This work is currently underway and is being monitored as per Recommendation 7. Police will report on Safer Schools Partnership through their own reporting systems.</p>
<p>To assist the early intervention and co-ordination of support for children and young people who need additional assistance to fulfil their potential it is recommended that:</p>			

Recommendation	Responsible Officer	Target Date for Completion	Action Taken
<p>9. Good practice for identifying and supporting children and young people with additional needs, who are often known to other agencies at an early stage, is shared with all schools in Southampton to help schools meet their pupils' additional needs. This includes good practice relating to:-</p> <ul style="list-style-type: none"> ○ Limiting the effect of a large school on vulnerable students ○ Developing supportive relationships with parents, especially those from vulnerable families ○ Providing proactive support and pastoral care for children under stress following bereavement or family breakdown. There are voluntary organisations working within some schools in the city currently delivering this support ○ Early multi-agency working 	<p>Principal Officer Inclusion Head of School Standards Head of Safeguarding</p>	<p>Already in place</p> <p>June 2011</p>	<p>Recommendation accepted. This is consistent with three of the priorities in the Children and Young People's Plan which all have supporting action plans:</p> <ul style="list-style-type: none"> • Priority 5 of the Children and Young People's Plan - to support vulnerable children to narrow the gap in their attainment and opportunities • Priority 2 to support and empower parents; • Priority 4 to improve outcomes for key groups of children and young people, including the introduction of the national early support programme. <p>Additionally, the development of locality working will enable intervention to be offered at an earlier stage and enable children's services professionals to support schools in meeting their pupils' additional needs. This support includes the implementation of the 'Narrowing the Gap Plan, the one to one tuition programme and the National Challenge Plan.</p> <p>Progress update March 2010: These actions are monitored though CYPP Enjoy & Achieve action plan. Locality working in place from May 2010.</p>

Recommendation	Responsible Officer	Target Date for Completion	Action Taken
10. The Children Services and Learning Directorate continues to work with schools to ensure that anti-bullying strategies are being effectively implemented within schools in Southampton, as detailed in the Children's and Young People's Action Plan, and that outcomes are measured.	Principal Officer Inclusion Head of School standards Head of Safeguarding	Already in place	<p>Recommendation accepted.</p> <p>Work is ongoing to ensure that all schools have an anti-bullying policy and co-ordinator and a supportive anti-bullying caseworker available to children and young people.</p> <p>The Anti Bullying Strategy is in place and due to be issued to schools shortly. All schools have Anti Bullying Policies and named co-ordinators.</p> <p>Further training is planned for 2009-10</p> <p>Progress update March 2010:</p> <p>Completed. Anti-bullying Strategy monitored through CYPP Stay Safe and Enjoy & Achieve action plans.</p>
11. The timely sharing of data between schools, the School Attendance and Safeguarding Team, Safer Communities Team and Hampshire Constabulary is improved to help target intervention more effectively.	Head of Commissioning Planning and Performance Inspector Andy Timms Chief Inspector Scipio	September 2009 November 2009	<p>Recommendation accepted.</p> <p>Action is under way to improve data sharing arrangements between council directorates and a data sharing group is under development for the partners in the Children and Young People's Trust, including the police.</p> <p>This recommendation is welcomed by Hampshire Constabulary and is further supported by the recent Safeguarding review conducted by executive leads of the statutory safeguarding agencies.</p> <p>Progress update March 2010:</p> <p>Completed.</p>

Recommendation	Responsible Officer	Target Date for Completion	Action Taken
<p>12. The practice of working with the parents of pupils who are persistently absent from school is embedded, and that initiatives that are being delivered to support parenting and families are co-ordinated with adult services, such as debt advice and drug and alcohol support services, to ensure that issues affecting parents' ability to support their children are addressed alongside the needs of the young person.</p>	<p>Principal Officer Inclusion / Strategic Parenting Officer</p> <p>Parenting Expert, Communities, Health and Care</p> <p>Senior Education Welfare Officer</p>	<p>Already in place</p> <p>Already in place (June 2009)</p>	<p>Recommendation accepted. Children who are persistently absent are already identified and work is undertaken with them and their families. This includes contact with families of absent children by automated calling, text and parental interviews, developing into more formal approaches through parenting orders and contracts. A clear casework process and legal framework is in place.</p> <p>Effective referral pathway to Parenting Expert to deliver evidence based parenting programmes either on a one to one basis or signposting to group. To be offered at initial assessment to ensure early intervention is offered.</p> <p>The Parenting Strategy offers a range of parenting support to families from early intervention to targeted and specialist services. The Think Family project is case working a number of families with debt and alcohol problems and developing a family assessment tool.</p> <p>Parenting work in the city continues to gain momentum and offers an increasingly broad range of interventions. The improved take up of the common assessment framework (CAF) and the improved links between education welfare officers and parenting support services are achieving earlier interventions and a more integrated model of family support.</p> <p>Progress update March 2010: Completed and monitored through CYPP Enjoy & Achieve action plan.</p>
<p>13. Information on supporting parenting forms part of Southampton City Council's Attendance Strategy.</p>	<p>Principal Officer Inclusion</p>	<p>Already in place</p>	<p>Recommendation accepted. Parenting support forms part of a range of interventions, as outlined in (14) above. Parenting support is offered at many levels including informally and through parenting orders & contracts.</p> <p>Progress update March 2010:</p>

Recommendation	Responsible Officer	Target Date for Completion	Action Taken
			Completed.
<p>14. The impact of the following initiatives be monitored to ensure that best practice is being applied and outcomes are improved in the city:</p> <ul style="list-style-type: none"> ○ Integrated Children and Youth Support Services ○ Developing multi-agency locality teams ○ Common Assessment Framework ○ Developing Safer Schools Partnerships ○ Emerging Behaviour and Attendance Partnerships 	<p>Head of Young People & Community Support Principal Officer Inclusion</p>	<p>Already in place</p>	<p>Recommendation accepted. All these initiatives are included in the action plan supporting the Children and Young People’s Plan. They are monitored quarterly through the Children and Young People’s Trust and through the monitoring of divisional business plans.</p> <hr/> <p>Progress update March 2010: Completed.</p>

Children’s APA Scrutiny Inquiry – Updated Table of for OSMC 22nd April 2010 Recommendations

Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
<p>a) To raise the aspirations of children and young people in Southampton it is recommended that partners from the Children and Young People’s Trust develop ways of identifying and promoting the achievements of “successful” young people from Southampton so that they can act as role models to children and young people.</p>	<p>The Children and Young People’s Trust Board (CYPTB) identified a high number of celebratory events, citations, and awards (e.g. Aim Higher awards, achievements of children looked after celebration evening, Star Awards) and acknowledged the importance and value of such events. The CYPT also acknowledged the value of engaging and inspiring parents to raise their expectations of their children e.g. Sure Start’s ‘dreams and aspirations’ work with parents.</p>	<p>Cabinet endorses this recommendation. The CYPT delegated to the Making a Positive Contribution Steering Group the development of proposals to promote and celebrate the achievements of children and young people. The Trust Board recognise a Communications issue around the image of young people and partners will seek to ensure that communications are positive and celebrate achievement.</p> <hr/> <p>Progress update March 2010: The Children’s Trust endorsed the implementation of a celebration event for children and young people. This will be incorporated into the Children and Young People’s Plan and monitored quarterly through the Trust Steering Group – Make a Positive Contribution.</p>	<p>Alison Alexander</p>	<p>Proposals to be reported to CYPTB in January 2010.</p>
<p>b) To support the drive to further improve school leaders and teachers within schools in Southampton long-term funding should be identified to support initiatives detailed in the APA</p>	<p>A number of new initiatives have been identified that provide a combination of tailored support for individual schools according to need, robust challenge and intervention. Southampton has been accepted as one of only 3 local authorities in the south-east to be part of the Primary Leading Teachers programme. This will</p>	<p>Cabinet fully supports the initiative to invest in school leadership as part of a strategy to raise standards in the city. Funding has already been identified for 2010-2011 as the Schools Forum have agreed to top slice £100k from the Individual School's Budget (ISB). This will fund a range of professional development activities relating to recruitment, retention and talent spotting of current and future school leaders at all levels.</p>	<p>Paul Nugent</p>	<p>April 2010</p>

Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
<p>Action Plan designed to recruit, develop, promote and appoint strong school leaders and teachers in Southampton.</p>	<p>strengthen, refocus and realign the work of leading teachers in successful schools to improve outcomes for Year 5 and 6 pupils.</p> <p>Additional secondments to the School Improvement Service have increased the capacity of this service to support a greater number of schools.</p> <p>Six successful primary school headteachers are currently receiving training from the National College for School Leadership to enable them to support less successful headteachers.</p>	<p>Progress update March 2010:</p> <p>A comprehensive programme of leadership development at all levels of leadership is in place for 2010-2011.</p> <p>Additional funding has been made available by GOSE for a leadership programme across Southampton, Portsmouth and Isle of Wight.</p> <p>Four good appointments to primary headship have been made this term.</p>		
<p>c) To improve data collection and how effectively data it is used to help support performance improvement it is recommended that:</p> <p>i) In the short term the City Council and Children and Young People's Trust partners maximise the use of current corporate performance</p>	<p>i) A trust wide management information group has been established to improve integration of partners' data to drive performance against the priorities within the Children and</p>	<p>The Cabinet and CYPTB both support this recommendation and will implement it through the operation of the trust wide management information group. In addition work will continue within the Council to join up CSL ICT systems in the first instance, with the ambition of linking these, either through a single system or through a shared hub.</p> <p>Progress update March 2010:</p> <p>(i)The Children and Young People's Trust (CYPT) Performance and Data Analysis group is now up and running to improve the sharing and use of data across the Trust. The group is enabling local access to performance</p>	<p>Sue Allan Andrew Hind</p>	<p>i) Information group already implemented. Integrated ICT systems</p>

Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
management systems with a view to improving integration with performance management systems used by the council and key partners.	Young People's Plan. In addition work has started within the council to join up CSL ICT systems in the first instance with the ambition of linking these, either through a single system or through a shared hub, with other key trust partners in the longer term.	<p>management information that both links across service areas and to the locality level. The group supports effective Trust wide arrangements for planning, collation and analysis of data. Representation on the group has been extended to a voluntary sector and public health representation.</p> <p>The capability of Corvu, the Southampton Partnership performance management system, has been adapted to meet the expressed needs of the CYPT Board, for example to include comparison of Southampton's performance with that of national performance and that of statistical neighbours.</p> <p>Within CSL, planning is underway to move towards integrating, or replacing the numerous IT systems and data hubs currently in use to achieve full integration.</p>		– completion date to be determined when scope and resource implications are clear.
ii) The Children's Services and Learning Directorate rationalises performance data to ensure that the information obtained is appropriate and relevant.	ii) The directorate works closely with corporate performance colleagues on establishing performance data that is appropriate and relevant to service and corporate needs such as national, local and LAA indicators. CSL is required to report upon 134 performance indicators but is focussing its detailed analysis on those indicators which reflect areas of enduring weak performance.	<p>ii) CSL will continue to work with heads of service, CYPT partners and corporate performance officers to balance the need to report upon 134 performance indicators and to establish its information management priority needs to ensure that information obtained and analysed is relevant and effective in driving improvement.</p> <hr/> <p>Progress update March 2010: CSL now reports upon 135 performance indicators every quarter. The directorate has</p>	Sue Allan	ii) April 2010

Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
		<p>contributed to a corporate review of indicators to be included in the corporate plan and the development of more service specific business metrics to ensure that the information provided is appropriate and relevant.</p>		
<p>d) To improve the ability to track the development of children and young people in Southampton it is recommended that:</p> <p>i) NHS Southampton City undertakes regular health checks on children and young people in the City as they grow older and shares appropriate information with Children and Young People's Trust partners through the use of the Council's performance management system.</p>	<p>i) NHS Southampton City undertakes health checks on children and young people as outlined in the national evidence based Child Health Promotion programme. This has recently been revised by the Department of Health and the Department for Children, Schools and Families. The Healthy Child Programme "pregnancy and the first five years of life" (2008) and "from 5 to 19 years" (2009) outline the core recommended universal programme for health development reviews, screening and immunisation.</p> <p>NHS Southampton already shares some information regarding outcomes from health</p>	<p>Cabinet endorses this recommendation.</p> <p>i) The new guidance on the Child Health Promotion Programme is being reviewed currently through a multi agency group and updated local versions of the Healthy Child programme are being developed. The recommendation that individual information is shared about children and young people to track their development will be considered as part of the review of the new guidance as this identifies the type of information that should be shared and with whom. The revised guidance will be implemented by April 2010.</p> <p>There is a strong emphasis on the roles and responsibilities of a range of agencies including Children's Centres, education providers and others. The guidance is supporting the move to health reviews rather than physical checks once a child reaches school age as there is no evidence the re-introduction of a routine (universal) school entrant physical examination</p>	<p>Stephanie Ramsey, NHS Southampton City</p>	<p>April 2010</p>

Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
	assessments on a population basis for issues such as weight. There is some detailed information shared for particularly vulnerable groups such as Children Looked After.	at the start of primary education. Progress update March 2010: Revision of local Child Health promotion programme nearly completed following national guidelines.		
ii) Southampton City Council works with secondary schools in the City to encourage the use of best practice with regards to using data to identify the development of children and young people during their school careers.	ii) The Directorate has been working closely with both Primary and Secondary schools to review and improve best practice with regards to the use of data. The Children's Data Team have graded levels of service level agreements with schools in relation to their data needs. Schools on Silver and Gold service level agreements receive consultancy support in the use of data.	ii) School Standards will continue to work with Schools and School Improvement Partners to develop their understanding and use of data in their work. School Standards and the Children's Data Team are reviewing best practice and school requirements in preparation for further refinement of the support available. Progress update March 2010: A programme that clarifies the roles of schools and the LA re data at different levels of detail has been agreed with headteachers. Training for headteachers from the National Strategies on the use of RAISEonline has been arranged for September 2010.	Paul Nugent	April 2010
iii) The City Council, in conjunction with Children and Young People's Trust partners, collects and reviews the information available on the property type that children live in (property		iii) This action is agreed and will be implemented by means of information/data sharing task and finish group comprising Neighbourhoods and CSL directorates with Health colleagues and a CYPTB member, who is a staff member at the university who has offered to share relevant data from the Women's survey.	Sue Allan	April 2010

Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
<p>type, tenure and ward area) to enable analysis to be undertaken of the relationship between housing, health and wellbeing and academic attainment. This analysis can then inform the actions needed to improve outcomes for children and young people in Southampton.</p>		<p>Progress update March 2010: A task and finish has been set up to undertake this analysis, comprising representation from Neighbourhoods Directorate, the PCT, University of Southampton (to access the Women’s Study data) and CSL directorate. This is scheduled for completion by June 2010.</p>		
<p>e) That Cabinet works with the Children and Young People’s Trust to identify further opportunities to develop the coordination of services delivered to children and young people to ensure that all relevant services are focussed on improving outcomes identified in Every Child Matters.</p>	<p>The CYPTB has stated its commitment to all partners and services focussing upon and improving outcomes for all children and young people. This commitment is reflected in their approval of the Children and Young People’s Plan which identifies priorities and commits partners to specific actions.</p>	<p>Cabinet endorses this recommendation. Cooperation arrangements between members of the Trust are good and the role of the Trust Board is strengthened in the recent draft ‘Statutory Guidance on Co-operation Arrangements, including the Children’s Trust Board and the Children and Young People’s Plan.’ The Trust Board is placed on a statutory footing and is responsible for monitoring the extent to which partners act in accordance with the Children and Young People’s Plan, in which partners set out how they will co-operate to improve outcomes for children and young people.</p> <p>The CYPTB has agreed arrangements for locality based working which will further strengthen the co-ordination of services and the CSL reconfiguration is designed to support</p>	<p>Sue Allan</p> <p>Alison Alexander</p>	<p>April 2010</p> <p>June 2010</p>

Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
		<p>these arrangements.</p> <p>Progress update March 2010:</p> <p>The Children and Young People’s Trust is implementing the wider membership set out in statutory guidance, with representation from a GP, academies and JobCentre Plus either in place or being arranged. The new Children and Young People’s Plan (2011- 2014) is being planned in a way which conforms to the new accountability arrangements set out in the Statutory Guidance. The new arrangements closely mirror our current arrangements, indicating that co-operation and partnership working between trust partners is already well developed.</p> <p>The implementation of locality working is progressing steadily with many services provided by both the Council and the PCT already provided on a locality basis. The reconfiguration of CSL Directorate from May 2010 will result in integrated locality teams comprising representation from:</p> <ul style="list-style-type: none"> • Social work • Emotional Wellbeing Development Officers • Educational Psychology • Behaviour Intervention Support Officers • Youth Support Officers • Early Years Professionals • Play workers 		

Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
		<ul style="list-style-type: none"> • Parent Support Advisors • Children's Centres practitioners 		
<p>f) That Southampton City Council's Executive congratulates employees responsible for the improvements in outcomes for children and young people in Southampton for their efforts and achievements.</p>		<p>Cabinet endorses this recommendation. New Year letter CYPT Board and/or CSL staff members expressing thanks and congratulations and wishing well for 2010. Forward in review of CYPP Visit to Youth Parliament New Year message via existing text services Letter to schools/colleges</p> <hr/> <p>Progress update March 2010: The two Cabinet Members visited the Youth Parliament to promote a positive message on young people's achievements and Cllr Walker attended and read the results of the elections, in addition to giving a talk on democracy. Consideration is being given to further steps to congratulate young people, in addition to the celebratory events such as Star Awards and Children Looked After Children Educational Achievements awards. These may include letter to staff, and text messages.</p>	Sue Allan	Completed
<p>g) That Cabinet forwards this report to the Children and Young People's Trust and appropriate partnerships to facilitate collective</p>	<p>The report was discussed at the CYPTB meeting on 25 November which was chaired by the cabinet member.</p>	<p>The Board endorsed all recommendations that directly required a Trust response.</p> <hr/> <p>Progress update March 2010: The report was presented and discussed at the Children and Young People's Trust Board</p>	Sue Allan	Completed

Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
ownership of the issues identified within this report.		whose membership includes representatives from all the key partnerships that relate to it. The Board supported the recommendations and the actions arising from them.		

Update on the Safer Communities Scrutiny Panel Recommendations

RECOMMENDATIONS	ACTIVITY PLANNED AND TO-DATE
Identifying better reporting mechanisms and their implementation	
The use of a standardised reporting & recording system and the use of Action Line, better staff reporting	<ul style="list-style-type: none"> • The service is working with IT Support to identify a single reporting and recording system for the new integrated City Patrol Service. • An outline business case has been agreed with Resources Board to explore the purchase of improved handheld devices. • Action Line and the web site have been identified as the most effective way of reporting enviro crime and other enforcement problems. • Enforcement and other staff will be provided with information and training which will highlight how to report enviro crime and other enforcement matters. • A working group is looking at the purchase of a new radio system which will improve City Patrol communications.
Public awareness of how to report enforcement problems	<ul style="list-style-type: none"> • Work has been carried out to improve the web pages relating to City Patrol and other enforcement activity.
Identifying the balance of work of the new team and agreeing specific objectives and performance targets	
Parking Enforcement should remain a high priority of the integrated team	<ul style="list-style-type: none"> • This has been agreed and Parking Enforcement will remain a high priority for the team and has been identified as a key enforcement priority for the council. Other priorities for enforcement are being developed and an initial workshop has been held which has identified some key enforcement priorities for the council.
Account should be taken of different areas of the city and the priorities of the integrated team should be informed by the needs of the local community. The approach should be intelligence led and be informed by Members, Safer Neighbourhood panels and others	<ul style="list-style-type: none"> • The new City Patrol team will be intelligence led and will take into account the various priorities identified in different areas of the city. • Enforcement officers will continue to work closely with the anti social behaviour team, Open Spaces, Waste and the police. • The views of ward members will be taken into account in work plans. • Enforcement officers will continue to take part in CREW and other neighbourhood initiatives.

RECOMMENDATIONS	ACTIVITY PLANNED AND TO-DATE
	<ul style="list-style-type: none"> • The Project Board and Project Team have identified that bins on the pavement is a particular issue in some areas of the city and a small working group has been set up to address this problem. • Management of the new team will interact appropriately with the Safer Neighbourhoods panel.
<p>The new City Patrol team should be highly visible and recognisable</p>	<ul style="list-style-type: none"> • The new team will be provided with a distinctive uniform and will be badged visibly as City Patrol. • The Civil Enforcement officers carry out daily foot patrols and are visible and have a high profile within the city.
<p>Developing effective working practices, business metrics and performance indicators that will demonstrate service delivery, value for money and customer satisfaction</p>	
<p>The city council should produce an enforcement action plan that sets out the agreed priorities, objectives and performance standards of enforcement to be delivered by the authority</p> <p>The enforcement action to be updated annually and should be considered by the Safer Communities Scrutiny Panel</p>	<ul style="list-style-type: none"> • An enforcement plan will be produced by the end of April 2010. • Workshops and other activity have taken place to help inform this plan. • Enviro crime has been identified as a key priority and therefore enforcement officers from a number of council enforcement teams are considering how to deal with fly tipping in a more effective and efficient manner, this work will feed into the enforcement plan. • The plan will be refreshed annually. • The plan, including the enforcement priorities, will be considered by key Members and the Safer Communities Scrutiny Panel.
<p>The city council should work with residents to promote the service standard and to manage expectations about what the enforcement services can achieve. This may include consultative activity with the public</p>	<ul style="list-style-type: none"> • The enforcement plan will take account of customer comments, complaints and satisfaction. • Web pages and other information sources will identify and publicise service standards. • Where appropriate enforcement staff will attend public meetings. • Consultative activity with the public will be considered. In particular, in relation

RECOMMENDATIONS	ACTIVITY PLANNED AND TO-DATE
	to service standard changes, new initiatives or where problems are identified.
Effective channels of communication should be developed between the police and enforcement services and the appropriate Cabinet Member	<ul style="list-style-type: none"> • The enforcement plan will identify key stakeholders including the police and relevant members. • An appropriate communication plan will be developed with the stakeholders.
Identifying future trends	
The enforcement review Project Board to take into consideration when planning the new structure, the decision of the police to relinquish responsibility for special events	<ul style="list-style-type: none"> • A city council working group has been set up and is in consultation with the police to ascertain the impact of the police withdrawal from special events. • The new structure does take account of the police decision.
The enforcement review Project Board to take into consideration any proposals to expand the hospital, universities or the Port	<ul style="list-style-type: none"> • The enforcement plan will annually take account of areas of expansion. • Where new development schemes involve expansion, then the impact of this will be taken into account. • It is recognised that intelligence and knowledge of the city is critical when considering delivering enforcement services.
<p>General recommendation: There is a need for City Patrol to have the appropriate level of resources to undertake training, education and public consultation recommended by the Safer Communities Scrutiny Panel</p>	<ul style="list-style-type: none"> • The current resources allow for the achievement of this recommendation. • Production of an integrated Enforcement Training Plan.

1.	Fuel Poverty
2.	Increasing Independent Living in Housing
3.	NEETS
4.	Crime & Disorder/Absence from School
5.	Children's APA
6.	Enforcement

Documents In Members' Rooms

	N/A

Background Documents

Title of Background Paper(s)

Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

1.	Cabinet Report to Scrutiny Inquiry into Fuel Poverty 15/02/09	
2.		

Background documents available for inspection at:

FORWARD PLAN No:

KEY DECISION?

WARDS/COMMUNITIES AFFECTED:	
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Agenda Item 12

ITEM NO: 12

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	FORWARD PLAN AND PERFORMANCE MONITORING		
DATE OF DECISION:	22 APRIL 2010		
REPORT OF:	HEAD OF POLICY AND IMPROVEMENT		
AUTHOR:	Name:	Suki Sitaram	Tel: 023 8083 2060
	E-mail:	Suki.sitaram@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

None

SUMMARY

This item enables the Overview and Scrutiny Management Committee to examine the content of the Forward Plan and to discuss issues of interest or concern with the Executive to ensure that forthcoming decisions made by the Executive benefit local residents. It also enables the Committee to discuss performance issues identified at the previous meeting with the appropriate Cabinet Member/ partner.

RECOMMENDATIONS:

- (i) That the Committee discusses the Forward Plan items listed in paragraph 4 of the report to highlight any matters which Members feel should be taken into account by the Executive when reaching a decision.

REASONS FOR REPORT RECOMMENDATIONS

1. To enable Members to identify any matters which they feel the Cabinet should take into account when reaching a decision.

CONSULTATION

2. The Forward Plan is considered by the Overview and Scrutiny Management Committee as a key part of the Council's decision-making consultation process.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3. None.

DETAIL

4. The Forward Plan for the period April – July 2010 was published on 17th March 2010 and a copy was circulated to members of the Overview and Scrutiny Management Committee at their meeting on the same day. The following issues were identified for discussion with the Executive:

Portfolio	Decision	Requested By
Children's Services and Learning	Approval of First Year Review of the Children and Young People's Plan 2009 -12	Cllr Letts
Children's Services and Learning	Primary Review Phase 2: Pre-Statutory Consultation	Cllr Letts
Leisure, Culture and Heritage	Partnership arrangements for the Golf Course (Officer Key Decision to be considered on 11 th May 2010)	Cllr Letts

5. Briefing papers responding to the Forward Plan items identified by members of the Committee are attached as appendices. Members are invited to use these papers to explore each of the issues with the relevant Cabinet Members.
6. Following consideration of the 3rd quarter 2009/10 budget and performance monitoring report at the last meeting, members of OSMC requested further information at the next meeting from the relevant Cabinet Members on the following performance indicators:
 - NI 132: Percentage of new social care clients aged 18 or over where the time from first contact with social services to completion of assessments is 4 weeks or less
 - NI 114: Percentage of pupils who are permanently excluded from school during the academic year
 - Budget monitoring - showing progress on implementation of savings proposals in relation to the details in paragraph 27 of the Joint Q3 Budget & Performance Monitoring Report presented to Cabinet.
7. For this meeting, the Forward Plan and performance issues will be sequenced by Portfolio to allow Cabinet Members to respond to questions on both aspects. At the time of writing arrangements for the timetabling of Cabinet Member attendance is still being completed and details will be given at the start of the meeting.

FINANCIAL/RESOURCE IMPLICATIONS

Capital

8. The detail for each item on the Forward Plan will be set out in the Executive decision making report issues prior to the decision being taken.

Revenue

9. The detail for each item on the Forward Plan will be set out in the Executive decision making report issues prior to the decision being taken.

Property

10. The detail for each item on the Forward Plan will be set out in the Executive decision making report issues prior to the decision being taken.

Other

11. The detail for each item on the Forward Plan will be set out in the Executive decision making report issues prior to the decision being taken.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

12. The duty to undertake overview and scrutiny is set out in Section 21 of the Local Government Act 2000.

Other Legal Implications:

13. None.

POLICY FRAMEWORK IMPLICATIONS

14. None.

SUPPORTING DOCUMENTATION

Appendices

1.	Briefing Note on Approval of First Year Review of the Children and Young People's Plan 2009 -12
2.	Briefing Note on Primary Review Phase 2: Pre-Statutory Consultation
3.	Briefing Note on Partnership arrangements for the Golf Course (Officer Key Decision to be considered on 11 th May 2010)
4.	Briefing Note on NI 132: Percentage of new social care clients aged 18 or over where the time from first contact with social services to completion of assessments is 4 weeks or less
5.	Briefing Note on NI 114: Percentage of pupils who are permanently excluded from school during the academic year
6.	Briefing Note on Budget monitoring - showing progress on implementation of savings proposals in relation to the details in paragraph 27 of the Joint Q3 Budget & Performance Monitoring Report presented to Cabinet.

Documents In Members' Rooms

	None
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Background Documents

Title of Background Paper(s) Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

	None	
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KEY DECISION No

WARDS/COMMUNITIES AFFECTED: All

Appendix 1

REPORT TO:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	Review of the Children and Young People's Plan 2009-12		
DATE	22 April 2010		
REPORT OF:	Sue Allan, Head of Commissioning, Planning and Performance		
AUTHOR:	Name:	Sue Allan	
	E-mail:	sue.allan@southampton.gov.uk	

SUMMARY

The Southampton Children and Young People's Plan 2009-12 is the city's overarching, strategic plan for all services for children and young people in Southampton. The first review evaluates the work of the Children and Young People's Trust in implementing the first year of the plan 2009-12.

The review does not replace the Children and Young People's Plan 2009-2012. It sets out the adjustments needed and provides the updated actions and milestones planned for 2010-11, to be agreed by the Cabinet, to achieve improved outcomes in the priority areas identified by the plan.

DETAIL

1. This briefing offers an overview of the first year review of the Children and Young People's Plan 2009-12. It sets out the progress to date in the implementation of the Children and Young People's Plan and then identifies the new areas of focus for 2010-11.

