

Public Document Pack

Overview and Scrutiny Management Committee

Thursday, 10th July, 2014
at 5.30 pm

Council Chamber - Civic Centre

This meeting is open to the public

Members

Councillor Moulton (Chair)
Councillor Fitzhenry
Councillor Hannides (Vice-Chair)
Councillor Morrell
Councillor Stevens
Councillor Thorpe
Councillor Dr Paffey
Councillor Baillie
Councillor Coombs
Councillor Denness

Appointed Members

Mrs U Topp, (Roman Catholic Church)
R Wharton, The Church of England (Dioceses of
Winchester & Portsmouth)

Vacancies

- Primary Parent Governors Representative;
and
- Parent Governor Representative

Contacts

Sharon Pearson
Democratic Support Officer
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Suki Sitaram
Assistant Chief Executive
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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 Priorities:

- **Economic:** Promoting Southampton and attracting investment; raising ambitions and improving outcomes for children and young people.
- **Social:** Improving health and keeping people safe; helping individuals and communities to work together and help themselves.

- **Environmental:** Encouraging new house building and improving existing homes; making the city more attractive and sustainable.
- **One Council:** Developing an engaged, skilled and motivated workforce; implementing better ways of working to manage reduced budgets and increased demand.

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 disabled people. Please contact the Democratic Support Officer who will help to make any necessary arrangements.

Dates of Meetings: Municipal Year 2014/15

2014	2015
12 June	15 January
10 July	12 February
14 August	12 March
11 September	16 April
16 October	
13 November	
11 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.

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.

DISCLOSURE OF INTERESTS

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

DISCLOSABLE PECUNIARY INTERESTS

A Member must regard himself or herself as having a Disclosable Pecuniary Interest in any matter that they or their spouse, partner, a person they are living with as husband or wife, or a person with whom they are living as if they were a civil partner in relation to:

- (i) Any employment, office, trade, profession or vocation carried on for profit or gain.
- (ii) Sponsorship:

Any payment or provision of any other financial benefit (other than from Southampton City Council) made or provided within the relevant period in respect of any expense incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

(iii) Any contract which is made between you / your spouse etc (or a body in which the you / your spouse etc has a beneficial interest) and Southampton City Council under which goods or services are to be provided or works are to be executed, and which has not been fully discharged.

(iv) Any beneficial interest in land which is within the area of Southampton.

(v) Any license (held alone or jointly with others) to occupy land in the area of Southampton for a month or longer.

(vi) Any tenancy where (to your knowledge) the landlord is Southampton City Council and the tenant is a body in which you / your spouse etc has a beneficial interests.

(vii) Any beneficial interest in securities of a body where that body (to your knowledge) has a place of business or land in the area of Southampton, and either:

- a) the total nominal value for the securities exceeds £25,000 or one hundredth of the total issued share capital of that body, or
- b) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you / your spouse etc has a beneficial interest that exceeds one hundredth of the total issued share capital of that class.

Other Interests

A Member must regard himself or herself as having an, 'Other Interest' in any membership of, or occupation of a position of general control or management in:

Any body to which they have been appointed or nominated by Southampton City Council

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

Any body whose principal purpose includes the influence of public opinion or policy

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 PECUNIARY INTERESTS

In accordance with the Localism Act 2011, and the Council's Code of Conduct, Members to disclose any personal or pecuniary 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 Democratic Support Officer.

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 meeting held on 12th June 2014 and to deal with any matters arising, attached.

7 FORWARD PLAN

Report of the Assistant Chief Executive, detailing items requested for discussion from the current Forward Plan, attached.

a) Southampton City Strategy 2014-2025

Briefing paper detailing the issues relating to the forthcoming Cabinet decision "Southampton City Strategy 2014-2025", attached.

b) Council Strategy 2014-2017

Briefing paper detailing the issues relating to the forthcoming Cabinet decision "Council Strategy 2014-2017", attached.

c) Implementing the Council Strategy 2014-2017 - Next Phase of the Transformation Programme

Briefing paper detailing the issues relating to the forthcoming Cabinet decision "Implementing the Council Strategy 2014-2017 – Next Phase of the Transformation Programme", attached.

d) Consultation on Proposed Changes to the General Fund Revenue Budget

Briefing paper detailing the issues relating to the forthcoming Cabinet decision "Consultation on Proposed Changes to the General Fund Revenue Budget", attached.

8 AIR QUALITY SCRUTINY INQUIRY - TERMS OF REFERENCE

Report of the Assistant Chief Executive, seeking approval of the draft terms of reference and inquiry plan for a scrutiny inquiry examining air quality in Southampton, attached.

9 MONITORING SCRUTINY RECOMMENDATIONS TO THE EXECUTIVE

Report of the Assistant Chief Executive, detailing the actions of the Executive and monitoring progress of the recommendations of the Committee, attached.

WEDNESDAY, 2 JULY 2014

HEAD OF LEGAL AND DEMOCRATIC
SERVICES

Agenda Item 6

SOUTHAMPTON CITY COUNCIL
OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE
MINUTES OF THE MEETING HELD ON 12 JUNE 2014

Present: Councillors Moulton (Chair), Baillie, Fitzhenry, Hannides, Morrell, Coombs, Denness, Dr Paffey, Stevens and McEwing

Also in Attendance: Leader of the Council – Councillor Letts
Cabinet Member for Communities – Councillor Kaur

1. **APOLOGIES AND CHANGES IN PANEL MEMBERSHIP (IF ANY)**

The Committee noted the apologies of Mr Wharton and Mrs Topp. The Committee also noted that following receipt of the temporary resignation of Councillor Thorpe from the Overview and Scrutiny Management Committee, the Head of Legal and Democratic Services, acting under delegated powers, had appointed Councillor McEwing to replace him for the purposes of this meeting.

