

Public Document Pack

Overview and Scrutiny Management Committee

Thursday, 10th August, 2017
at 5.30 pm

PLEASE NOTE TIME OF MEETING

Council Chamber - Civic Centre

This meeting is open to the public

Members

Councillor Fitzhenry (Chair)
Councillor Moulton (Vice-Chair)
Councillor Fuller
Councillor Furnell
Councillor Hannides
Councillor Morrell
Councillor Whitbread
Councillor Murphy
Councillor T Thomas
Councillor Coombs

Appointed Members

Catherine Hobbs, Roman Catholic Church
Revd. J Williams, The Church of England
(Portsmouth and Winchester Dioceses)
Vacancies

- Primary Parent Governor Representative;
and
- Secondary Parent Governor Representative

Contacts

Judy Cordell
Senior Democratic Support Officer
Tel. 023 8083 2766
Email: judy.cordell@southampton.gov.uk

Mark Pirnie
Scrutiny Manager
Tel: 023 8083 3886
Email: mark.pirnie@southampton.gov.uk

PUBLIC INFORMATION

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.

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.

Use of Social Media:- The Council supports the video or audio recording of meetings open to the public, for either live or subsequent broadcast. However, if, in the Chair's opinion, a person filming or recording a meeting or taking photographs is interrupting proceedings or causing a disturbance, under the Council's Standing Orders the person can be ordered to stop their activity, or to leave the meeting. By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and or/training purposes. The meeting may be recorded by the press or members of the public.

Any person or organisation filming, recording or broadcasting any meeting of the Council is responsible for any claims or other liability resulting from them doing so.

Details of the Council's Guidance on the recording of meetings is available on the Council's website.

The Southampton City Council Strategy (2016-2020) is a key document and sets out the four key outcomes that make up our vision.

- Southampton has strong and sustainable economic growth
- Children and young people get a good start in life
- People in Southampton live safe, healthy, independent lives
- Southampton is an attractive modern City, where people are proud to live and work

Procedure / Public Representations

At the discretion of the Chair, members of the public may address the meeting on any report included on the agenda in which they have a relevant interest. Any member of the public wishing to address the meeting should advise the Democratic Support Officer (DSO) whose contact details are on the front sheet of the agenda.

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

Mobile Telephones:- Please switch your mobile telephones to silent 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 is available for disabled people. Please contact the Democratic Support Officer who will help to make any necessary arrangements.

Dates of Meetings: Municipal Year 2017/18

2017	2018
15 June	11 January
13 July	15 February
10 August	15 March
14 September	12 April
12 October	
9 November	
14 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 of 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

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)

(Pages 1 - 4)

To approve and sign as a correct record the Minutes of the meetings held on 13th July 2017 and to deal with any matters arising, attached.

7 TOWER BLOCK SAFETY (Pages 5 - 10)

Report of the Cabinet Member for Housing and Adult Care providing the Committee with an update on the steps being taken to provide assurance that the Council's 20 residential high-rise buildings are safe, following the tragic events at Grenfell Tower in London on 14 June 2017, attached.

8 FORWARD PLAN - LOCAL AUTHORITY TRADING COMPANY FOR SOME LOCAL SERVICES (Pages 11 - 14)

Report of the Service Director, Legal and Governance enabling 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, attached.

9 REDUCING DRUG RELATED LITTER - SCRUTINY INQUIRY TERMS OF REFERENCE (Pages 15 - 20)

Report of the Service Director - Legal and Governance requesting that the Committee agrees the terms of reference for a scrutiny inquiry examining how incidence of drug related litter in Southampton can be reduced, attached.

10 MONITORING SCRUTINY RECOMMENDATIONS TO THE EXECUTIVE (Pages 21 - 26)

Report of the Service Director, Legal and Governance enabling the Overview and Scrutiny Management Committee to monitor and track progress on recommendations made to the Executive at previous meetings, attached.

Wednesday, 2 August 2017

Service Director, Legal and Governance

SOUTHAMPTON CITY COUNCIL
OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE
MINUTES OF THE MEETING HELD ON 13 JULY 2017

- Present: Councillors Moulton, Fuller (except item 13c), Furnell, Hannides (except item 14), Whitbread (except item 13c), Murphy and T Thomas (except item 14)
- Apologies: Councillors Fitzhenry and Morrell
- Also in attendance: Councillor Rayment, Cabinet Member for Environment and Transport

COUNCILLOR MOULTON IN THE CHAIR

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

The apologies of Councillor Fitzhenry and Morrell were noted.

11. **ELECTION OF VICE-CHAIR**

RESOLVED that Councillor Moulton be elected Vice-Chair for the remaining 2017-2018 Municipal Year.

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

RESOLVED that the minutes for the meeting held on 15th June, 2017 be approved and signed as a correct record.

Matters Arising – item 7 Transformation Programme Update

Letter from the Service Director, HR & OD dated 5th July, 2017 was circulated to the Committee providing statements made to the Committee at the 15th June, 2017 meeting relating to redundancies.

13. **FORWARD PLAN**

The Committee considered the report of the Service Director, Legal and Governance detailing the following items for discussion from the current Forward Plan:

- a) Transport for the South East
- b) Highways Contract Renegotiation
- c) Adoption of the SCC Transport Asset Management Plan

(a) Transport for the South East

The Cabinet Member for Environment and Transport was present and with the consent of the Chair addressed the meeting.

The Committee discussed with the Cabinet Member the potential benefits of joining the proposed sub national Transport Body for the South East which it was hoped would improve the regions infrastructure deficit.

The Committee noted the contribution made in order that Southampton was part of the regional discussions and agreed that in the event that further financial contributions were made they were informed by the Cabinet Member.