The full draft version of the Children and Young People's Plan Review is available on the Children and Young People's Trust website at:

http://www.youngsouthampton.org/images/CYPP%202009-12%20Review%20DRAFT_tcm21-257104.pdf

2. The Southampton Children and Young People's Trust has been monitoring the progress made since the plan was published to ensure that work is on track and to consider whether local circumstances or needs have changed which would require the plan to be modified for the second year of its implementation.
3. The priorities within the Children and Young People's Plan 2009/12 reflected the most challenging issues for children and young people in the city. The first year saw some significant improvements in relation to all five outcomes:

Be Healthy

- a continued reduction of 15.5% in teenage conceptions against the 1998 baseline
- better access to sexual health services through recommissioning
- increased numbers of young people accessing substance misuse treatment, exceeding the target of 90 with an estimated outturn of 135
- a steady increase in the number of mothers initiating breastfeeding from 69.9% in 2003/4 to 76.3% in 2008/9
- improved information, advice and guidance for parents and carers

Stay Safe

- support for children and young people at risk of domestic violence and of 'hidden harms' of parental alcohol and drug use and those who go missing
- levels of bullying reduced by 24.7% from previous year as reported by children and young people
- information for children and young people with disabilities and their families
- access to child care for children and young people with disabilities
- placement stability for children looked after – improved from 12% of children looked after with three or placements in the year in 2008/9 to 6.8% in 2009/10 (third quarter)

Enjoy and Achieve

- improved educational attainment for 5, 7, 16 and 19 year olds
- closing the gap between children who do well and those vulnerable to poor outcomes
- the rate of improvement in GCSE performance at KS4 for young people living in priority neighbourhood areas closed significantly between 2007 and 2009
- improved early years and childcare provision
- fewer children are missing school because of fixed term exclusions
- good progress in reducing persistent absence in 2008/9
- the first phase of the Primary Review was completed by July 09
- access to computers for children looked after through a BECTA grant

Make a Positive Contribution

- improved support services for substance misuse and sexual health
- reduction in the reports of anti-social behaviour from the public and a fall in criminal damage
- fewer children and young people who are the victim of crime, or are involved in the criminal justice system for the first time
- recommissioning of new Positive Activities programmes

Achieve Economic Wellbeing

- fewer 16-18 year olds not in education, employment and training from 12.1% to 10% in the past nine months
- an increase in young people achieving Level 2 (from 59.9% in 2004/4 to 67% in 2008/9) and Level 3 qualifications (from 34.6% in 2003/4 to 40% in 2008/9)
- an increase in the number of young people staying in learning until 18 years from 85.1% in 2006 to 90.1% in 2009
- an increase to 66% in the number of young people completing an apprenticeship
- more assistance to families on out of work benefits in most deprived communities

Service Management

- better use of partners' resources through joint commissioning
- a multi-agency training programme with agreement to shared funding by trust partners
- more services delivered on a locality basis

4. Key areas for improvement: focus for the plan in 2010/11

The ten priorities identified in the Children and Young People's Plan 2009-2012 (appendix 1) will be retained in the review of the plan, with a sharper focus on specific areas that have been identified from performance and inspection information. A detailed updated and revised action plan will support these new areas of focus.

Be Healthy: areas for focus for 2010:

- Continue to improve outcomes for children under 5 years with a specific focus on breast-feeding, obesity, positive mental health and emotional wellbeing and immunisation through implementation of the Healthy Child Programme.
- Continue to improve outcomes for 5-19 year olds, with a specific focus on sexual health and teenage pregnancy, substance misuse, obesity and mental health and emotional wellbeing through implementation of the Healthy Child and Young Person Programme.
- Improve outcomes for disabled children, young people and their families and reduce inequalities by implementing recommendations from the joint disability review.
- Continue to improve access to evidence-based programmes to enable parents to develop the skills, knowledge and confidence to parent their children and young people effectively.
- Continue to develop and improve the current provision of individual and family support to enable parents to access appropriate information, advice and guidance and to receive timely assessment and referral to the support needed.
- Continue to review and improve relevant services and systems to reflect the changing needs of families.

Stay Safe: areas for focus for 2010:

- Continue to improve child protection practice and performance against statutory requirements to ensure children and young people are protected in a timely way.
- To improve the timescales and quality of initial and core assessments.
- Increasing understanding of the impact on children of domestic violence and developing services for 'medium risk' cases.
- Ensure effective joint working and agency responses to families exposed to 'hidden harm' (domestic violence, substance misuse and alcohol).
- To ensure rigorous, timely and outcome focused care planning and reviews for children looked after.
- To sustain the improvements in placement stability.

Enjoy and Achieve: areas for focus for 2010:

- To deliver a positive step-change in standards at Key Stage 2 and Key Stage 4.
- To deliver the Building Schools for the Future and Academies programme.
- To complete the procurement of Oasis Academy Lord's Hill and Oasis Academy M:
- To complete the first stage procurement for Building Schools for the Future.
- To complete the construction of Harefield Primary School, the new teaching block at Redbridge Community School and the new sports hall at Great Oaks School.
- To procure contractors for the Newlands Primary School and Bitterne Park Sixth Form projects.

Make a Positive Contribution: areas for focus for 2010:

- Improve service delivery through bringing together staff and resources from different agencies into three city locations.
- Continued to reduce the number of children and young people engaged in anti social behaviour by implementing within each locality area a programme of positive activities on Friday and Saturdays which supports children and young people to participate in more sport, leisure and cultural activities.
- Work to ensure there is a continued reduction in children and young people being the victims of crime or entering the youth justice system by working with the Safer City Partnership to provide a co-ordinated strategic approach to target activities where there is the greatest need.
- Continue to improve the image of children and young people in Southampton, by acknowledging their positive contribution and their achievements.

Achieve Economic Wellbeing: focus for 2010:

- Broaden learning opportunities for 14-19 year olds through Apprenticeships, Diplomas GCSEs and A' Levels.
- Implement Year 1 of the Foundation Learning Plan.
- Increase the number of young people engaged in applied/vocational learning and the number achieving these qualifications.
- Improve our data collection and analysis of information of children living in poverty.
- Undertake a Child Poverty Needs Assessment and develop a local action plan/strategy on tackling child poverty locally.
- Continue to close the gap between children who do well and those vulnerable to poor outcomes – for example children entitled to free school meals and/or from priority neighbourhoods than in non priority neighbourhoods.
- Improve take-up of Tax Credits including Child Tax Credit and Working Tax Credits.

Service Management: focus for 2010:

- Continue to improve the analysis of performance data to inform commissioning and locality working.
- Improve the integration of information systems between Southampton City Council and partner agencies.

- Continue to develop integrated working through the implementation of the Workforce Strategy.
 - Maximise opportunities for children and young people, particularly the most vulnerable, to express their views and influence services.
 - Continue to maximise the use of resources and target services towards achieving improved outcomes for children and young people through implementation of the joint commissioning strategy.
5. Detailed resource information will be available in the review of the plan but are not currently available on the web page.
 6. The review incorporates an action plan to achieve improvements in all five outcomes.

Appendix 2

RREPORT TO:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	The Primary Review Phase 2: pre-statutory consultation		
DATE	22.4.10		
REPORT OF:	Kevin Verdon		
AUTHOR:	Name:	Kevin Verdon	Tel: 023 8091 7593
	E-mail:	Kevin.verdon@southampton.gov.uk	

SUMMARY

This item will seek approval for pre-statutory consultation on proposals relating to the future provision of primary school places throughout the city from September 2011. The birth rate in Southampton has been rising for the past few years resulting in a significant and unprecedented increase in demand for places in the city's primary schools. Consideration is being given to increasing capacity in schools through a number of options. A report on the outcome of the pre-statutory consultation will be brought for decision, including any statutory proposals for changes to school organisation in the city.

DETAIL

1. The recent Primary School Review considered the options for the city centre and Freemantle areas of the city only. A new review needs to be undertaken now because the rise in pupil numbers is affecting the whole city.

School organisation planning is one of the essential responsibilities of the City Council, which has a statutory obligation to provide a school place for every child who needs one.

2. The demand for places in Reception Year has been rising over the last few years, but recently it has been increasing far more rapidly. This is due to a number of factors:
 - The increase in the birth rate, and significantly the likelihood of the more recent influx of eastern Europeans to have a higher birth rate than the indigenous population
 - Fewer families able to obtain a larger mortgage and so not able to move out of the city to the suburbs, for example to Hedge End, Chandlers Ford and Totton, resulting in more families requiring a school place in Southampton
 - The recession has resulted in fewer families entering private education

The table below illustrates this point:

	Live births in Southampton 2002 - 2008						
Year	2002	2003	2004	2005	2006	2007	2008
Number of live births	2,484	2,556	2,603	2,775	2,907	3,078	3,279
Increase from previous year	-	72	47	172	132	171	201
%age increase from previous year	-	3%	2%	7%	5%	6%	7%
Index of live births	100	103	105	112	117	124	132

Source: ONS

3. Every year since 2002 there has been an increase in live births over the previous year, but in more recent years, 2007 and 2008, the increase of 6% and 7% is higher than in more distant years of 2002 and 2003, 3% and 2% respectively. Overall the number of live births has risen from 2,484 in 2002 to 3,279 in 2008, an increase of 895 births overall or 32%. This is one of the highest increases in the country.
4. It is difficult to be exact about the causes of the rise in the birth rate. The average UK-born woman has 1.84 children – an increase of 10% in just four years – while women living here who were born abroad have about 2.5 children. The ONS figures show that nearly a quarter of babies in England and Wales in 2008 were born to mothers who came from outside the UK, most commonly women from Pakistan, Poland and India.
5. Southampton has been working on increasing the capacity of schools for some time now and will continue to do so. The focus at present is on the intake expected in September 2011 and September 2012. It is anticipated that the intake in September 2012 is going to be the peak – but by no means a spike or a blip. It is believed that demand for places will stay at or near this high level for some time to come.
6. The anticipated demand for places in September 2012 will come from children who were born between 1 September 2007 and 31 August 2008. This information was received in January 2009. The information is received as anonymous summary data by children's centres which has then to be manipulated to cluster groups and catchment areas.
7. The Published Admission Numbers (PANs) for each school for September 2012 have to be determined nearly 17 months in advance, therefore this means that consultation has to take place, in January/February of 2011 – a full 20 months beforehand. This means that agreement with regard to the expansion of schools and changes in PANs must be in place by the end of 2010 in order for a smooth passage for implementation in 2012.
8. Other Local Authorities are also experiencing similar difficulties. At a recent meeting in Oxfordshire attended by the Assets and Capital Strategy manager, it was revealed that Birmingham is looking at another 100 forms of entry and Leeds another 50. London boroughs worked together to produce a document called 'Do the Maths' which highlighted the need for extra primary places in the capital. There are many more examples.
It is mainly urban authorities that are experiencing the bulk of the increases with most shire counties not nearly so badly affected except in some pockets.
9. The government has released £300m to local authorities to assist them in providing extra places, but Southampton was only allocated £1m. This is nowhere near the amount of money needed to provide the accommodation required. An absolute minimum would be around £12m spread over the next 4 or 5 years. The cost of new schools would be considerably more. Southampton wrote to the Department of Children, Schools and Families in March 2010, providing evidence which suggested that Southampton had been treated unfairly. The response has not yet been received.

SUBJECT: Sport and Recreation Partnerships
DATE: 22 April 2010
RECIPIENT: Overview and Scrutiny Management Committee

SUMMARY:

1. This briefing paper provides an update on the Sport and Recreation Partnerships Project Package 1 – The Municipal Golf Course and content to be included in a Delegated officer's paper on 11 May 2010.

BACKGROUND and BRIEFING DETAILS:

2. On 28 July 2008 identified three key outcomes as the aspirations for this project:
 - Increased participation and widening of access for the Council's Leisure facilities
 - Improved quality and customer satisfaction
 - Reduced net cost
3. On 28 July 2008, the Cabinet approved a procurement process to secure partners to manage and operate some of the Council's Sport and Recreation facilities.
The procurement took the form of two packages:
 - **'Package 1' - a 12 year contract** - The Municipal Golf Course and associated grounds maintenance and green keeping.
 - **'Package 2' - a 15 year contract** - The Quays Eddie Read Swimming and Diving Complex, Bitterne Leisure Centre, Chamberlayne Leisure Centre, Sport Centre and outlying pitches, Southampton Water Activity Centre Woodmill Activity Centre and the Alpine Ski and Snowboard Centre (presently privately managed).For the purpose of this report the packages will hereafter be referred to 'Package 1' and 'Package 2'.
4. Part of Package 2 was the consideration of the potential benefits to the Council in including in the procurement grounds maintenance for outlying sports pitches across the City. It should be noted that St Mary's Leisure Centre and Oaklands Swimming Pool were withdrawn from the process prior to the procurement being advertised as the view of the Council was that alternative options should be explored for the future management of these facilities.
5. At the meeting on 15th February 2010, Cabinet approved delegated authority to the Executive Director of Neighbourhoods, in consultation with the Executive Director of Resources and the Solicitor to Council following consultation with the Cabinet Member for Leisure, to appoint a preferred partner for the management and operation of Package 1 (Southampton Municipal Golf Course) in accordance with the framework as set out in confidential Appendix 2.

Appendix 3

6. The procurement process has identified that there are a range of benefits to the Council in securing a 12 year partnership for Package 1. By securing a partner it will contribute to meeting the Council's three main outcomes for its Sport and Recreation Services by:
- Increasing participation;
 - Providing a sustainable platform of investment that develops the Municipal Golf Course and services which includes addressing the repairs, maintenance and major equipment replacement for the life of the contract;
 - Creating opportunities to contribute to the City health issues;
 - Improving choice for customers by offering for example on line bookings and payment;
 - Providing resources to develop Golf participation for young people;
 - Sustain an annual payment to the Council throughout the life of the contract;
 - The Council will be entering into a partnership that will work together to improve and develop its existing site and facility provision but also explore new provision opportunities.

7. **Meeting the Council's Objectives**

The Cabinet set three key outcomes for this procurement process in July 2008. Detailed below is a summary of the Preferred Bidder's performance against these outcomes.

8. **Increasing Participation in Sport and Physical Activity**

The Preferred Bidder has produced a range of ideas which contribute to this Council aim, which is measured through the City's Local Area Agreement (2008-11). The Preferred Bidder made a commitment to increase participation and as proposed to introduce or develop such initiatives as:

- Increased participation - through sports development and outreach programme with targeted groups e.g.: people with disabilities/women and girls and in communities settings e.g. Schools. They anticipate increased roundage from a projected 65,401 in Year 1 to a projected 73,585 by Year 5.
- Increased overall participation – via potential capital investment at the Municipal Golf Course. The participation projections increase from a baseline in 2008/9 of 58,920 to 134,183 by year 5 if the investment projects are progressed. These proposals will be the subject of future members' decisions and the appropriate planning process.

The detail of the Preferred Bidder capital investment proposals will be part of the confidential appendix of the decision report for 11th May 2010.

9. **Improved Quality and Customer Satisfaction**

The Preferred Bidder meets the Council's expectations in this area and demonstrates evidence of higher quality provision and increased customer satisfaction through either its Method Statements or evidence through existing contracts. The Preferred Bidder will be expected to improve on the Council's performance through the Quest accreditation scheme incrementally over the course of the Contract and customer satisfaction will be measured twice a year and the Preferred Bidder is committed to meeting the Council targets which are:

- Achieving a minimum 1% per assessment cycle increase in Quest scores.
- The development of the current programme and continuation of discounts through the Get Active initiative.
- Contribute to the achievement of energy saving plans and targets.
- Achieving target scores agreed with Council in respect of customer satisfaction.
- All customer feedback analysed and necessary action taken.

This will be managed strongly through the client function of the Council.