2. **ELECTION OF VICE-CHAIR**

RESOLVED that Councillor Hannides be elected as Vice-Chair for the 2014/2015 municipal year.

3. **MINUTES OF THE PREVIOUS MEETING (INCLUDING MATTERS ARISING)**

RESOLVED that the minutes of the Committee Meeting on 10th April 2014 be approved and signed as a correct record.

4. **FORWARD PLAN**

The Committee considered the report of the Assistant Chief Executive, detailing the item requested for discussion from the current Forward Plan.

RESOLVED

- (i) on consideration of the briefing paper relating to “Betting Shops, Pay Day Loan Premises and Fast Food Outlets”, the Committee recommended that:
 - a) when the guidance to support the proposed Article 4 on the conversion of public houses was available, that the Leader of the Council circulated it to the Overview and Scrutiny Management Committee;
 - b) the Council lobbied the Government to progress proposals that would require planning permission for a change of use for betting shops and payday loan premises; and
 - c) the Leader of the Council and the Chair of the Overview and Scrutiny Management Committee identified opportunities for the Committee to engage in the development of the Local Plan.

5. **SCRUTINY PANEL A : MAINTAINING BALANCED NEIGHBOURHOODS THROUGH PLANNING INQUIRY - FINAL REPORT**

The Committee considered the final report of the Chair of Scrutiny Panel A, providing details on the outcome of the “Maintaining Balanced Neighbourhoods through Planning Inquiry” and recommendations.

RESOLVED

- (i) that the final report of Scrutiny Panel A be approved and forwarded to the Executive for consideration and further action; and
- (ii) that authority be delegated to the Chair of the Overview and Scrutiny Management Committee to approve any minor amendments arising from considerations raised at the Committee’s meeting on 12th June 2014.

6. **LGA COMMUNITY SAFETY PEER REVIEW**

The Committee received and noted the report of the Cabinet Member for Communities, providing an overview of the findings of the Community Safety Peer Challenge Review and outlining the actions to be taken in response to the recommendations.

7. **MONITORING SCRUTINY RECOMMENDATIONS TO THE EXECUTIVE**

The Committee received and noted the report of the Assistant Chief Executive, detailing the actions of the Executive and monitoring progress of the recommendations of the Committee.

Agenda Item 7

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	FORWARD PLAN		
DATE OF DECISION:	10 th JULY 2014		
REPORT OF:	ASSISTANT CHIEF EXECUTIVE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Mark Pirnie	Tel: 023 8083 3886
	E-mail:	mark.pirnie@southampton.gov.uk	
Director	Name:	Suki Sitaram	Tel: 023 8083 2060
	E-mail:	Suki.sitaram@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

None

BRIEF 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.

RECOMMENDATION:

- (i) That the Committee discuss the Forward Plan items listed in paragraph 3 of the report to highlight any matters which Members feel should be taken into account by the Executive when reaching a decision.

REASON FOR REPORT RECOMMENDATIONS

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

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2. None.

DETAIL (Including consultation carried out)

3. The Forward Plan for the period July 2014 – October 2014 has been circulated to members of the Overview and Scrutiny Management Committee. The following issues were identified for discussion with the Decision Maker:

Portfolio	Decision	Requested By
Leader's	Southampton City Strategy 2014-2025	Cllr Moulton
Leader's	Council Strategy 2014-2017	Cllr Moulton
Education and Change	Implementing the Council Strategy 2014-2017	Cllr Moulton
Resources and Leisure	Consultation on proposed changes to the General Fund Revenue Budget	Cllr Moulton

- Briefing papers responding to the Forward Plan items identified by members of the Committee are appended to this report. Members are invited to use the papers to explore the issues with the decision maker.

RESOURCE IMPLICATIONS

Capital/Revenue

- The details for the items on the Forward Plan will be set out in the Executive decision making report issued prior to the decision being taken.

Property/Other

- The details for the items on the Forward Plan will be set out in the Executive decision making report issued prior to the decision being taken.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

- The details for the items on the Forward Plan will be set out in the Executive decision making report issued prior to the decision being taken.
- The duty to undertake overview and scrutiny is set out in Part 1A Section 9 of the Local Government Act 2000.

Other Legal Implications:

- None

POLICY FRAMEWORK IMPLICATIONS

- The details for the items on the Forward Plan will be set out in the Executive decision making report issued prior to the decision being taken.

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	None directly as a result of this report
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SUPPORTING DOCUMENTATION

Appendices

1.	Briefing Paper – Southampton City Strategy 2014-2025
2.	Briefing Paper – Council Strategy 2014-2017
3.	Briefing Paper - Implementing the Council Strategy 2014-2017
4.	Briefing Paper - Consultation on proposed changes to the General Fund Revenue Budget

Documents In Members' Rooms

1.	None
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Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	Dependent upon forward plan item
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Other Background Documents

Equality Impact Assessment and Other Background documents available for inspection at:

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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BRIEFING PAPER

SUBJECT: SOUTHAMPTON CITY STRATEGY 2014-2025
DATE: 10 JULY 2014
RECIPIENT: OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

THIS IS NOT A DECISION PAPER

SUMMARY:

At its meeting on 3rd July Southampton Connect, the partnership comprising leaders of key public, private and voluntary organisations in the city will be considering the final draft of the Southampton City Strategy 2014-2025 for consideration and approval by key partners across the city.

This draft strategy, which is to be published on 7 July and presented to Cabinet on 15 July 2014 and Council on 16 July 2014, will articulate a vision for Southampton, and will identify a number of key priorities and outcomes that the partnership will work collaboratively on over the next 11 years.

