

<b>DECISION-MAKER:</b>	SCRUTINY INQUIRY PANEL		
<b>SUBJECT:</b>	INQUIRY TERMS OF REFERENCE		
<b>DATE OF DECISION:</b>	24 <sup>TH</sup> SEPTEMBER 2015		
<b>REPORT OF:</b>	HEAD OF LEGAL AND DEMOCRATIC SERVICES		
<b><u>CONTACT DETAILS</u></b>			
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<b>STATEMENT OF CONFIDENTIALITY</b>
None

### **BRIEF SUMMARY**

On 13<sup>th</sup> August 2015 the Overview and Scrutiny Management Committee (OSMC) agreed the terms of reference for a scrutiny inquiry examining how Southampton can become a dementia friendly city.

The outline project plan for the inquiry identifies themes for each meeting and potential consultees. This report invites the Panel to note the terms of reference and to amend and approve a final version of the outline inquiry project plan.

### **RECOMMENDATION:**

- (i) That the terms of reference set out in Appendix 1 be noted.
- (ii) That the Panel discuss, amend and approve a final version of the attached outline inquiry project plan allowing for sufficient flexibility and the availability of suitable witnesses.

### **REASON FOR REPORT RECOMMENDATIONS**

1. To enable the Scrutiny Panel to commence the evidence gathering process.

### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

2. There are numerous options that could be included within the attached draft terms of reference. The version attached reflects the feedback from both the OSMC and members of the Scrutiny Inquiry Panel.

### **DETAIL (Including consultation carried out)**

3. The OSMC agreed the outline terms of reference for a scrutiny review examining how Southampton can become a dementia friendly city on 13<sup>th</sup> August 2015.
4. Panel members are invited to note the terms of reference and to amend and approve a final version of the attached outline inquiry project plan. The approved plan will then provide the structure to the subsequent meetings of this review, allowing for flexibility and the availability of suitable witnesses.

5. The outline inquiry project plan identifies that the review will be conducted over 7 meetings of the Scrutiny Panel. It is envisaged that each of the inquiry meetings will last for approximately two hours.

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

6. Resources to support the scrutiny review will come from existing budgets.

### **Property/Other**

7. N/A.

## **LEGAL IMPLICATIONS**

### **Statutory power to undertake proposals in the report:**

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

### **Other Legal Implications:**

9. None

## **POLICY FRAMEWORK IMPLICATIONS**

10. The outcome of the scrutiny review may contribute to the following priorities within the Council Plan:
- Protecting vulnerable people
  - Prevention and early intervention
  - City Pride

**KEY DECISION?** No

<b>WARDS/COMMUNITIES AFFECTED:</b>	None directly as a result of this report
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## **SUPPORTING DOCUMENTATION**

### **Appendices**

1.	Terms of Reference and Inquiry Plan
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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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