10. **Reduced Net Subsidy**

Bids have been evaluated against the Council's Public Sector Comparator and the Preferred Bidder will be providing a guaranteed payment to the Council on an annual basis for the 12 years of the contract. The risk of adverse weather, recession etc will be the risk of the Preferred Bidder. It must be noted that bidders have been asked to factor in repairs and maintenance responsibilities into their management fees which would otherwise be picked up by the Council's centralised repairs and maintenance revenue fund. The Municipal Golf Course and associated facilities will also be subject to a much higher standard repairs and maintenance regime than the Council would be able to implement over the proposed contract period. Other key drivers of this procurement process were to encourage the bidders to develop and or contribute to:

- Investment in additional facilities and services
- Improved quality of the Municipal Golf Course and in particular tees and greens
- Increased junior golf development opportunities
- Maximise use of off peak time, increase competitions and society golf days

The Preferred Bidder will be taking the risk on securing income and deliver the increased participation targets.

RESOURCE/POLICY/FINANCIAL/LEGAL IMPLICATIONS:

11. **Policy**

The 2008/09 Corporate Improvement Plan identified "To develop a long term strategy to address the future management of and secure sustainable investment in the City Council's sports and recreation facilities" as one of the key actions for the Leisure and Culture Portfolio. This paper proposed the long term strategy referred to in the Corporate Improvement Plan.

12. **Capital Investment**

The Preferred Bidder has included a range of capital investments proposed over the duration of the contract funded through a range of sources.

Appendix 3

13. Revenue Implications

The current surplus profit provided to the Council from the Golf Course is £97,600. This does not include major maintenance costs which vary from year to year and are covered through a central repairs and maintenance fund. In addition, this figure would be reduced going forward (2011/12 onwards) as an Operations Manager would be required to oversee this service if it remained within the Council. Therefore the projected surplus if the facility continued to be managed by the Council would be £52,498. The Preferred Bidder has guaranteed to pay the Council more than £52,498 a year for the life of the 12 year contract. In addition the Preferred Bidder is taking the risk on factors such as adverse weather conditions, which has historically impact upon the Council surplus year end figures.

14. Leases

The Council will be agreeing a management lease which outlines the repairs and maintenance responsibilities of the Preferred Bidder. The Preferred Bidder will also be responsible for managing existing leases within the facilities in Package 1 including the Bowlers Restaurant and Cottages.

15. Repairs and Maintenance

The Preferred Bidder will take responsibility for all aspects for repairs and maintenance and in addition will be responsible for replacement of the Municipal Golf Course equipment. The Council will retain responsibility solely for the structure and latent defects of the buildings and in accepting these responsibilities the Council will have to reflect how it prioritises works under these responsibilities to ensure that no loss of income claims are made by the Preferred Bidder.

OPTIONS and TIMESCALES:

- (i) Delegated Officers will be receiving a paper offering a recommended Preferred Bidder and outlining the key benefits and risks relating to the Partnership on 11 May 2010. Within the report it will be recommending to proceed to complete commercial close with the Preferred Bidder as the most advantageous way forward for the Council's Sport and Recreation Municipal Golf Course and its customers.
- (ii) There is an option not to pursue the letting of contracts for Package 1. It is felt that not entering into a Partnership with a partner will fail to contribute to the Council's 3 key objectives for Sport and Recreation. The financial, quality and increased participation benefits outlined in this paper will not be fully achieved by maintaining the current operational model.
- (iii) Assuming the Delegated Officers agrees with the recommendations made in the decision paper, mobilisation of anticipated contracts for Package 1(12 years) will take place from late May 2010 through to an expected contract start date for the of 1 September 2010.

Appendices/Supporting Information:

Further Information Available From:	Name:	Mark Steward
	Tel:	07796957146
	E-mail:	mark@max-assoicates.com

Appendix 4

REPORT TO:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	Performance Report on NI 132: Percentage of new social care clients aged 18 or over where the time from first contact with social services to completion of assessment is four weeks or less		
DATE	22 nd April 2010		
REPORT OF:	Jane Brentor, Head of Health & Community Care		
AUTHOR:	Name:	Caronwen Rees	Tel: Ext 2524
	E-mail:	Caronwen.rees@southampton.gov.uk	

SUMMARY

This report outlines current performance in relation to the completion of social care assessments and the action being taken to address the issue.

DETAIL

Background

1. This indicator measures the completion of assessments for community care need. Under the NHS and Community Care Act 1992, any individual who requests an assessment has the right to have this undertaken with them by the Local Authority. Assessments are considered as complete when they are authorised on the PARIS recording system. To achieve 'success' against this performance indicator, there should be no more than 28 days between receipt of referral and completion of assessment.
2. Current performance only achieves this in approximately 50 % of cases and is therefore poor. In the past under the Performance Assessment Framework indicator set this measure was divided into two as follows:
 - D55 start of assessment to completion – poor.
 - D56 start of assessment to provision of package –good

I.e. once started, the package was provided in a timely way; now the measure focuses on timeliness of assessment only.

The current poor performance is directly related to the high numbers of safeguarding referrals and the need to divert care management staffing to urgent and high priority safeguarding cases to the detriment of less urgent referrals for care assessment.

Action being taken

3. The lack of resources to deal with this issue was identified and a bid for 6 further front line was presented in the budget planning round. This was agreed and recruitment to these posts is now taking place. Vacancy management forms were submitted immediately post budget setting in February but HR delays have meant that the posts have only just gone out to advert. Efforts are being made to recruit to all 6 posts but there are likely to be the usual delays associated with CRB checks and people having to give

notice.

4. Existing analysis shows that the average case load for a qualified worker is 30.86 currently. This includes safeguarding and non safeguarding cases with the average length of time that a case is open being 105 days. The current case load is well above the national average and is not safely manageable in the long term. The numbers of safeguarding cases (which must continue to be prioritised) are continuing to increase. The demographic pressures also indicate that the numbers of Older People are increasing as is the number of those people with complex physical needs. To allow for this and for leave, sickness and training, it is considered that a care manager can manage approximately 60 cases per year. Multiplied by 6 this means 360 additional cases handled with six extra care managers.

The total waiting list for assessment is around 340. This indicates that the waiting list should be reduced or wholly managed by the end of the first full year following full recruitment. All other things being equal excellent performance in this indicator should be achieved by June 2011.

REPORT TO:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	Performance Report on NI 114: Percentage of pupils who are permanently excluded from school during the academic year.		
DATE	22 nd April 2010		
REPORT OF:	Felicity Budgen and Paul Nugent		
AUTHOR:	Name:	Bryn Roberts	Tel: Ext 7723
	E-mail:	Bryn.roberts@southampton.gov.uk	

SUMMARY

This report outlines current performance in relation to permanent exclusions in the city, sets out trends in performance and the actions being taken to address the issue.

DETAIL

Current performance relating to permanent exclusions in the city

1. Whilst fixed-term exclusions have reduced steadily, permanent exclusions have remained at similar levels as in previous years. The national average for permanent exclusions as a percentage of pupils on roll is currently 0.11%. In Southampton at present we are under the current national average at 0.077% for the academic year so far. It is anticipated, given what is known about the pattern of exclusions as the academic year progresses that, at the end of year the position will be close to the national average statistics. This would be an improvement to the last academic year where levels for 2008/2009 reached 0.121%.
2. In the last academic year we have identified that there has been a rise in the number of permanent exclusions for physical assaults and threatening behaviour against other pupils. There has been a rise of 15.3% for assaults on pupils to 28.6% compared with the academic year 2007/2008. This has been a significant factor, with exclusions for other reasons all showing a decline.
3. There has been a significant improvement in the number of permanent exclusions for disruptive behaviour in all schools. In the academic year 2007/2008 this accounted for nearly half of all permanent exclusion in the city, but there has been a decrease over the past two years of nearly 30%. This is attributed to the improved working and early identification between the local authority and the behaviour teams in schools. This would suggest that the management of pupils displaying poor behaviour is being managed well with the preventive/behaviour services being implemented in a more focussed and effective way.

Trends and outcomes

4. For the past two years there have been discernable trends in the data for year groups that are permanently excluded. Years 8 and 9 in key stage 3 present nearly half of the permanent exclusions and have consistently been the key year groups that present behaviour leading to exclusion. There has been analysis on the reasons for this, indicating that a lack of flexibility with regard to vocational provision and ineffective transition arrangements within

schools may play a part. Changes to 14-19 provision are designed to overcome these issues. There has been a small increase in the numbers of permanent exclusions from primary schools, from a low baseline of five, up to six. Already this year we have seen a 10% increase as of this time last academic year as more extreme behaviour is being displayed by pupils at an earlier age.

Prevention and action plans

5. Reducing exclusions continues to be a high priority and action plans are in place to improve training and support for schools and provide more targeted resources. There have been significant improvements to the support for schools in reducing exclusions over the past 18 months, with a more preventative/early identification ethos being adopted. Behaviour teams have been working closely to reduce duplication and a pro-active approach to identifying the needs of the pupils within schools has achieved improvement.
6. Behaviour and Attendance Partnership (BOSS- Better Outcomes for Southampton Students) have been introduced to address the key issues within secondary schools and raise the profile of the issue of exclusions as part of a city wide agenda rather than an individual schools point of view.
7. Appendix 1 (Weakness 10) in the APA document has a more in-depth vision of progress and actions being taken.

REPORT OF: HEAD OF FINANCE
 REPORT TO: OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE
 DATE OF MEETING: 22 APRIL 2010
 SUBJECT: DELIVERY OF SAVINGS 2009/10

SUMMARY

OMSC requested an updated on the position with regard to the delivery of savings in 2009/10. The third quarter performance and financial monitoring report was presented to Cabinet on 15th February 2010 and this report seeks to provide updated information of the position as at the end of Month 11 (February) as requested.

BACKGROUND

1. Savings proposals of £11.3M were approved by Council in February 2009 as part of the overall budget package for 2009/10. The delivery of these savings is key to the financial position of the authority and below is a summary of the progress as at the end of the third quarter:

Portfolio	Implemented and Saving Achieved %	Not Yet Fully Implemented and Achieved But Broadly on Track %	Not on Track to be Implemented %
Adult Social Care & Health	96.6	3.4	0.0
Children's Services	78.4	1.1	20.5
Economic Development	86.5	1.0	12.5
Environment & Transport	56.3	5.6	38.0
Housing & Local Services	77.7	22.3	0.0
Leader's Portfolio	100.0	0.0	0.0
Leisure Culture & Heritage	55.2	36.7	8.1
Resources & Workforce Planning	94.4	0.0	5.6
Young People & Skills	100.0	0.0	0.0
Total General Fund	81.2	5.5	13.3

2. The overall shortfall in the delivery of the savings proposals at the end of the third quarter was forecast as £1,067,000 or 9.5% as for some of the proposals, whilst the saving may not have been on track to be fully implemented, progress had been made towards delivery of the financial outcomes
3. The financial implications of the delivery of these proposals was reflected in the overall forecast position, which was an under spend of £288,200, and areas of ongoing concern were fully reviewed and appropriate action plans put into place.

BRIEFING DETAILS

4. The position has been updated as at the end of Month 11 (February) and below is an updated summary of progress:

Portfolio	Implemented and Saving Achieved %	Not Yet Fully Implemented and Achieved But Broadly on Track %	Not on Track to be Implemented %
Adult Social Care & Health	100.0	0.0	0.0
Children's Services	78.4	1.1	20.5
Economic Development	86.5	1.0	12.5
Environment & Transport	56.3	5.6	38.0
Housing & Local Services	100.0	0.0	0.0
Leader's Portfolio	100.0	0.0	0.0
Leisure Culture & Heritage	91.9	0.0	8.1
Resources & Workforce Planning	94.4	0.0	5.6
Young People & Skills	100.0	0.0	0.0
Total General Fund	85.3	1.4	13.3

5. The overall shortfall in the delivery of the savings proposals at the end of Month 11 is still forecast as £1,067,000 or 9.5%, as for some of the proposals, whilst the saving may not be on track to be implemented, progress had been made towards delivery of the financial outcomes.
6. For Adult, Social Care & Health, Housing & Local Services and also Leisure, Culture & Heritage all of those savings proposals which were broadly on track have now been fully implemented and the saving achieved.
7. There remain a number of key areas where proposals are not on track to be implemented and where the progress made towards the delivery of the financial outcomes has been impacted by external factors.
8. The variance within Children's Services relates almost entirely to the inability to meet the decrease in costs associated with looked after children. A reduction of over £400,000 had been assumed by moving high dependency children from expensive external placements to the Council's own foster carers.
9. Whilst there has been a shift towards the number of children looked after within internal foster placements, the number of children requiring care has increased dramatically during this financial year mainly as a result of the recession and the additional strain that this places on families.
10. It would therefore be more accurate to say that this particular savings proposal had been implemented but that due to other factors, the financial benefits had not been realised.
11. Within Environment & Transport, the variance relates to two main areas :-

- A sum of £350,000 had been included for the letting of a bus shelters contract throughout the City. Given the current recession it was felt better to delay this until more favourable economic conditions arose.
- The budget contained assumed additional income from car parking and crematorium fees. There has been a significant decrease in parking income due to the recession, which has mean that this target has not been met and the number of cremations continues to fall below predicted levels (although in both cases, the changes to fees approved within the budget were implemented).

12. These are the material items and they more than account for the shortfall of £1,067,000.

RESOURCES/POLICY/FINANCIAL/LEGAL IMPLICATIONS

13. The impact of all of these issues has been taken into account in the overall forecast for the General Fund which was an under spend of £288,200 as at the end of the third quarter.

14. Any implications for the budget for 2010/11 and future years has been addressed.

SUMMARY OF EFFICIENCIES, ADDITIONAL INCOME AND SERVICE REDUCTIONS

Portfolio	2009/10				ACHIEVEMENT		
	Efficiencies	Income	Service Reductions	Total	Implemented and Saving Achieved	Not Yet Fully Implemented and Achieved But Broadly on Track	Not on Track to be Implemented
	£000's	£000's	£000's	£000's	%	%	%
Adult Social Care & Health	(2,330)	(562)	(7)	(2,899)	100.0%	0.0%	0.0%
Children Services	(1,081)	(744)	(448)	(2,273)	78.4%	1.1%	20.5%
Economic Development	(379)	(35)	(90)	(504)	86.5%	1.0%	12.5%
Environment & Transport	(1,426)	(665)	(210)	(2,301)	56.3%	5.6%	38.0%
Housing & Local Services	(432)	(23)	(533)	(988)	100.0%	0.0%	0.0%
Leaders	(279)	(20)	0	(299)	100.0%	0.0%	0.0%
Leisure, Culture & Heritage	(269)	(35)	(67)	(371)	91.9%	0.0%	8.1%
Resources & Workforce Planning	(716)	(366)	0	(1,082)	94.4%	0.0%	5.6%
Young People & Skills	(342)	(64)	(125)	(531)	100.0%	0.0%	0.0%
	(7,254)	(2,514)	(1,480)	(11,247)	85.3%	1.4%	13.3%
Achievement	(6,830)	(1,924)	(1,427)	(10,180)			
Shortfall			£	(1,067)			

% 9.5%

Agenda Item 13

ITEM NO:13

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	MONITORING SCRUTINY RECOMMENDATIONS TO THE EXECUTIVE		
DATE OF DECISION:	22 APRIL 2010		
REPORT OF:	HEAD OF POLICY AND IMPROVEMENT		
AUTHOR:	Name:	Suki Sitaram	Tel: 023 8083 2060
	E-mail:	Suki.sitaram@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

None.