BACKGROUND and BRIEFING DETAILS:

1. Launched in 2011, Southampton Connect replaced the Southampton Partnership as the key strategic partnership for the city and agreed a city plan for 2012-2015 in July 2012.
2. Under the leadership of the Chief Executive of SVS, Connect has continued to develop closer working relationships with other city partnerships, including the recently formed Future Southampton, and has been effective at bringing organisations together to improve outcomes, particularly around the city's response to welfare reforms and promoting Southampton.
3. Reflecting changing needs and resources within the city, and the necessity to focus on addressing fewer key strategic challenges, Southampton Connect are drafting a new strategy for Southampton operating from 2014 to 2025.
4. The priorities within the draft strategy will be considered by Southampton Connect at their meeting on 3rd July. They have been developed following consultation with partners and key leaders across the city and reflect extensive feedback from city residents, Southampton's aspirations within the region, and analysis of information about the city.
5. Given the timing of the Southampton Connect meeting on 3rd July the draft Southampton City Strategy will be published and circulated to the Committee on 7th July 2014.

BRIEFING PAPER

RESOURCE/POLICY/FINANCIAL/LEGAL IMPLICATIONS:

Policy

6. Whilst the City Strategy is no longer a statutory requirement or part of the council's Policy Framework, it is a key part of the golden thread that will influence the priorities of key partners across the city. The draft Council Strategy 2014-17 sets out how we will contribute to the city vision: 'Southampton – a city of opportunity for all, where everyone counts'. Plans and strategies within the Policy Framework will also seek to address the specific priorities and themes in the City Strategy that the council and its services can contribute to.

Appendices/Supporting Information:

7. Report and appendices to be published on 7 July 2014.

**Further Information Available
From:**

Name: Caronwen Henderson

Tel: 023 8083 2524

E-mail: caronwen.henderson@southampton.gov.uk

BRIEFING PAPER

SUBJECT: COUNCIL STRATEGY 2014-2017
DATE: 10 JULY 2014
RECIPIENT: OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

THIS IS NOT A DECISION PAPER**SUMMARY:**

The Council Strategy is a key strategic document, setting out what we will do, how we will work and how we will contribute to the priorities within the emerging City Strategy. It sets out our priorities for the next three years, the outcomes we expect to achieve by 2017 and the measures we will use to monitor our progress. It will influence all other strategies and policies developed during this period, as well as spending decisions; directorates and services will also use it to plan service delivery. It is part of the council's Policy Framework and must be approved by Council.

Once agreed, it will be published on the council's website and be available to all staff, residents and stakeholders. It has been drafted as an easy to read, accessible document, which focuses on key priorities, rather the trying to describe all 'business as usual' activities.

It replaces the current Council Plan, which received positive feedback, and has been used to set the strategic direction for the council since its development. It has been refreshed in light of feedback from residents and the changing local and national context.

BACKGROUND and BRIEFING DETAILS:

1. The Council Strategy 2014 – 2017, attached as Appendix 1, references how the council will contribute to the vision and priorities within Southampton Connect's City Strategy. The Southampton City Strategy 2014-2025 is on the agenda for this meeting.
2. The previous Council Plan was published in July 2013. Achievements in the last year include the following; further details are provided in Appendix 2:
 - Agreement on the development of the Royal Pier, Centenary Quay with key partners and commenced work on phase 1 of the Station Quarter Development, as part of the City Centre Master Plan
 - Successful City Deal submission, jointly with Portsmouth City Council which is expected to lever significant funding to support local economic growth and jobs for local people
 - Improvement in the levels of educational attainment at both Key Stage 2 and Key Stage 4 (GCSE) by the city's children and young people, including those from disadvantaged backgrounds
 - Launch of a new mobile app 'Recycle for Southampton' to help residents check collection dates, set reminders and find their nearest recycling point
 - Establishment of a joint Multi Agency Safeguarding Hub (MASH) to improve the effectiveness of responses to all referrals
 - Started work on the Southampton New Arts Complex

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- Established a joint Integrated Commissioning Unit between the council and Health (the Clinical Commissioning Group) within a unified management structure
 - Established an independent Fairness Commission to consider issues of fairness and equality in Southampton
 - Delivered 300 affordable homes and brought 100 empty homes back into use
 - Conducted the first City Survey since 2010 in partnership with Southampton Connect
 - Received positive feedback on the way in which we consulted our residents on our pre budget priorities survey and subsequently on our budget proposals.
3. We face a number of challenges including financial pressures and improving our performance in a number of areas. The final performance report for 2013-14 is available on the council's website, and provides an overview of progress to date. The key areas for improving council performance in the coming year are:
- Improving educational attainment for all children and young people
 - Improving children's safeguarding services, including increasing the number of care leavers in suitable accommodation and in employment, education and training
 - Increasing direct payments and reducing delayed transfers of care
 - Increasing recycling rates and transforming waste services.
4. In developing the Council Strategy, we have also considered feedback from residents, both from the pre-budget priorities survey, and the more recent City Survey 2014. It is reassuring to note that despite the fact that in the last few years the council has had to make difficult decisions in light of financial challenges:
- Satisfaction with how the council runs things has gone up since 2010 by 7% to 59%.
 - 44% agree that the council provides value for money which is 4% higher than in 2010
 - Over 75% are satisfied with parks and open spaces, bin collections and recycling
 - Over 60% are satisfied with our play parks/areas, libraries, sports and leisure, local tips and recycling.
5. We have also given particular attention to the key feedback points:
- The highest priorities for improvement were roads and pavements and local transport and travel congestion
 - 57% of residents were satisfied with the council in keeping land clear of litter with 29% being dissatisfied
 - 88% of Southampton residents have access to the internet
 - 28% use email alerts and 27% use the website as the main source of information about the council.