SUMMARY

This item enables the Overview and Scrutiny Management Committee to monitor and track progress on recommendations made to the Executive at previous meetings.

RECOMMENDATIONS:

- (i) That the Committee considers the responses from Cabinet Members to recommendations from previous meetings and provides feedback.

REASONS FOR REPORT RECOMMENDATIONS

1. To assist the Committee in assessing the impact and consequence of recommendations made at previous meetings.

CONSULTATION

2. None.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3. None.

DETAIL

4. Appendix 1 of the report sets out the recommendations made to Cabinet Members at previous meetings of the Overview and Scrutiny Management Committee. It also contains summaries of any action taken by Cabinet Members in response to the recommendations.
5. The progress status for each recommendation is indicated and if the Overview and Scrutiny Management Committee confirms acceptance of the items marked as completed they will be removed from the list. In cases where action on the recommendation is outstanding or the Committee does not accept the matter has been adequately completed, it will be kept on the list and reported back to the next meeting. It will remain on the list until such time as the Committee accepts the recommendation as completed. Rejected recommendations will only be removed from the list after being reported to the Overview and Scrutiny Management Committee.

FINANCIAL/RESOURCE IMPLICATIONS

Capital

6. None.

Revenue

7. None.

Property

8. None.

Other

9. None.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

10. The duty to undertake overview and scrutiny is set out in the Local Government Act 2000.

Other Legal Implications:

11. None.

POLICY FRAMEWORK IMPLICATIONS

12. None.

SUPPORTING DOCUMENTATION

Appendices

1.	Monitoring Scrutiny Recommendations – April 2010
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Documents In Members' Rooms

	None.
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Background Documents

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

FORWARD PLAN No: N/A KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	All.
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Overview and Scrutiny Management Committee: Holding the Executive to Account

Scrutiny Monitoring – April 2010

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
03.03.10	Leisure, Heritage & Culture	Call-In Of Executive Decision No. Cab 09/10 1800 Selection Of Partners For Sport And Recreation Partnership	<p>(i) That during the fine tuning process, the Cabinet Member for Leisure, Heritage and Culture considers mechanisms to ensure that the Preferred Bidder delivers commitments detailed in the contract.</p> <p>(ii) The Cabinet Member for Leisure, Heritage and Culture requires the Preferred Bidder to produce a plan which clearly explains how the usage will be increased and groups from which the proposed users will come from.</p> <p>(iii) The Cabinet Member for Leisure, Heritage and Culture ensures that a break clause is placed in the contract to allow a re-evaluation of its success and for either party to withdraw.</p> <p>(iv) The Cabinet Member for Leisure, Heritage and Culture to request the Preferred Bidder to produce an alternative strategy to demonstrate the viability of the contract in case the NNDR loophole is closed by the government.</p> <p>(v) The Cabinet Member for Leisure, Heritage and Culture involves Trade Unions at all stage of the negotiations.</p> <p>(vi) The Cabinet Member for Leisure, Heritage and Culture ensures that performance is monitored and published on a regular basis as part of the Council's standard performance reporting mechanisms.</p>	<p>On consideration of the report of the Chair of the Overview and Scrutiny Management Committee the decision maker refused the recommendations of the Committee and confirmed the following decision:</p> <p>(i) To consider the objections received and to authorise the disposal to the preferred bidder by way of a 15 year lease for Package 2 and an agreed lease for Package 1, the list of properties set out in appendix 1, in order to facilitate the contract awards.</p> <p>(ii) To delegate authority to the Executive Director of Neighbourhoods, in consultation with the Executive Director of Resources and the Solicitor to Council following consultation with the Cabinet Member for Leisure, to appoint a preferred partner for the management and operation of Package 1 (Southampton Municipal Golf Course) in accordance with the framework as set out in confidential appendix 2.</p> <p>(iii) To appoint the preferred partner (identified at confidential appendix 3) to manage and operate the leisure facilities identified in package 2 (excluding the grounds maintenance for outlying sports pitches), for a contractual period of 15 years, at or below the level of annual management fee set out in section 9 of confidential appendix 3, and delivering an average net annual saving equal to or greater than the savings figure set out in</p>	Cabinet made a decision on 15 th March 2010

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
				<p>section 10 of confidential appendix 4.</p> <p>(iv) To delegate authority to the Solicitor to the Council, following consultation with the Executive Director of Neighbourhoods and Executive Director of Resources to finalise and enter into contractual arrangements with preferred partners for both package 1 and 2 with contracts commencing on 1st September 2010, subject to the preferred partner for Package 1 fully meeting the criteria set out in confidential appendix 2.</p> <p>(v) To approve, in accordance with finance procedure rules, capital expenditure of £198,000 on Improvements to the Athletics Track at the sports centre and £48,000 on Improvements to synthetic turf pitches at the sports centre, provision for which exists in the Leisure, Culture and Heritage capital programme for 2010/11.</p> <p>(vi) To approve the preferred way forward for the development of PE and Sport facilities at Chamberlayne Park College and the ongoing relationship with Chamberlayne Leisure Centre.</p> <p>(vii) To authorise the Solicitor to the Council following consultation with the Executive Director of Neighbourhoods and the Executive Director of Resources to do anything necessary to give effect to the proposals contained within this report including, but not limited to, the entering into of agreements, bonds, leases, further advertisement of any property matters and such other matters as are ancillary to or expedient for the completion of the project.</p>	

APPENDIX 1

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
			<p><u>NOTE:</u> In addition the Committee requested for the following information:</p> <p>1. Quest scores for other DC Leisure facilities.</p> <p>2. Breakdown of the increase in income figures in the confidential appendix.</p>	This information has been circulated to OSMC Members	Completed
18.02.10	Economic Development	Safe City Partnership Plan	Recommendation : Police/ SCP to identification of hotspots where assaults have fallen and analysis of the actions that contributed to this	The Safer Communities Manager will circulate the analysis, when it is available.	Update in June 2010
18.02.10	Environment	E&T Capital Budget	Cllr Dean to send details of the E & T capital programme to OSMC when available to the public	At the meeting on 25 th March 2010, OSMC Members said they did <u>not</u> receive details of the streets where capital works are planned as part of the capital programme. This was later sent to OSMC Members by email by the Democratic Support Officer.	Completed
21.01.10	Safeguarding & Youth Services	Southampton Review of Inter-agency Safeguarding arrangements	That the Chair of the Local Safeguarding Children Board and representatives of the Southampton Primary Care Trust, Southampton University Hospital and Hampshire Constabulary be invited to the June meeting of the Committee to review and discuss issues relating to Safeguarding children in Southampton in line with the annual performance report.	The Democratic Support Officer serving OSMC has sent an invitation to the Chair of the Local Safeguarding Children Board.	Update in June 2010
21.01.10	Children's Services & Learning	Improvement of Key Stage 2 Performance	That the Committee review the Government's response to the School Improvement Strategy at an appropriate meeting.	No action necessary	To be programmed for a future OSMC meeting as appropriate
17.12.09	Safeguarding & Youth Services	Improving links with the Local Safeguarding Children Board (LSCB)	The Chair should liaise with the Executive Director of Children's Services to ascertain the most effective way of bring forward to the Committee serious case reviews.	This was discussed at the OSMC meeting on 21 st January 2010 and it was agreed that the Chair of the Local Safeguarding Children Board and representatives of the Southampton Primary Care Trust, Southampton	Update in June 2010

APPENDIX 1

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
				University Hospital and Hampshire Constabulary be invited to the June meeting of the Committee to review and discuss issues relating to Safeguarding children in Southampton in line with the annual performance report. The issue of serious case reviews will be raised as part of this discussion.	
17.12.09	Leader	State of the city and the executive's priorities	That the Committee requested a review of the current investment policy and strategy into road repair and maintenance in an attempt to balance the strategic need of roads in the City and the public perception of their upkeep.	This was referred to the Executive Director for Environment in January 2010 and an update was sent by email to Democratic Support to be circulated to all OSMC members.	Completed
17.12.09	Leader	State of the city and the executive's priorities	That the Committee recommended that the best practice of comparator authorities indicated by the Audit Commission's Green Flag award be reviewed with a view to picking up any hints that would improve the City's own performance.	This will be considered by the Assistant Chief Executive (Strategy) as part of developing the Corporate Improvement Plan for 2010/11. The draft Plan is expected to be considered by Members in June/July 2010.	Update in June 2010
19/11/09	Housing and Local Services	The Review of Grants to Voluntary Organisations	That the Cabinet Member ensure that a full list of applications detailing what was applied for and whether they were successful or not against criteria is provided with the final report detailing the funding.	This will be included in the Cabinet report to be considered in June 2010.	Update in June 2010
19/11/09	Housing and Local Services	The Review of Grants to Voluntary Organisations	That the Cabinet Member investigate the possibilities of an appeals process where applications have been unsuccessful especially where organisations have had long standing arrangements with the Council.	The issue of an appeals process was raised during the consultation. The Cabinet agreed to investigate how this might work in practice. Research into best practice by has been undertaken with further work needed prior this matter will be included for decision in the June 2010 Cabinet report	Ongoing

APPENDIX 1

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
19/11/09	Housing and Local Services	The Review of Grants to Voluntary Organisations	That the Cabinet Member ensure that the small grants process be as simple as possible.	The intention of the new system is that paperwork and procedures should be proportionate to the level of funds awarded. Therefore the small grants process will be the simplest of the funding regimes. The Community Chest scheme has been revised to reflect the increased maximum limit of applications from £500 to £5,000. This is the simplest of the three funding streams and was launched on 1 st April 2010.	Completed
19/11/09	Housing and Local Services	The Review of Grants to Voluntary Organisations	That the Cabinet Member investigates the possibility of devolving the management of the small grants programme to the voluntary sector is investigated.	This suggestion has also been raised as part of the formal consultation and is being investigated. Meetings to be held in May with SVS & Hampshire / IOW Community Foundation to discuss possible options.	Update in June 2010
19/11/09	Housing and Local Services	The Review of Grants to Voluntary Organisations	That the Cabinet Member investigate the possibilities of a 3 year rolling programme particularly for large grants.	The Cabinet agreed that further work on three year funding needs to be carried out, including consideration of a 3 year rolling programme. This will be dependent on budgets. Research into best practice has been undertaken with further work needed. This matter will be included in the June 2010 Cabinet report.	Update in June 2010
08/10/09	Housing and Local Services	Scrutiny Inquiry on Increasing Independent Living through Housing – update on Action Plan.	That the Committee requested that the Cabinet Member for Housing and Local Services review the opportunity within the Housing Revenue Account Capital Programme with a view to constructing additional accommodation such as bungalows that will provide more appropriate housing for elderly residents.	Following the successful bid to Homes and Communities Agency to construct 35 new family homes for rent, a further bid was submitted on 30 th October 2009 to provide up to 20 more new family homes. As part of the Estate Regeneration Programme and whenever other opportunities arise, the mix of various house types will be assessed to optimise the provision of cost effective house mix on the site to meet greatest housing need.	Completed

APPENDIX 1

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
08/10/09	Children's Services	Call-In of Executive Decision No. CAB045: Proposal to Establish a 6 th Form at Bitterne Park Secondary School	That consultation on any similar proposals in the future should go beyond the statutory minimum requirement and consider ways of genuinely engaging key stakeholders in this process.	The Cabinet Member and Officer's agree with the principle of full consultation and believe that this took place on this occasion.	Ongoing – further discussions to be held on an Officer to Officer basis with Children Services & Learning to agree processes for future consultations.
08/10/09	Children's Services	Call-In of Executive Decision No. CAB045: Proposal to Establish a 6 th Form at Bitterne Park Secondary School	That any future items for determination by the Cabinet which cannot be re-considered should be flagged up in advance of the decision to members of the Overview and Scrutiny Management Committee.	Accept in principle.	Ongoing – further discussions to be held on an Officer to Officer basis with Children Services & Learning to agree processes for future consultations.

Agenda Item 14

ITEM NO: 14

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	AUDIT COMMISSION: AUDIT AND INSPECTION PLAN PROGRESS REPORT		
DATE OF DECISION:	22 APRIL 2010		
REPORT OF:	ASSISTANT CHIEF EXECUTIVE (STRATEGY)		
AUTHOR:	Name:	Suki Sitaram	Tel: 023 8083 2060
	E-mail:	Suki.sitaram@southampton.gov.uk	
STATEMENT OF CONFIDENTIALITY			
None			

SUMMARY

The 2009-10 Audit and Inspection Plan was presented to the Audit Committee on 24 June 2009 and the progress report was considered by the Audit Committee on 25th January 2010. The Audit and Inspection Plan is based on the Audit Commission's risk-based approach to audit planning as set out in the Code of Audit Practice and on the risk-based approach to inspection planning as set out in the Comprehensive Area Assessment (CAA) Framework. A copy of the report to the Audit Committee providing an update on progress against the Plan, together with reports issued, is attached as Annex 1 this report.

RECOMMENDATIONS:

- (i) That the Overview and Scrutiny Management Committee considers the attached report to the Audit Committee and provides guidance on any issues which require further discussion in relation to regular performance monitoring.

REASONS FOR REPORT RECOMMENDATIONS

1. The Audit Committee has requested that the Audit and Inspection Plan be referred to the Overview and Scrutiny Management Committee for consideration.

CONSULTATION

2. The report to the Audit Committee is attached, following discussion at the meeting on 25th January 2010 and agreed with the appropriate officers.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3. None

DETAIL

4. The following Audit Commission reports are attached for consideration in the Appendix:
 - Progress report – December 2009
 - LA Short Notice Inspection – June 2009
 - LA Short Notice Inspection – Action Plan

FINANCIAL/RESOURCE IMPLICATIONS

Capital

5. None

Revenue

6. None

Property

7. None

Other

8. None

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

9. The duties and powers of auditors appointed by the Audit Commission are set out in the Local Government Act 1999.

Other Legal Implications:

10. None

POLICY FRAMEWORK IMPLICATIONS

11. None

SUPPORTING DOCUMENTATION

Appendices

1. Audit Commission: Progress report – December 2009
2. Audit Commission: LA Short Notice Inspection – June 2009
3. LA Short Notice Inspection – Action Plan

Documents In Members' Rooms

1. None

Background Documents

Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
None	

Background documents available for inspection at: N/a

KEY DECISION? N/A

WARDS/COMMUNITIES AFFECTED: All

Agenda Item 7

Appendix 1

DECISION-MAKER:	AUDIT COMMITTEE		
SUBJECT:	AUDIT COMMISSION: AUDIT AND INSPECTION PLAN PROGRESS REPORT		
DATE OF DECISION:	25 th JANUARY 2010		
REPORT OF:	CHIEF INTERNAL AUDITOR (Acting)		
AUTHOR:	Name:	Neil Pitman	Tel: 023 80 834616
	E-mail:	Neil.pitman@southampton.gov.uk	
STATEMENT OF CONFIDENTIALITY			
NOT APPLICABLE			

SUMMARY

The 2009-10 Audit and Inspection plans were presented to the Audit Committee on 24 June 2009. The audit and inspection plan is based on the Audit Commission's risk-based approach to audit planning as set out in the Code of Audit Practice and on the risk-based approach to inspection planning as set out in the Comprehensive Area Assessment (CAA) Framework

An update on progress against the Plan(s), together with reports issued, is attached as appendices to this report.

RECOMMENDATIONS:

- (i) That the Audit Committee notes the Audit Commissions reports as attached.

REASONS FOR REPORT RECOMMENDATIONS

1. The Audit Committee's Terms of Reference require it to be satisfied and provide assurance to the Standards and Governance Committee that appropriate action is being taken on risk and internal control related issues identified by the external auditors. Specifically, the Committee has responsibility for oversight of the reports of external audit.

CONSULTATION

2. The reports, as attached, have been discussed and agreed with the appropriate officers.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3. None

DETAIL

4. The following Audit Commission reports are attached for consideration in the appendix:
 - Progress report – December 2009
 - LA Short Notice Inspection – June 2009
 - LA Short Notice Inspection – Action Plan

The external auditor will be in attendance at the Committee meeting to answer any questions.

FINANCIAL/RESOURCE IMPLICATIONS

Capital

5. None

Revenue

6. None

Property

7. None

Other

8. None

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

9. The duties and powers of auditors appointed by the Audit Commission are set out in the Local Government Act 1999.

Other Legal Implications:

10. None

POLICY FRAMEWORK IMPLICATIONS

11. None

SUPPORTING DOCUMENTATION

Appendices

1.	Audit Commission: Progress report – December 2009
2.	Audit Commission: LA Short Notice Inspection – June 2009
3.	LA Short Notice Inspection – Action Plan

Documents In Members' Rooms

1.	None
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Background Documents

Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
None	

Background documents available for inspection at: N/a

FORWARD PLAN No:

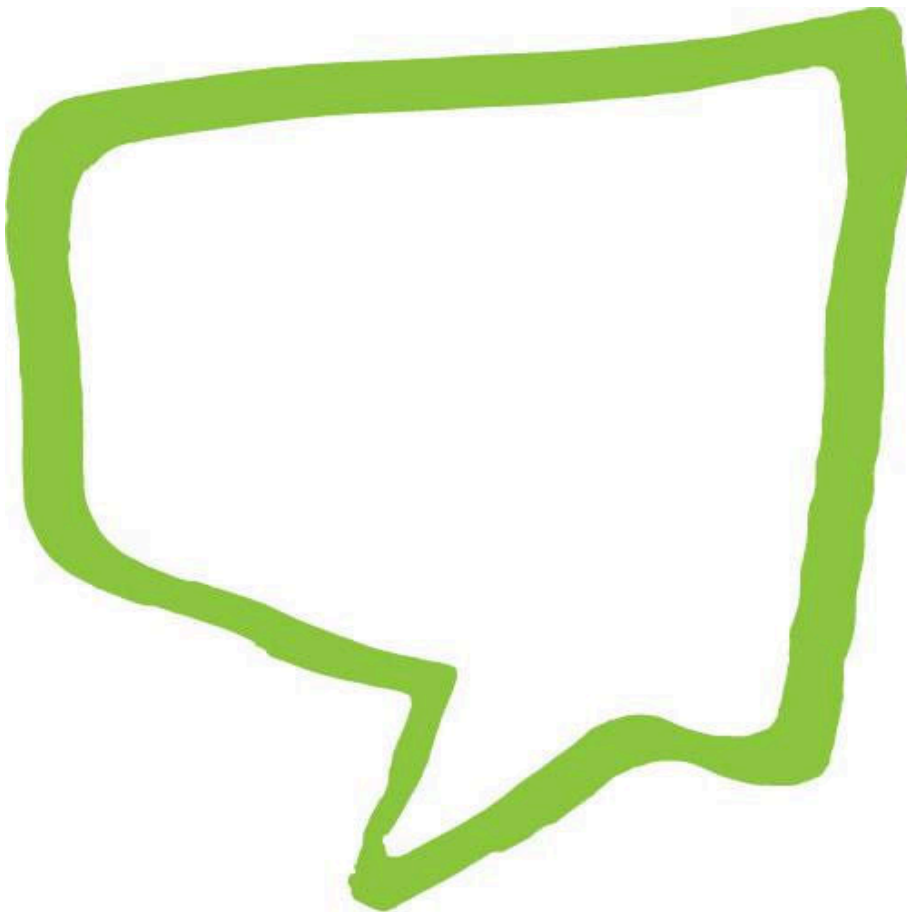
N/A

KEY DECISION? N/A

WARDS/COMMUNITIES AFFECTED: All

Progress Report

Southampton City Council
Audit 2009/10 & 2010/11
January 2010



Contents

Progress with 2009/10 audit and assessment	3
Progress with 2010/11 audit and assessment	7

Status of our reports

The Statement of Responsibilities of Auditors and Audited Bodies issued by the Audit Commission explains the respective responsibilities of auditors and of the audited body. Reports prepared by appointed auditors are addressed to non-executive directors/ members or officers. They are prepared for the sole use of the audited body. Auditors accept no responsibility to:

- any director/member or officer in their individual capacity; or
 - any third party.
-

Progress with 2009/10 audit and assessment

Report	AC key contact	Authority contact	Expected report	Reported to Audit Committee	Comment
Audit plan 2009/10	Kate Handy	Audit Committee	March 2009	24 June 2009	The initial fee letter for 2009/10 was agreed with officers in April 2009 and presented to the Audit Committee at its 24 June 2009 meeting. A more detailed opinion plan will be prepared and discussed with officers before we commence our 2009/10 final accounts audit
Area Assessment Plan	Linda Krywald	Audit Committee	March 2009	24 June 2009	The letter setting out the approach and fee for the Organisational Assessment (OA) and Area Assessment (AA) was agreed with officers in April 2009 and reported to the Audit

Report	AC key contact	Authority contact	Expected report	Reported to Audit Committee	Comment
					Committee at its meeting on 24 June 2009. The OA and AA reports were published in December 2009 and a briefing session for members will take place on 20 January 2010.
Financial statements					
Interim audit memorandum (If appropriate)	Mike Bowers	Carolyn Williamson	June 2010		
Annual Governance Report (ISA260)	Kate Handy	Standards and Governance Committee	September 2010		
Accounts opinion	Kate Handy	Standards and Governance Committee	September 2010		
Final Accounts memorandum (If appropriate)	Mike Bowers	Carolyn Williamson	October 2010		
Use of Resources					
Use of Resources	Kate Handy	Brad Roynon	September 2010		

Report	AC key contact	Authority contact	Expected report	Reported to Audit Committee	Comment
Building Schools for the Future- overview (If necessary)	Jane Burns	Clive Webster	N/A		There are no issues that we need to bring to the Audit Committee's attention at this time.
Highways maintenance	Tim Thomas Gordon Westley	Nick Johnson	Updates as necessary	25 January 2010	An initial update report was sent to key officers in August 2009. The report was discussed at the meeting of the Project Board in December 2009 and is attached as a separate item on this agenda.
Data Quality Spot checks (If necessary)	Mike Bowers	Joy Wilmot-Palmer	N/A		
Inspection					
Short Notice Inspection (Pilot) –Local authority strategic housing services	Julie Watts	Nick Murphy	June 2009	25 January 2010	The SNI was carried out in June 2009 and an initial report was sent to the Council. Following discussions the final report was agreed with officers in September 2009. The Council's action plan was agreed

Report	AC key contact	Authority contact	Expected report	Reported to Audit Committee	Comment
					<p>by the Cabinet Member for Housing and Local Services in December 2009.</p> <p>The report and the approved action plan are on the agenda for this meeting of the Audit Committee</p>

Progress with 2010/11 audit and assessment

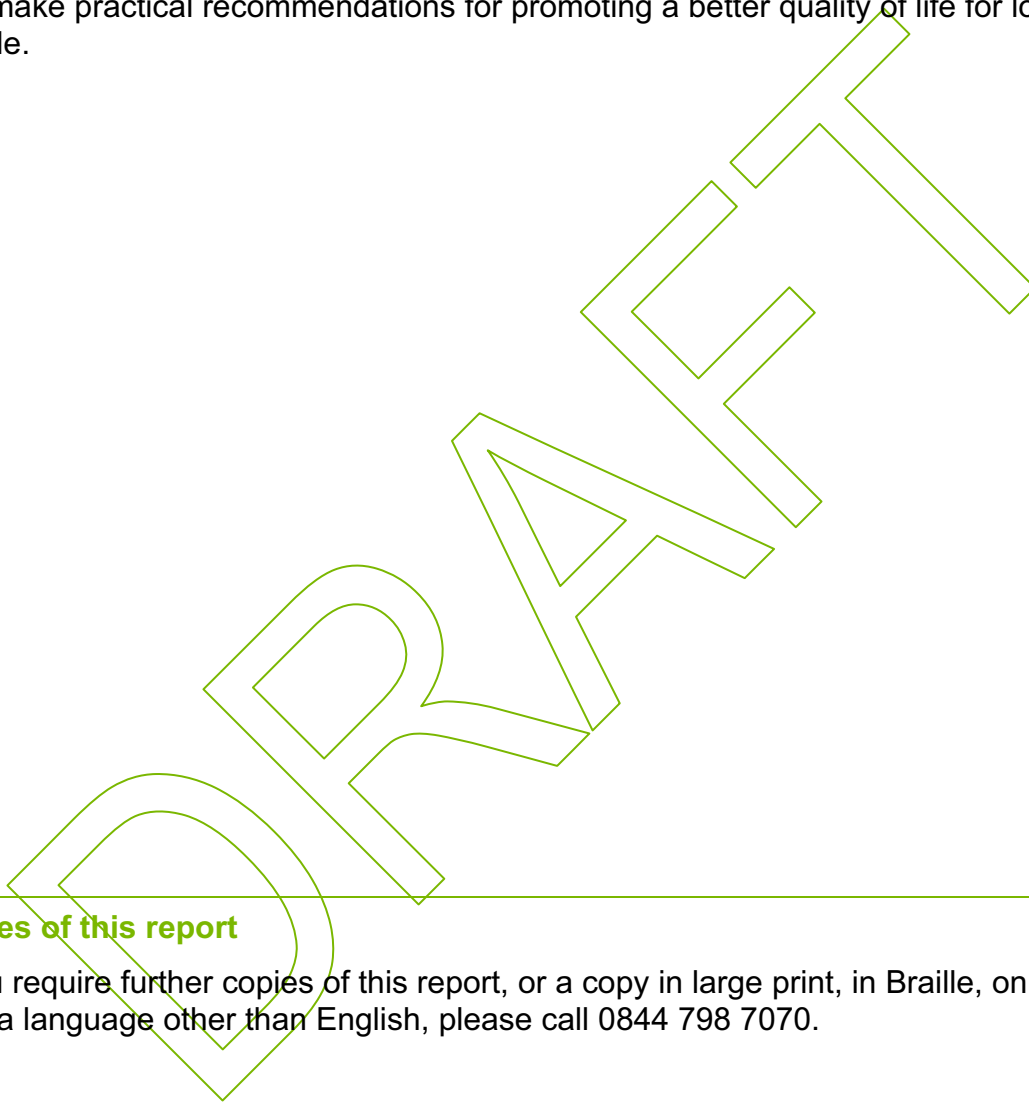
Report	AC key contact	Authority contact	Expected report	Reported to Audit Committee	Comment
Audit plan 2010/11	Kate Handy	Audit Committee	June 2010		.
Area Assessment Plan	Linda Krywald	Audit Committee	June 2010		

The Audit Commission

The Audit Commission is an independent watchdog, driving economy, efficiency and effectiveness in local public services to deliver better outcomes for everyone.

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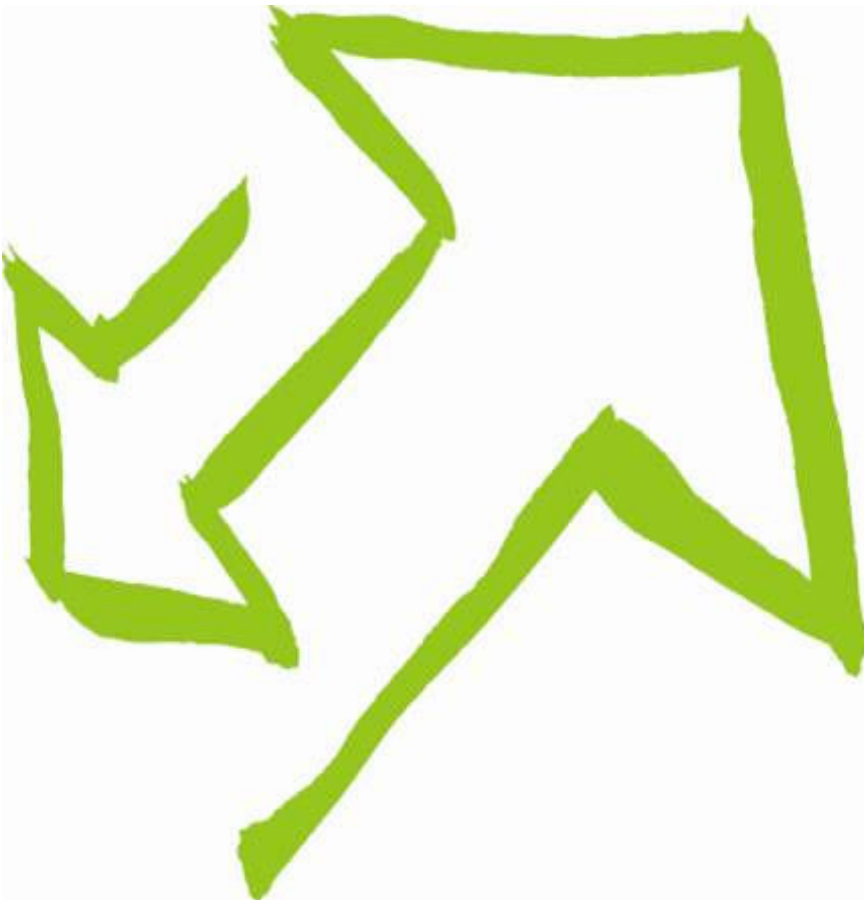
LA SNI Pilot

Short Notice

Inspection

Southampton City Council

June 2009



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Audit Commission Inspections

The Audit Commission is an independent body responsible for ensuring that public money is spent economically, efficiently and effectively and delivers high-quality local services for the public.

Within the Audit Commission, the Housing Inspectorate inspects and monitors the performance of a number of bodies and services. These include local authority housing services, local authorities administering Supporting People programmes, arms length management organisations and housing associations. Our key lines of enquiry (KLOEs) set out the main issues which we consider when forming our judgements on the quality of services. The KLOEs can be found on the Audit Commission's website at www.audit-commission.gov.uk/housing.