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6. The Council Strategy sets out the following priorities:
 - Jobs for local people
 - Prevention and early intervention
 - Protecting vulnerable people
 - Affordable Housing
 - Services for all
 - City Pride
 - A sustainable council
7. The strategy details the outcomes we expect to achieve by 2017 and the key success measures we will use to monitor our performance. Quarterly performance reports will be published on the council's website and be available for the Overview and Scrutiny Management Committee to consider.
8. In addition to setting out our key priorities, the strategy reflects our priority to become a sustainable council in the context of our ongoing financial pressures. A separate report is on this agenda detailing the next phase of our transformation programme to enable us to achieve this priority by 2017.
9. The final version of the Council Strategy 2014 - 2017 will be published on the Council's website.

RESOURCE/POLICY/FINANCIAL/LEGAL IMPLICATIONS:

Policy

10. The Council Strategy forms part of the council's Policy Framework, as set out in Article 4 of the Council's Constitution. The Executive is, for almost all functions, responsible for implementing the policies and spending the budget in accordance with the Policy Framework and budget. Each of the proposed actions in this strategy will be subject to the council's normal decision making processes, including detailed legal and financial assessments as necessary.
11. In developing this strategy, consideration has been given to known national policy and budgetary changes which will have a significant impact on the city. Progress over the next few years will be partially dependent on the availability of funding from external sources or the identification of new income sources. As it is not possible to guarantee the outcomes in some cases, the Council Strategy is subject to in year variation. It is therefore proposed to delegate authority to the Assistant Chief Executive, following consultation with the Leader of the Council, to finalise the Council Strategy, including incorporating any changes made at the meeting and to make any in year changes and to refresh relevant sections of the strategy in 2015 and 2016 so that it aligns with any new budgetary or policy developments which will impact on the council's activities during 2014- 2017.

Appendices/Supporting Information:

12. Appendix 1 - Draft Council Strategy 2014 – 2017

BRIEFING PAPER

Appendix 2 - Council Plan 2013 - 16 – Progress highlights

Further Information Available From: **Name:** Suki Sitaram
Tel: 023 8083 2060
E-mail: suki.sitaram@southampton.gov.uk

DRAFT SOUTHAMPTON CITY COUNCIL STRATEGY 2014-17

Contributing to the City Vision “Southampton - A City of Opportunity for all, where everyone counts”

OUR PRIORITIES

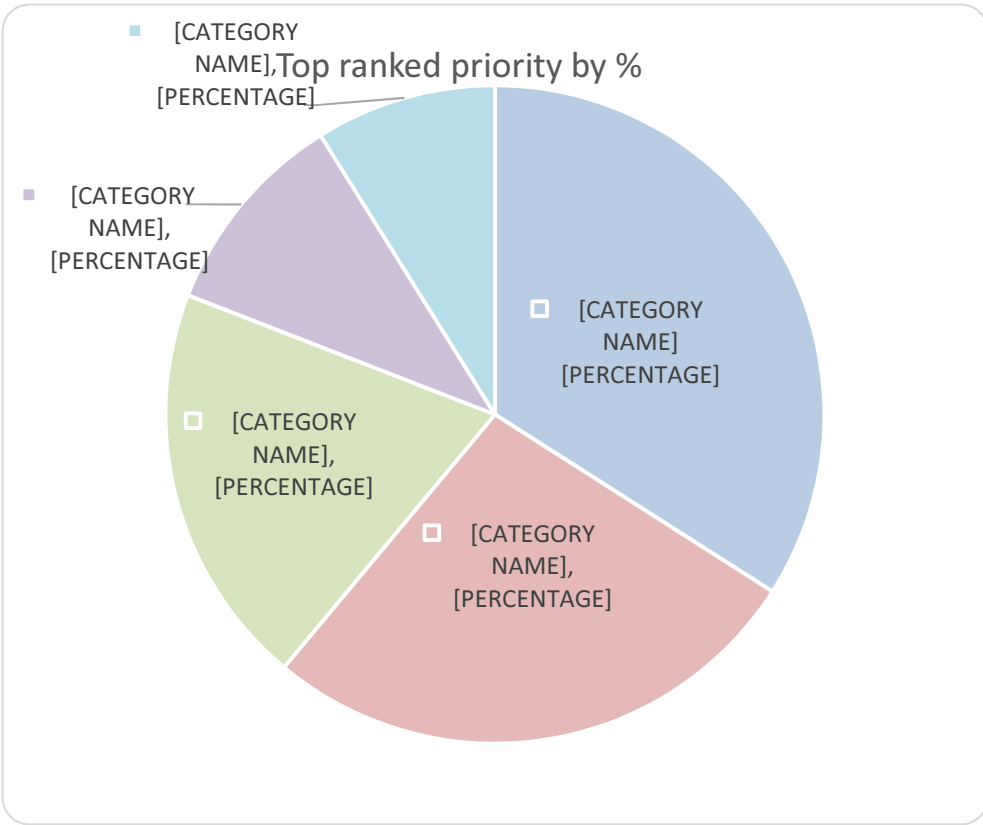
OUTCOME: BY 2017 WE WILL

1. Jobs for local people	<ul style="list-style-type: none"> • Increase investment into the city • Reduce unemployment for young people, care leavers and long term unemployed • Increase apprenticeship opportunities for young people • Improve educational attainment for all children and young people • Increase sign up to the Living Wage
2. Prevention and early intervention	<ul style="list-style-type: none"> • Encourage active and healthy lifestyles • Provide early help and support to victims of domestic violence • Work with families with complex needs to help them to “turn around” • Provide effective early help services for children in need • Enable more people to live independently in their own homes
3. Protecting vulnerable people	<ul style="list-style-type: none"> • Ensure provision for Children Looked After is based on ‘right child, right placement, right time’ only for as long as needed • Provide effective intervention for children in need of protection • Reduce youth offending • Increase in the proportion of people who use adults services who feel safe • Work with health to provide effective, seamless services to vulnerable adults
4. Affordable housing	<ul style="list-style-type: none"> • Increase the number of affordable homes • Improve the quality of council housing • Reduce the number of empty properties
5. Services for all	<ul style="list-style-type: none"> • Improve the condition of roads and pavements • Increase recycling • Improve street cleanliness • Modernise and re-provide library provision to achieve best value
6. City Pride	<ul style="list-style-type: none"> • Encourage voluntary work • Encourage participation in city life
7. A sustainable council	<ul style="list-style-type: none"> • Increase access to information and services online • Manage future demand for our services effectively • Commission and deliver services that provides value for money and meets the needs of customers

How we will work



How did we decide on these priorities?