Short notice inspections (SNIs) have been developed to encourage improvements in the performance of local authorities and housing associations at delivering services to their customers. They focus on the outcomes for residents and work on the basis that these organisations will concentrate on improving services rather than preparing for an inspection, which could happen at any time.

The SNI methodology has not previously been utilised for local authority strategic housing services and is therefore being trialled for the first time in this inspection. Southampton City Council has volunteered to participate in this pilot and to provide commentary on the process from the perspective of an inspected body. This report has not therefore been published on the Audit Commission's website.

The Context

- 1 Southampton is a major port with a population of over 200,000. The level of population growth (9.6 per cent) exceeded the average for the South East between 1997 and 2007 but it is projected to increase at a lower than average rate between 2016 and 2029. However, the number of households is expected to grow at an above average rate for the South East over the same period. The 2001 Census shows that Southampton had the highest proportion of black and minority ethnic (BME) residents in the Hampshire region at 7.6 per cent, projected to rise 11.2 per cent by 2006.
- 2 The level of social housing (23 per cent) is nearly twice the average for the South East. At 23 per cent, the proportion of private rented homes is almost three times higher than the national average but the proportion of owner-occupied homes is much lower (53 per cent compared to 71 per cent nationally). More than a third of homes in Southampton are flats, one of the highest proportions in the South East and more than double the average for England.
- 3 Southampton is the most affordable place in Hampshire to buy a home with an affordability ratio of 7.01¹. However, average house prices in the city rose by 89 per cent between 2000 and 2008, households in receipt of benefit make up 26 per cent of the population and average income levels are only slightly above the national average. As a result, the demand for social housing is high and there are currently 13,000 households on the waiting list.
- 4 The housing requirement within the South East Plan for the city is for 16,300 new homes in the period 2006 to 2026 which is an annualised target of 815 homes. This is also the target adopted in Southampton's Local Area Agreement.
- 5 The Council is a member of Partnership for Urban South Hampshire (PUSH), a sub-regional partnership of eleven local authorities which has come together to address the economic and regeneration issues facing urban South Hampshire, focused on the cities of Portsmouth and Southampton.

The scope of the inspection

- 6 The scope of this inspection focused on the Council's approach to enabling the provision of new housing and related aspects of its strategic approach to housing delivery. It also included an assessment of how the Council is addressing three cross-cutting themes within the areas included in the inspection's scope: access and customer care, diversity and value for money.
- 7 We would like to thank the staff of Southampton City Council who made us feel welcome during the inspection, met our requests efficiently and provided useful feedback on the short notice inspection process and related methodology.

Dates of inspection: 9 to 11 June 2009.

¹ A household with an average income in the area would need to find 7.01 times their income to be able to purchase an average priced home

The Context

Regional contact details:

Audit Commission,

Housing Inspectorate - Southern Region,

1st Floor Millbank Tower,

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SW1P 4HQ

Summary of our findings

- 8 We have assessed the strengths and weaknesses of the service areas included in the scope of the inspection. Our judgements are based on the evidence obtained during the inspection and are outlined below.

Table 1 Assessment

How good is the service?	Assessment
<ul style="list-style-type: none"> Access and customer care² 	Strengths outweigh weaknesses
<ul style="list-style-type: none"> Diversity 	Strengths outweigh weaknesses
<ul style="list-style-type: none"> Value for Money 	Strengths outweigh weaknesses
<ul style="list-style-type: none"> Strategic Approach 	Strengths considerably outweigh weaknesses
<ul style="list-style-type: none"> Enabling the provision of housing 	Strengths considerably outweigh weaknesses

- 9 We have asked Southampton City Council to consult with its stakeholders on the findings of this report and on the preparation of an action plan to implement our recommendations.

² Access and Customer Care, Diversity and Value for Money are assessed in relation to the service areas inspected only.

How good is the service?

Access and Customer Care in the service areas inspected

10 We found that strengths outweigh weaknesses in this area.

11 There are a number of strengths.

- There is a strong culture of customer care within the service, supported by a well-developed framework of customer charters and internal awards, with some service standards in place.
- Well-located Council offices and a range of access routes (including a one-stop-shop, planning portal, free pre-application discussions, a duty officer and a single point of contact for all planning agreements) help to ensure that customers can easily access the service.
- There are clear standards in place to help housing associations understand the quality of service they will receive from the Council, helping to promote effective joint working on housing delivery.
- There is clear written guidance available to developers to help them understand the Council's policies and requirements, including supplementary planning guidance. This helps developers identify high level planning constraints and submit appropriate planning applications, saving both costs and time.
- The Council has begun to assess tenants' satisfaction with their new homes and to seek feedback from developers on the enabling process. Initial returns from new tenants found that 83 per cent were either very satisfied or satisfied with their new homes.

12 There are some weaknesses.

- Customer feedback systems are relatively new in some key areas and there is a lack of routine exit surveys for planning customers. As a result, customer feedback has yet to influence work processes or design standards.
- Service standards are either not in place or are not well publicised for all areas of the development control service. This means that customers are not always able to make informed decisions about the services that are available.

Diversity in the service areas inspected

13 We found that strengths outweigh weaknesses in this area.

14 There are a number of strengths.

- The Council has a well-established corporate equality and diversity framework and provides diversity training for all staff. This helps to promote a consistent focus on the housing needs of diverse groups within the service.
- Strategic housing work, such as the black and minority ethnic (BME) housing needs survey and housing strategy for older people have influenced the delivery of services to meet identified needs, including the development of larger homes for some BME families and extra care housing.
- Close work with the Supporting People team has improved the pattern of supported housing for vulnerable people. For example, through the development of new purpose-built schemes which offer better support.
- Eight per cent of new build completions since April 2007 have been wheelchair adapted, giving people who use wheelchairs better access to suitable housing.
- Accessible buildings and the offer of translation facilities for all documents reduce access barriers for some vulnerable people.

15 There are some weaknesses.

- The Council has been slow to respond to the need for additional pitches for gypsies and travellers. This adds to the barriers facing the gypsy and traveller community in securing accommodation and increases the likelihood of unauthorised encampments in the city.
- Aspirational design standards relating to Lifetime Homes and access for disabled people set out in planning policies are not being monitored, meaning that the service does not know how many homes are meeting the needs of some diverse communities.
- Robust equality impact assessments have not been completed for a number of key areas within the service. This increases the risk that services and/or policies may not be meeting the needs of some diverse groups.

How good is the service?

Strategic approach

16 We found that strengths considerably outweigh weaknesses in this area.

17 There are a number of strengths.

- Participation in PUSH is helping the Council to ensure that its strategic work is well integrated at sub-regional level and to improve partnership working with other Councils. This helps to ensure that the City and the wider sub-region are better placed to develop well-coordinated responses to issues such as sustainability and inclusion, to influence Government policy and to develop a shared agenda for delivery.
- Affordable housing is clearly a high level priority for the Council and its sub-regional partners and this is reflected in all key plans. This ensures that key decision makers and partners are focused on housing outcomes for the community.
- Sustainability features highly amongst the strategic objectives. All developments in the city are expected to achieve an equivalent rating to the EcoHomes/BREEAM 'very good' rating (and by 2012 an 'excellent' rating) with particular emphasis on water efficiency. This helps to tackle fuel poverty in vulnerable households.
- There is a strong evidence base to help the Council identify housing need and supply issues. This will help the Council and its partners deliver the right type, size and quantity of new housing.
- The housing strategy sets challenging and ambitious targets for the delivery of new homes and makes appropriate links to wider health, training and employment, community safety and sustainability issues. A strong focus on the range of challenges facing Southampton will help to promote sustainable communities.
- Housing and Supporting People policies are well aligned. This has led to better supported housing services for a range of vulnerable people.
- Good joint working between the planning and housing enabling teams helps the service to monitor progress on housing schemes, develop planning policy and streamline the enabling process, contributing to effective delivery of new homes.
- The Council is transforming the balance of the communities in its eleven priority neighbourhoods. Over half of all new housing has been in the priority neighbourhoods (a total of 1,056 new homes) with just 26 per cent of new homes being affordable. This is helping to improve the integration and social inclusion of its communities in poorer parts of the City.

18 There are some weaknesses.

- The affordable housing requirements of the Local Plan are currently relatively modest, requiring developments of 15 or more units to provide up to 25 per cent affordable housing (despite the Council's original intentions to set a threshold of 5 units which was overturned by the planning inspector).
- The Council is not monitoring the impact of its design guidance and its commitment to sustainability standards is not well-understood by private developers. As a result, its aspirations for well-designed and sustainable homes may not be realised.
- The lack of agreement about the need for gypsies and travellers sites is acting as a barrier to progress in meeting the accommodation needs of this group.
- Despite some good initiatives, the Council and its partners are only just developing a more strategic approach to addressing the challenges proposed by the recession. Without a clear framework, there is a risk that some housing developments may fail to materialise.

Enabling the provision of housing

19 We found that strengths considerably outweigh weaknesses in this area.

20 There are a number of strengths.

- The service is performing very strongly in enabling the delivery of new housing in Southampton, with an average of 1,040 new homes completed over the last five years. This has helped many residents find housing solutions in the City.
- The delivery of affordable housing over the last five years has averaged just over 40 per cent of all new completions, with 71 per cent of these homes for rent. This has helped many people who cannot afford market housing to secure affordable homes.
- The Council is helping to promote intermediate housing by working with the zone agent to raise its profile. This has helped many people get a foothold on the home ownership ladder and resulted in only one completed shared ownership home being unsold despite challenging market conditions.
- The Council is maximising the potential for new house completions through its requirement for challenging residential densities, helping to ensure that each development maximises its potential for new homes.
- A very small minority (less than five per cent) of new housing developments have been on greenfield sites. The use of previously developed land protects recreational space within the city and prevents urban sprawl.
- The service manages the development of affordable housing effectively, with contractual agreements with each housing association, quarterly progress monitoring and effective partnership working with housing associations and developers. This helps to ensure the timely delivery of new homes.
- A clear and competency-based selection process for the housing associations which Southampton works with has helped to ensure that the six preferred partners are adding value to developments through additional community benefits.

How good is the service?

- New homes are finished to a good standard using high quality components, reflecting initiatives such as design competitions and input from the City Design Team and an architects' panel. All homes increasingly meet sustainability code level three. This helps to reduce energy costs for people who may be facing fuel poverty.
- The Council is prepared to take difficult decisions in order to meet its housing obligations, for example, by making changes to design and providing assurances on the management of the housing, it has been able to keep some contested large housing developments on track.
- The Council is supporting development through the commitment of its own resources, helping to facilitate high levels of social rented housing.
- The Council has provided strong support to developers to mitigate the effect of the recession and maintain the delivery of new housing, including the re-phasing of affordable housing and the postponement of payments under section 106 arrangements. This has helped developers to mitigate the effect of the recession and keep housing delivery on track.

21 There are some weaknesses.

- Low delivery of larger family housing in recent years means that the Council and its partners are not yet providing effectively for the accommodation needs of the whole community.
- Below average performance in deciding planning applications in 2007/08 and failure to meet the services' own target on the level of successful appeals slows the delivery of new housing and can bring added costs to developers and the service.
- Some tenants are expressing dissatisfaction with some aspects of their new homes. Based on 77 responses to date, more than 25 per cent of new tenants express some dissatisfaction with the quality and space of their new home, soundproofing between floors and the proximity of their homes to their place of work.

Value for money

22 We found that strengths outweigh weaknesses in this area.

23 There are a number of strengths.

- A strong corporate framework for value for money has resulted in significant efficiency and procurement savings over the last three years. This has allowed for investment in service improvements such as the call centre which is providing residents with better access to services.
- Membership of PUSH has increased available funding for strategic studies such as flood assessments, research studies and sub-regional strategic plans. This has meant that the City (and the sub-region) has been well-placed to respond to the challenges around sustainable development and economic growth.

- The service has been effective in securing new affordable housing through planning gain, helping to reduce demands on the public purse and supporting the development of more housing when grants are paid.
- The effectiveness of the Council's housing partnerships has been reviewed, resulting in the streamlining of key groups and improved operational working.
- The Council and its partners have been successful in leveraging in capital funding for a range of new housing schemes and have responded proactively to new funding opportunities offered by the Homes and Communities Agencies. A total of £34 million of capital funding for affordable housing was awarded in 2008/11 the largest allocation in the region.
- The service is achieving a good balance between quality and cost in its requirements for new housing. This means that developers are less likely to challenge planning decisions and helps the Council avoid costly appeals and delays in delivering new housing.

24 There are a number of weaknesses.

- Scrutiny work is reducing the variation in the grants required by different housing associations for the same types of development but there still remains some variation. High grant levels reduce the amount of funding available for other developments
- It is unclear if the Council's requirements for Lifetime Homes are delivering value for money, with no evaluation of the impact on either resident satisfaction or lower running costs.
- The service does not yet have a robust understanding of how well its costs compare to services provided by other councils, limiting scope to identify further efficiencies.
- The current system of delegations to planning officers is not efficient, with many decisions referred to monthly planning committees. This is increasing the cost of the service and increasing the waiting time for customers.

Recommendations

25 To rise to the challenge of continuous improvement, organisations need inspection reports that offer practical pointers for improvement. Our recommendations identify the expected benefits for both local people and the organisation. In addition, we identify the approximate costs³ and indicate the priority we place on each recommendation and key dates for delivering these where they are considered appropriate. The inspection team makes the following recommendations.

Recommendation

R1 Improve the customer focus of the service by:

- developing and publicising service standards for all aspects of the enabling service;
- introducing and responding to customer satisfaction surveys for all customers who have used the development control service;
- effectively monitoring the extent to which the aspirational standards set out in the Residential Design Guide are being delivered and taking appropriate follow-up action to promote compliance; and
- improving the time taken to make decisions on planning applications.

The expected benefits of this recommendation are:

- better informed customers; and
- better services for customers.

The implementation of this recommendation will have medium impact with low costs. This should be implemented by December 2009.

Recommendation

R2 Improve the approach to meeting the needs of gypsies and travellers by:

- establishing a project plan with key milestones to deliver the targets set out in the South East Plan and effectively monitoring progress to ensure delivery.

³ Low cost is defined as less than 1 per cent of the annual service cost, medium cost is between 1 and 5 per cent and high cost is over 5 per cent.

The expected benefits of this recommendation are:

- a better focus on meeting the needs of this diverse group; and
- better prospects for the social inclusion of gypsies and travellers.

The implementation of this recommendation will have high impact with low costs. This should be implemented by December 2009.

Recommendation

R3 Improve the approach to value for money by:

- developing a strategic approach to facilitating housing development during the economic recession;
- developing a better understanding of the reasons for variations in the grants required by different housing associations for the same types of development and continuing to take action to narrow the gap as appropriate; and
- benchmarking the cost and quality of the enabling service to provide a better understanding of how costs compare and drive efficiencies.

The expected benefits of this recommendation are:

- improving value for money to enable better services; and
- better information for decision makers.

The implementation of this recommendation will have medium impact with low costs. This should be implemented by December 2009.

Prospects for Improvement: summary of our findings

- 1 We have assessed the prospects for improvement of the service areas included in the scope of the inspection. Our judgements are based on the evidence obtained during the inspection and are outlined below.