<p>City Strategy draft Priorities:</p> <ul style="list-style-type: none"> • Economic growth with equality • Skills and employment gap • Healthier and safer communities <p>City Strategy Cross Cutting Themes:</p> <ul style="list-style-type: none"> • Improving Mental health • Building Community Capacity • Fostering city pride, passion and identity • Delivering whole place thinking <p>City Survey feedback</p> <ul style="list-style-type: none"> • Providing jobs was the 5th most important challenge for the council • 31% of residents say that improving roads and pavements is one of the top the challenges the council should address with 26% saying it is the single most important • 57% of residents were satisfied with the council in keeping land clear of litter, with 29% being dissatisfied • 63% of Southampton residents feel a strong sense of belonging to their local area, compared to the national average of 78% • Currently 60% of Southampton residents say they have done no volunteering over the last 12 months • 89% of Southampton residents have access to the internet • 81% of residents exercise at least once a week 	<p>Feedback on the pre-budget priorities survey in October 2013</p> 
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By 2017, we expect to be very different

- A smaller, sustainable council
- Different customer experience
- Commissioning services
- Mixed economy with different service delivery models
- Digitally driven
- Smarter working: Employees, Procurement, Assets
- Community ownership

Success measures

Priorities	Measures for 2017
Jobs for local people	<ul style="list-style-type: none"> • £ investment jobs created through the City Centre Master Plan • Number of jobs created for long term unemployed through City Deal • % of 16-18 year olds who are not in education employment and training • Number of apprenticeship starts • Number of long term unemployed and young people supported through City Deal • % pupils attaining level 4+ at key stage 2 • % all pupils achieving 5+ A* to C grades at GCSE including English and Maths • Number of employers signed up the Living Wage
Prevention and early intervention	<ul style="list-style-type: none"> • % of adult participation in sport and active recreation • Smoking prevalence • Mortality rate from preventable causes • % of families worked with by the Families Matter programme who have been “turned around” and in a job for more than 6 months • % of referrals to Multi Agency Safeguarding Hub (MASH) where domestic violence is a feature • Permanent admissions of older people to residential and nursing homes of 100,000 population • % of older people who were still at home 91 days after discharge from hospital into reablement / rehabilitation services • Injuries due to falls in people over 65
Protecting vulnerable people	<ul style="list-style-type: none"> • % of children subject to repeat child protection plans. • % of children leaving care for permanence • First time entrants into the criminal justice system • Re-offending rates • Increase in the proportion of people who use adults services who feel safe • Number of delayed transfers of care from hospital
Affordable housing	<ul style="list-style-type: none"> • Number of affordable homes delivered • Number of vacant homes • % of local authority housing stock that is non decent • Applications received for licensing houses in multiple occupation (HMOs) in Bevois, Bargate, Swaythling and Portswood wards • % of care leavers in suitable accommodation
Services for all	<ul style="list-style-type: none"> • % of main roads requiring maintenance • % of household waste sent for re-use, recycling and composting • Net cost of waste and recycling per household • % satisfied with the council keeping land clear of litter • Library measure to be added
City Pride	<ul style="list-style-type: none"> • % satisfied with Southampton as a place to live • % feel Southampton is a place where people from different backgrounds get on really well • % residents who take part in voluntary work • Visitors to major city events and museums and galleries
A sustainable council	<ul style="list-style-type: none"> • Agreed level of savings achieved • Number of Customer Portal registered users • Number of transactions completed online • % agreeing council offers value for money • % satisfied with how the council runs things

DRAFT

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Council Plan Progress Highlights in 2013/14 include:

We said	We did
Economic	
Promoting Southampton and attracting investment	<ul style="list-style-type: none"> • Over 900 people attended literacy and digital skills courses • Signed contracts for the development of the Royal Pier, with key partners and commenced work on phase 1 of the Station Quarter Development and Centenary Quay, as part of the City Centre Master Plan • Free access to internet is now being rolled out across a range of locations in the city • The Southampton and Portsmouth City Deal was signed with Government in November 2013, and levers significant funding to support local economic growth • 177 new supported jobs and apprenticeship starts created through section 106 Employment and Skills Plans
Raising ambitions and outcomes for young people	<ul style="list-style-type: none"> • Reduced the gap for educational attainment at key stage 2 level 4 and attainment of 5+ A* to C grades at GCSE including English and Maths between disadvantaged pupils (in receipt of free school meals and children looked after) and other pupils • Created a joint Multi Agency Safeguarding Hub (MASH) to manage all referrals , alongside early intervention teams for 0-4 year olds and 5-19 year olds • Reduced the number of 16-18 year olds who are not in employment, education or training to 5.625% • £10million Big Lottery Funding for HeadStart to improve the mental wellbeing of the city's 10-14 year olds
Social	
Improving health and keeping people safe	<ul style="list-style-type: none"> • Established a joint Integrated Commissioning Unit between the council and the Clinical Commissioning Group within a single management structure • The provision of community equipment in Southampton and Portsmouth has been commissioned jointly between the two authorities • Following submission of a joint bid with Portsmouth, the Council has been awarded £241,941 over 2 years from the Big Lottery 'Chances for Change Programme' to improve health in some of the most deprived communities in Southampton • The Families matter programme has worked with 472 families that have been turned around • The council and the CCG have submitted a first stage submission to Department of Health's Better Care Fund to enable the NHS and local authorities to jointly commission health and social care services
Helping individuals and communities to work together and help	<ul style="list-style-type: none"> • The Community Asset Transfer Strategy was approved to progress applications for community asset transfers • Established an independent Fairness Commission to consider issues of fairness and equality in Southampton • A city-wide review into impacts of Welfare Reforms was

We said	We did
themselves	<p>allocated £128,000 to fully implement the recommendations to deliver the local welfare provision offering support and guidance to vulnerable people in need</p> <ul style="list-style-type: none"> • Awarded a grant of £386,000 to West Itchen Community Trust for the refurbishment of the Acorn Enterprise Centre in Empress Road • The Freemantle and Shirley Network was awarded £18,500 through a jointly funded bid to the DCLG to build on existing networks to develop community led services and increase digital capacity and skills, focussing on the High Street at its heart.
Environmental	
Encouraging new house building and improving existing homes	<ul style="list-style-type: none"> • 300 affordable homes were delivered and 100 empty homes were brought back into use • 1,342 applications were received for licensing houses in multiple applications in Bevois, Bargate, Swaythling and Portswood wards • The council has secured Energy Company Obligation (ECO) funding to install energy saving measures to council stock including PV panels. LED lighting and water pumps
Making the city more attractive and sustainable	<ul style="list-style-type: none"> • 26% of waste was recycled with the introduction of new household glass collection service in March 2014 • Reduced energy consumption in the city's street lighting • Approved funding for the Eastern Cycle Route Project • Houndwell Park play area has been refurbished and reopened • The city's 21 hectares of Central Parks have been awarded Grade II* listed status by English Heritage • Approved the Arts and Heritage Collection Development Policy for the next 3 years • Began work on the Southampton New Arts Complex
One Council	
Developing an engaged, skilled and motivated workforce	<ul style="list-style-type: none"> • 12 people were redeployed through the STEP programme • The Pay and Allowances priority project is making good progress to ensure that the council has a fair, equal and affordable pay and allowances structure and this is being presented to Cabinet and Council in July 2014 • Work on the Human Resources transformation has begun
Implementing better ways of working to manage reduced budgets and increasing demand	<ul style="list-style-type: none"> • 49,738 web based payment transactions were made • The Waste and Recycling services has launched a new mobile app called 'Recycle for Southampton' which will help residents check collection dates, set reminders and find their nearest recycling point • Launching the Multi Agency Safeguarding Hub (MASH) in March 2014, the progress on mobile working and the development of proposals for a single 'front door' for residents needing to access these • Establishing the Integrated Commissioning Unit with health which has begun to deliver savings through smarter joint commissioning of services.

We said	We did
	<ul style="list-style-type: none">• Introducing mobile working for teams in Housing Operations• Commissioning the development of a new website with significant improvements• Rolling out the new automated telephone switchboard system as part of the wider channel shift programme• Introducing a new household glass and changes to weekly rubbish and recycling collection days to provide a more efficient and cost effective service

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BRIEFING PAPER

SUBJECT: IMPLEMENTING THE COUNCIL STRATEGY – NEXT PHASE OF THE TRANSFORMATION PROGRAMME

DATE: 10 JULY 2014

RECIPIENT: OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

THIS IS NOT A DECISION PAPER**SUMMARY:**

This report which is to be published on 7 July will be presented to Cabinet on 15 July 2014. The purpose of this report is to outline the next phase of the transformation programme and to seek Cabinet approval for specific actions relating to a single approach to customers including the establishment of a single front door for customers of services in Adults, Housing and Childrens' services and a new model for business support.

BACKGROUND and BRIEFING DETAILS:

1. Southampton City Council aims to be a modern, efficient organisation focussed on and valued by its customers. The council has to make further significant savings in the next three years and given the scale of the challenge, the council has to work very differently, do different things, be willing to take more risks in a managed way. It will also require the council to continue to work with a range of partners and support communities to be more self-sufficient.
2. Since 2012 the council has prioritised the transformation in children's and adult's services. It has also been successful in delivering year on year budget reductions whilst still enabling economic growth and protecting the most vulnerable people in the city.
3. Achievements to date to provide the council with a robust foundation for achieving transformation in the next phases include:
 - Achieving significant efficiencies and savings
 - Establishing the People and Place directorates to improve service delivery from a resident and business perspective
 - Launching the Multi Agency Safeguarding Hub (MASH) in March 2014, the progress on mobile working and the development of proposals for a single 'front door' for residents needing to access these services [*The 'Front Door' refers to the first point of contact a customer has with the council which covers a number of different channels.*]
 - Establishing the Integrated Commissioning Unit with health which has begun to deliver savings through smarter joint commissioning of services.
 - Introducing mobile working for teams in Housing Operations
 - Commissioning the development of a new website with significant improvements
 - Rolling out the new automated telephone switchboard system as part of the wider channel shift programme
 - Introducing a new household glass and changes to weekly rubbish and recycling collection days to provide a more efficient and cost effective

BRIEFING PAPER

service.

4. The next phases of an ambitious transformation programme which will focus on:
 - Improving the experiences of our customers
 - Embracing a range of delivery models for service delivery
 - Using technology as a tool to innovate and become a digitally driven organisation
 - Adopting smarter working practices.
 - Supporting our communities to take action to improve their neighbourhoods and lives through a strong sense of ownership.
5. There focus will be on delivering better experiences for customers, reducing infrastructure costs and designing services with partners so that they deliver better outcomes and are more cost effective.