Table 2 Assessment

What prospects are there that the services inspected will improve?	Assessment
Track record	Strengths outweigh weaknesses
Managing performance	Strengths considerably outweigh weaknesses
Capacity	Strengths considerably outweigh weaknesses

What prospects are there that the services inspected will improve?

What is the track record in delivering improvement in the areas inspected?

2 We found that strengths outweigh weaknesses in this area.

3 There are a number of strengths:

- The Council has a strong track of delivering new homes, including affordable housing, to meet local needs and regional housing targets.
- The 65 per cent target for the rented element of new affordable housing has been exceeded, with 71 per cent achieved over the last three years.
- The vast majority of new residential units are in developments with a density of over 50 units per hectare (over 85 per cent in the last three years) and the percentage of dwellings on previously developed land over the last five years has consistently been above 95 per cent.
- The 2007/08 Direction of Travel Assessment⁴ has concluded that the Council is improving well and strengthening its approach to value for money, with improvements in housing and work on major regeneration projects cited as key strengths.
- The Council has demonstrated its ability to work successfully with a range of partners and stakeholders to deliver new housing and promote sustainable communities.

4 There are some weaknesses:

- The Council has struggled to achieve a mix of affordable homes for families. While 30 per cent of new housing needs to have three or more bedrooms, only 15 per cent was delivered.
- The accommodation needs of gypsies and travellers have not yet been satisfactorily addressed.
- The speed of deciding planning applications has been below average.
- Southampton is later than some councils with its Local Development Framework (LDF). This is because the Government Office for the South East (GOSE) required some revisions to the draft Core Strategy which had 'knock-on' effects to the rest of the programme (including progression of the city centre action plan Development Plan Document). This has delayed the Council in maximising its potential to deliver affordable housing.

⁴ Carried out by the Audit Commission

How well is performance managed in the areas inspected?

5 We found that strengths considerably outweigh weaknesses in this area.

6 There are a number of strengths:

- The Council is showing strong leadership around its ambitions for affordable housing, demonstrated through its approach to planning policy, partnership working and willingness to make hard decisions to support delivery.
 - The Council has strong ambitions to transform the city into the premier city on the south coast. Housing forms a central part of the vision of the city and stands to gain from its successful regeneration.
 - The LDF process is being managed well and reflects regional, sub-regional and local priorities. The Core Strategy, which is due to be adopted in January 2010, aligns with PUSH sub-regional work and maps out how the 16,300 homes required under the South East Plan will be delivered on designated sites.
 - Strong plans are in place or being formulated. High level plans (such as the Housing Strategy, the LDF and the City of Southampton Strategy) are based on robust evidence, are well integrated with wider ambitions, appropriate to meet the future needs of residents and set a clear strategic direction for the service.
 - These plans address key weaknesses in the current approach. For example:
 - The LDF is increasing the qualifying threshold to 30-40 per cent on developments of 15 homes or more and 20 per cent on those between 4-14 homes. It will also increase the present requirements for density of development. This will help the Council to further improve the delivery of affordable housing.
 - Additional guidance for developers on the delivery of family homes will be adopted in July 2009. The Supplementary Planning Document will lead to the provision of an increased number of larger new homes and provide housing solutions for larger households.
 - Significant plans are in place to further promote sustainable housing. All developments in the city are expected to achieve an equivalent rating to EcoHomes/BREEAM “very good” rating (and by 2012 an “excellent” rating) with particular emphasis on water efficiency. The draft Core Strategy also sets out a requirement that all housing must meet the Code for Sustainability level three at adoption, level four by 2012 and level six by from 2016.
 - The Council is implementing a programme of renewal and housing growth across the housing estates it owns. By 2026, it estimates that the programme will provide 4,000 new homes with 130 existing homes demolished and a split of 50 per cent market and 50 per cent affordable (70 per cent of the affordable housing will be rented).
 - There are strong performance management arrangements in place to support the housing enabling service. Regular partnership meetings, detailed quarterly reports on the progress of the development programme and clear targets for development partners help to quickly identify slippage and get performance back on track.
-

- There is an effective performance appraisal system in place. Team targets are clearly set out and understood by staff and this helps them focus on meeting the housing needs of residents.

7 We identified only one weakness.

- The improvement plan developed by the Council following the inspection does address most (but not all) of the weaknesses identified in this inspection. It does not always contain SMART targets and, where they are in place, they are not always challenging.

Do the areas inspected have capacity to improve?

8 We found that strengths considerably outweigh weaknesses in this area.

9 There are a number of strengths:

- There are powerful drivers for affordable housing in Southampton. The Council is clear that it is a priority, provides strong leadership and is prepared to take difficult decisions to generate new housing.
- The Strategic Housing Land Availability Assessment demonstrates that the South East Plan housing requirement for the city of 16,300 new homes in the period 2006 – 2026 is likely to be deliverable. It shows that the city has the potential to identify sufficient sites in future Development Plan Documents to deliver a 5 year, 10 year and 15 year supply of homes.
- Resources are in place to support continued high levels of performance in enabling new housing. The strategy and enabling team is well resourced and well regarded by partners. Effective joint working with partners and PUSH also increases capacity in this area.
- A successful track record in leveraging in external funding (and a high Housing & Planning Delivery Grant award based on strong performance) provides a solid foundation for future capacity.
- Management and staff capacity is strong. Developers and housing associations recognise that the Council has a good understanding of the housing market and value its approach to partnership working. They believe it has skilled staff and the right policies in place to support delivery.
- Some new posts are being established that will increase capacity and help the Council address some of its key challenges. This includes proposals to establish a post to focus on the creation of new gypsy and traveller pitches and a new senior post for economic development and regeneration.
- The Council is taking steps to ensure that public and private investment secures the greatest benefit to the city. By bringing together its regeneration and economic development functions the Council will be better placed to develop holistic approaches to promote sustainable communities.

10 We did not identify any weaknesses.

Appendix 1 - Positive practice

‘The Commission will identify and promote good practice. Every inspection will look for examples of good practice and innovation, and for creative ways to overcome barriers and resistance to change or make better use of resources’. (Seeing is Believing)

Guidance for Developers

A duty service enables people to obtain advice on planning matters immediately during working hours. Larger scale planning applications have been addressed through each professional arm of the Council meeting together with the developer to enable planning, housing, transport and other issues to be resolved at an early stage and without the need for multiple meetings. The Council offers a free pre-application service where initial consultation takes place and may involve a site visit. In appropriate circumstances, a formal pre-application response is provided. There is clear written guidance available to developers to help them understand the Council’s policies and requirements. Comprehensive guidance is also available on line. The Residential Design Guide (SPD) 2006 provides comprehensive information and detailed design guidance to encourage best practice and a sustainable use of resources. There is an interactive section of the Local Plan on the website which helps developers identify the high level constraints. The approach taken by the City Development Team and proposals for the Estate Regeneration project is taking a slightly more proactive approach whereby the developer is identified and provided with assistance to understand the Council’s requirements.

11

Sub regional working.

The Partnership for Urban South Hampshire (PUSH) has come together to address the economic and regeneration issues facing the urban South Hampshire Sub Region. PUSH is committed to improving efficiency and delivery through joint working, and this is being led by the Housing Theme Group. It has developed a Sub-Regional Housing Strategy (‘Homes for Growth’) which recognises the links that need to be made between housing and economic development and adds value to the regional priorities by emphasising sustainability and inclusion. A Star Chamber process has been established to ensure that bids to PUSH are in line with its strategic objectives.

High Quality Design

There are a number of initiatives in place to ensure that design is of high quality. These include:

- In 2008, the Council organised a competition (utilising external funding of £1m) with developing housing associations for family housing and set some minimum criteria.

The 'winner' provided 11 units each with their own amenity space and the majority 3xbed. This has provided an exemplar scheme for future developments to consider.

- Better design is discussed at the housing association developer liaison meetings where RSLs talk through their submissions.
 - There is a City Design Team that works with developers (a free service) to help generate quality design (the development control team also provide support).
 - An architects panel meets every two months where officers present the schemes and the panel provide comments on what improvements could be made.
 - There is also a meeting every 6 weeks with the Council's major projects manager (and there is a similar thing running with the City Development Team at a corporate level involving monthly meetings with senior members).
 - Developers and architects are invited in to look at successful schemes).
 - Planning committee councillors have undertaken training which has included utilising the Centre for Architecture.
 - All developments in the city are expected to achieve an equivalent rating to EcoHomes/BREEAM "very good" rating (and by 2012 an "excellent" rating) with particular emphasis on water efficiency.
-

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FOLLOW UP FROM SHORT NOTICE INSPECTION ON ENABLING NEW HOUSING - ACTION PLAN

Introduction

The purpose of this action plan is to improve the provision of the council's approach to enabling the provision of new housing and related aspects of its strategic approach to housing delivery. It focuses on three areas:

- Improving the customer focus of the service
- Improving the approach to meeting needs of gypsies and travellers
- Improving the approach to value for money

The aim is to implement these improvements by the end of December 2009.

The Strategic Approach to Housing (which includes Customer Care and User Focus, Diversity and Value for Money) KLOE has been used as the framework for the plan.

This action plan seeks to address the recommendations made in the report from the Audit Commission following their Short Notice Inspection of June 2009.

Consultation

Internal consultation between the planning and housing departments has taken place in developing this action plan. In addition the plan has been discussed and informed by consultation with developers and Housing Association partners i.e. Southampton Affordable Housing Partnership Development July meeting and Southampton Housing Association/Developers meeting in August 2009. It has also been discussed at a meeting between the Chief Executive of Southampton City Council and the Chief Executives of the Council's partner Housing Associations in July 2009. Cabinet Members for Housing and Local Services and Planning and Sustainability have approved the plan.

Management and Monitoring of this Action Plan

This plan is owned by the Head of Housing Solutions with the involvement of the Head of Planning and Sustainability working alongside the Housing Development Manager, Planning Policy Manager and Programme Manager for Environment.

The Strategic Approach to Housing KLOE will be updated when the consultation is complete (end of September 2009) and following publication of the final guidance. This action plan will be reviewed against the updated KLOE standards on a quarterly (minimum) basis.

Version Control

Version 1: 6 July 2009 DRAFT

Version 2: 22 July 2009 DRAFT

Version 3: 05 August 2009 DRAFT

Version 4: 18 August 2009 DRAFT (final version)

Objective	Actions	Benefits and measures of success	Timescales and milestones	Financial and other resource implications	Responsible Officer	Risk
1 Improve the customer focus of the service	1.1 Develop and publish service standards for all aspects of the enabling service by: <ul style="list-style-type: none"> Annual survey to Housing Associations and Developers On-going survey to residents of new affordable homes 	Service standards published. <u>Surveys to HAs and Developers</u> 7% increase in satisfaction over 3 years: <ul style="list-style-type: none"> 2% years 1 and 2 3% year 3 Baseline data: 73% developer/ HAs agree the council takes a flexible approach to working with developers; 64% agree different parts of the council work well together to tackle housing need; 73% believe the council works well in partnership with others <u>Surveys to residents of new affordable homes</u>	By end of December 2009 75% 2010/11 77% 2011/12 80% 2012/13 66% 2010/11 68% 2011/12 71% 2012/13 75% 2010/11 77% 2011/12 80% 2012/13	Within existing budgets	Sherree Stanley, Housing Development Manager	Annual survey to Housing Associations and Developers: Impact of credit crunch affects ability of developers to participate in survey On-going survey to residents of new affordable homes: Residents may not complete the questionnaire in meaningful numbers.

				<p>7% increase in satisfaction over 3 years:</p> <ul style="list-style-type: none"> • 2% years 1 and 2 • 3% year 3 <p>Baseline data:</p> <p>53% of residents are either very satisfied or satisfied with the quality and layout of space around their home.</p>	<p>55% 2010/11</p> <p>57% 2011/12</p> <p>60% 2012/13</p> <p>All targets to be regularly reviewed.</p>	<p>Agents panel established by end of December 2009</p> <p>Action Plan developed end March 2010</p> <p>Sample survey of planning service users in Q2 of 2010</p>	<p>Within existing budgets</p> <p>£10,000 subject to the availability of finance</p>	<p>David Rothery, Development Control Manager</p> <p>Mike Easton, Business Support Manager</p>	<p>Budget constraints</p>
				<p>Establishment of Agents Panel to establish dialogue between service users and managers. Action Plan developed to resolve issues raised.</p> <p>Reinstate regular survey for users of the Development Control service to monitor customer satisfaction.</p>					
				<p>Introduce and respond to customer satisfaction surveys for all customers who have used the development control service.</p>					
				<p>1.2</p>					

	1.3	<p>Residential Design Guide aspirational standards effectively monitor the extent to which these are being delivered and take appropriate follow-up action to promote compliance.</p>	<p>a) Develop and incorporate selected key performance indicators for design and sustainability standards into the service's Annual Monitoring Report:</p> <ul style="list-style-type: none"> • Code for Sustainable Homes Levels 1 -6 • Life time homes • Homes accessible to disabled standards <p>Baseline data with percentage improvements by end 2009 and improving targets agreed for subsequent years</p> <p>b) Annual Dissemination of Council's design and sustainability policies to Housing Associations and Developers at future Forum</p>	<p>KPIs baseline data established and reported end of December 2009</p>	<p>Within existing budgets</p>	<p>Helen Pearce, Planning Policy Manager</p>	<p>Impact of credit crunch – application of these policies is subject to scheme viability</p>
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					with GOSE).				
			Technical work will continue in 2010 leading to the Sites and Policies Plan <i>Issues and Options Consultation</i> in September 2010 (as agreed with GOSE). The Sites and Policies Plan will be published in December 2011 and submitted to the S of S in March 2012 (as agreed with GOSE).						
3	Improve the approach to value for money	3.1	Develop a strategic approach to facilitating housing development during the economic recession	Publication of a strategy to facilitate housing development during the recession in developed in consultation with Housing Associations and Developers. (Work to be cross referenced against 1.3 of draft strategic approach to housing KLOE (July 2009))	By end of December 2009	Within Budgets	Barbara Compton, Head of Housing Solutions	Document is not used	HCA continue
		3.2	Develop a better	Collation of data of	By end of	Within Budgets	Sherree		

			understanding of the reasons for variations in the grants required by different housing associations for the same types of development and continuing to take action to narrow the gap as appropriate	grants costs by Housing Associations on a quarterly basis and reported as part of quarterly monitoring. Discussion with Housing Association on costs as part of their quarterly monitoring	December 2009		Stanley, Housing Development Manager	to fund high cost schemes
	3.3	Benchmarking the cost and quality of the enabling service to provide a better understanding of how costs compare and drive efficiencies.	PUSH working group to carry out benchmarking exercise. Measure: Baseline data established, comparators identified. Benefits: Efficiencies identified. Learn from other Local Authorities – Understand comparative costs with aim to reduce costs in line with HCA efficiency targets.	By end of December 2009	Within Budgets		Sherree Stanley, Housing Development Manager	Co-operation of other local authorities

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