Resource and Policy Implications

6. The Council Strategy forms part of the council's Policy Framework, as set out in Article 4 of the Council's Constitution. The Transformation Programme will enable the council to systematically redesign every aspect of how we work and deliver services.

Appendices/Supporting Information:

1. Report and appendices will be published on 7 July 2014.

Further Information Available From: **Name:** Suki Sitaram

Tel: 023 8083 2060

E-mail: suki.sitaram@southampton.gov.uk

BRIEFING PAPER

SUBJECT: CONSULTATION ON PROPOSED CHANGES TO THE GENERAL FUND REVENUE AND CAPITAL BUDGET

DATE: 10 JULY 2014

RECIPIENT: OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

THIS IS NOT A DECISION PAPER**SUMMARY:**

The report on 'Consultation on Proposed Changes to the General Fund Revenue and Capital Budget', which is to be published on 7 July will be presented to Cabinet on 15 July 2014.

The purpose of the report is to outline proposed changes to the General Fund Revenue and Capital Budget for 2014/15 and 2015/16 onwards. Consultation will be undertaken on these savings proposals and the results will be reported alongside the Executive's final proposals which will be presented to Cabinet in September and recommended to Council on 17 September 2014.

Further proposals may be brought forward to Cabinet and Council if appropriate throughout the course of the year in order to continue to effect change at the earliest opportunity and ensure timely delivery in keeping with the principles of sound financial management.

BACKGROUND and BRIEFING DETAILS:

1. The recommendations in the report have been brought forward to enable the Executive to consult on initial budget proposals to deliver savings and investment in 2014/15 onwards.

Consultation & Communications

2. Formal consultation on the proposals will commence on the 7th July 2014 with trade unions, affected staff and any people or organisations affected by the proposals to ensure all options have been considered, and will be for a minimum of 45 days.

Resource and Policy Implications

3. The budget is in itself a major policy exercise dealing with resource allocation within the Council and is supported by the Council's Management Team (CMT), together with specific legal and financial advice.

Options

BRIEFING PAPER

4. The Executive could choose to only progress savings as part of the annual budget process through the November budget report leading to the setting of the Council Tax in February 2015. However, recognising the importance of seeking to effect change at the earliest opportunity, and to deliver savings in a timely fashion, the Executive are seeking to bring forward a range of savings proposals for early consultation. This should allow some of the proposals to be implemented in the current financial year and thus deliver in year savings which can contribute to the overall budget shortfall for 2015/16 onwards, and will also allow time to fully consult on other proposals which the Executive wish to implement from April 2015 onwards. Alternative options may be presented to Council at the meeting in September at which a decision will be taken after the end of the consultation process. Further options will also be brought forward as part of the November budget report.

Appendices/Supporting Information:

5. The report and appendices will be published on 7 July 2014 and will therefore be available for discussion at the OSMC meeting.

Further Information Available From: **Name:** Andrew Lowe
 Tel: 023 8083 4897
 E-mail: Andrew.lowe@southampton.gov.uk

Agenda Item 8

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	AIR QUALITY SCRUTINY INQUIRY - TERMS OF REFERENCE		
DATE OF DECISION:	10 th JULY 2014		
REPORT OF:	ASSISTANT CHIEF EXECUTIVE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Mark Pirnie	Tel: 023 8083 3886
	E-mail:	mark.pirnie@southampton.gov.uk	
Director	Name:	Suki Sitaram	Tel: 023 8083 2060
	E-mail:	Suki.sitaram@southampton.gov.uk	
STATEMENT OF CONFIDENTIALITY			
None			

BRIEF SUMMARY

This report requests that the Overview and Scrutiny Management Committee (OSMC) agrees the terms of reference for a scrutiny inquiry examining air quality in Southampton.

RECOMMENDATION:

- (i) That the Committee consider and approve the draft terms of reference for the scrutiny inquiry attached as Appendix 1.
- (ii) That authority is delegated to the Assistant Chief Executive, in consultation with the Chair of the Scrutiny Panel, to finalise the inquiry plan.

REASON FOR REPORT RECOMMENDATIONS

1. To enable the Scrutiny Panel to commence the scrutiny inquiry examining air quality in Southampton.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2. None.

DETAIL (Including consultation carried out)

3. It is the role of the OSMC to determine the scrutiny review programme. For 2014/15 the Scrutiny Panel are scheduled to undertake two inquiries.
4. Following the recent publication of a report from the World Health Organisation, and to enable the inquiry programme to commence as soon as possible, the Chair of the OSMC recommended improving air quality as an appropriate subject for the first scrutiny review of 2014/15.
5. Attached as Appendix 1 are the draft terms of reference for the inquiry, developed in consultation with the Chair of the Committee and officers from the Place Directorate and Public Health. Members are invited to comment on the document and suggest amendments.

6. The inquiry plan will be subject to the availability of consultees and needs to be flexible to enable the inquiry to respond to developments. It is therefore recommended that authority is delegated to the Assistant Chief Executive, in consultation with the Chair of the Scrutiny Panel, to finalise the inquiry plan.
7. The final report and recommendations of the Scrutiny Panel will be considered by the OSMC prior to Cabinet to ensure that the review has met the agreed outline terms of reference set by this Committee.

RESOURCE IMPLICATIONS

Capital/Revenue

8. There are no additional financial implications arising from the approval of the recommendations.

Property/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 Part 1A Section 9 of the Local Government Act 2000.

Other Legal Implications:

11. None

POLICY FRAMEWORK IMPLICATIONS

12. None.

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	None directly as a result of this report
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SUPPORTING DOCUMENTATION

Appendices

1.	Air Quality Scrutiny Inquiry – Draft Terms of Reference
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Documents in Members' Rooms

1.	None
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Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	Dependent upon forward plan item
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Other Background Documents

Equality Impact Assessment and Other Background documents available for inspection at:

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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1.	None	
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1. Scrutiny Panel membership:

Panel membership TBC

2. Purpose:

To develop understanding of the issue of air quality in Southampton and to identify what additional steps can be taken, if necessary, to improve it.

3. Background:

- In May 2014 the World Health Organisation (WHO) released a report, which named Southampton as one of the worst cities in the UK to be breaching air pollution safety guidelines (specifically for PM 10 – particulate matter).
- The main cause of air pollution in the UK is emissions from motor vehicles. In Southampton additional sources of air pollution include industrial emissions, shipping emissions as well as airflow from the continent.
- Local authorities have an important part to play in helping to improve air quality. This includes coordinating local assessment and action; taking air quality into account when undertaking transport functions, ensuring the planning system is deployed to limit deterioration of air quality (or exposure) and where possible to improve air quality and promote the public health benefits of good air quality.
- Provisions in the Localism Act allow the Government to pass down fines from the EU to a local level. Defra has indicated that it intends to do this if Air Pollution targets are not met. In addition Public Health England (PHE) is now urging local authorities to do more to protect people from harmful air pollution.

4. Objectives:

- a. To increase understanding of air quality issues within Southampton
- b. To examine the causes and impacts of air pollution
- c. To understand the actions being taken to reduce air pollution in Southampton
- d. Learning from best practice, to identify ways of improving air quality in the city now and for future generations.

5. Methodology:

- a. Undertake desktop research
- b. Seek stakeholder views, including through use of social media
- c. Identify best practice

6. Proposed Timetable:

Six meetings July/August 2014 – December 2014/January 2015

7. Inquiry Plan (subject to the availability of speakers)

Meeting 1: Date TBC

- Introduction, context and background – Overview of air quality in Southampton and national comparison.

To be invited:

- Lead Cabinet Member
- Independent expert
- Environmental Health

Meeting 2: Date TBC

- To examine the impact of poor air quality.
 - Public Health
 - Residents perspective

To be invited:

- Public Health
- Residents Groups, including Western Docks Consultative Forum

Meetings 3 & 4: Dates TBC

- To identify the causes of air pollution in Southampton, the areas worst affected, and the actions that are being taken, or are planned to address air quality in Southampton.

To be invited:

- Transport for South Hampshire (TfSH)
- ABP
- DP World
- Bus Companies
- Meechers Global Logistics (Sustainable Distribution Centre)
- Council Officers from Transport, Environmental Health, Sustainability, Planning, Licensing

Meeting 5: Date TBC

- To identify best practice

To be invited:

- Defra
- SusTrans
- Other local authorities

Meeting 6: Date TBC

- To approve the final report of the inquiry and recommendations

Agenda Item 9

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	MONITORING SCRUTINY RECOMMENDATIONS TO THE EXECUTIVE		
DATE OF DECISION:	10 TH JULY 2014		
REPORT OF:	ASSISTANT CHIEF EXECUTIVE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Mark Pirnie	Tel: 023 8083 3886
	E-mail:	mark.pirnie@southampton.gov.uk	
Director	Name:	Suki Sitaram	Tel: 023 8083 2060
	E-mail:	Suki.sitaram@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY
None

BRIEF SUMMARY

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

RECOMMENDATION:

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

REASON FOR REPORT RECOMMENDATIONS

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

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2. None.

DETAIL (Including consultation carried out)

3. 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.
4. 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.

RESOURCE IMPLICATIONS

Capital/Revenue

5. None.

Property/Other

6. None.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

7. The duty to undertake overview and scrutiny is set out in Part 1A Section 9 of the Local Government Act 2000.

Other Legal Implications:

8. None

POLICY FRAMEWORK IMPLICATIONS

9. None.

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	None directly as a result of this report
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SUPPORTING DOCUMENTATION

Appendices

1.	Monitoring Scrutiny Recommendations –10 th July 2014
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Documents In Members' Rooms

1.	None
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Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	No
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Other Background Documents

Equality Impact Assessment and Other Background documents available for inspection at:

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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Overview and Scrutiny Management Committee: Holding the Executive to Account

Scrutiny Monitoring – 10th July 2014

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
12/06/14	Leader's	Betting Shops, Payday Loan Premises, Fast Food Outlets and Public Houses	1) That, when it is available, the Leader circulates to the OSMC the guidance being developed to support the proposed Article 4 on the conversion of public houses.	Response to be circulated to OSMC prior to 10 th July meeting.	
			2) That the Council presses the Government to progress proposals that would require planning permission for a change of use to a betting shop or payday loan premises.	Response to be circulated to OSMC prior to 10 th July meeting.	
			3) That the Leader and the Chair of the OSMC identify opportunities for the Committee to engage in the development of the Local Plan.	Response to be circulated to OSMC prior to 10 th July meeting.	
10/04/14	Health & Adult Social Care	Adult and Young Person Carer Contract	1) To enable scrutiny to engage in the process of informing service specifications, information is circulated to the OSMC and HOSP on services being commissioned by the Integrated Commissioning Unit (ICU) over the next 12-18 months.	The Integrated Commissioning Unit has a programme of work for 14/15. In addition a list of all potential procurements has been collated in conjunction with CAPITA colleagues. These will be shared with the OSMC and HOSP chairs to identify areas that they may wish to include for discussion at an early stage in the development. In addition invitations could be sent to HOSP and OSMC for involvement in stakeholder events around particular service reviews.	
			2) That, following the discussion at HOSP on market development within the ICU, a briefing paper is circulated to OSMC for information.	The market development briefing paper is being developed and will be circulated to OSMC at a future date. The post holder for the newly created Market Development lead	

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
				role within the Integrated Commissioning unit commences in early July.	