RESOLVED that information on TfSE membership was presented at a meeting of the Committee in 2018 outlining progress made and the effectiveness of the partnership.

(b) Highways Contract Renegotiation

The Cabinet Member for Environment and Transport was present and with the consent of the Chair addressed the meeting.

The Committee discussed with the Cabinet Member the potential savings being proposed from the contract renegotiation process, how these savings are being realised and how continued improvements in the contracts were being implemented.

RESOLVED:

- (i) That the Committee were provided with an overview of performance by Balfour Beatty Living Places Ltd. (BBLP) against the contracts Key Performance Indicators (KPIs); and
- (ii) That the proposed KPIs for the BBLP contracts were circulated to the Committee.

(c) Adoption of the SCC Transport Asset Management Plan

The Cabinet Member for Environment and Transport was present and with the consent of the Chair addressed the meeting.

The Committee discussed with the Cabinet Member the allocation of resources for the management, operation, preservation and enhancement of the highway infrastructure to meet the needs of residents, business and the travelling public.

14. **CLEAN AIR STRATEGY AND WESTERN GREEN WAY: PROGRESS UPDATE**

The Committee noted the report of the Service Director, Transactions and Universal Services informing the Committee of progress made in the delivery of the Clean Air Strategy.

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

The Committee received and noted the report of the Service Director, Legal and Governance detailing the actions of the Executive and monitoring progress of the recommendations of the Committee.

This page is intentionally left blank

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	TOWER BLOCK SAFETY		
DATE OF DECISION:	10 AUGUST 2017		
REPORT OF:	CABINET MEMBER FOR HOUSING AND ADULT CARE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Paul Juan	Tel: 023 8083 2530
	E-mail:	paul.juan@southampton.gov.uk	
Director	Name:	Paul Juan	Tel: 023 8083 2530
	E-mail:	paul.juan@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
NOT APPLICABLE	
BRIEF SUMMARY	
This paper provides an update on the steps being taken by the Council, with Hampshire Fire and Rescue Service and the Hampshire and Isle of Wight Local Resilience Forum, to provide assurance that the Council's 20 residential high-rise buildings are safe, following the tragic events at Grenfell Tower in London on 14 June 2017.	
RECOMMENDATIONS:	
	(i) That the Committee notes the steps being taken to provide assurance that the Council's 20 residential high-rise buildings are safe.
REASONS FOR REPORT RECOMMENDATIONS	
1.	The Chair of the Overview and Scrutiny Management Committee has requested an update on tower block safety, to include fire risk and emergency planning.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
2.	No alternative options have been considered and rejected.
DETAIL (Including consultation carried out)	
3.	The day after the Grenfell Tower disaster, an officer group was established to coordinate the Council's response (following an initial meeting of officers and the Cabinet Member on the day itself). The group initially met weekly and is now meeting fortnightly to agree and monitor delivery of an action plan. The group is chaired by the Chief Operating Officer (or Service Director, Adults Housing and Communities in his absence) and comprises relevant Service Leads and technical experts from across the council and includes the Community Safety Delivery Manager from Hampshire Fire and Rescue

	Service.
4.	The group agreed a joint inspection programme of all the council's high rise (over 18m/6 storey) accommodation with Hampshire Fire and Rescue Service, which has been completed. These visits have provided assurance that fire safety risks are being appropriately managed and a programme to address minor issues arising from the inspections will be agreed by 31 August 2017.
5.	Immediate action was taken to establish that none of the council's high-rise accommodation is clad with Aluminium Composite Material (ACM), the type implicated in the Grenfell Tower fire. The External Wall Insulation (EWI) system in the council's blocks improved through the Energy Company Obligation (ECO) schemes (Albion Towers, Shirley Towers, Sturminster House, Dumbletons Towers, Hightown Towers, Meredith Towers, Havre Towers, Rotterdam Towers, Hampton Towers, Oslo Towers and Copenhagen Towers) uses Rockwool insulation. This is described in technical guidance as having "exceptional fire performance – non-combustible". The guidance also states, "these products will not contribute to the growth of a fire including the fully developed stage". It is rated as class A1, non-combustible. The EWI system is render-based and is known as Alsecco Ecomin 300 EWI. This is rated as class A2, which is also classified as non-combustible. There is no cavity between the insulation product and render, which may have been a factor in the Grenfell Tower fire. The Council was not required to submit any of the EWI materials used in Southampton to the Building Research Establishment (BRE), as they did not meet the criteria for testing.
6.	Communications with tenants, residents, Members, stakeholders and the media have taken place in accordance with a communications plan agreed by the officer group, which includes representatives from the Communications Team, who have liaised with their counterparts at Hampshire Fire and Rescue Service accordingly. Reassurance letters were hand-delivered to tenants of high rise blocks with EWI fitted or planned, within two days of the Grenfell Tower fire and letters have also now been delivered to all other blocks. This information has been complemented by media releases and a list of frequently asked questions published on the Council's website, which has been promoted at community meetings and via the council's social media feeds. Three email updates have been provided for all Members and a special briefing was held on 4 July 2017, to which all Members were invited. Group Leaders have also been kept updated. A dedicated email address has been set up for all fire safety enquiries – fire.safety@southampton.gov.uk
7.	There has been regular liaison with the Department for Communities and Local Government (DCLG) and Local Government Association (LGA), with all requests for information being provided in accordance with tight deadlines. The DCLG has thanked the Council for its timely and comprehensive responses.
8.	A series of four community reassurance meetings have been held for tenants and residents in partnership with Hampshire Fire and Rescue Service, in Weston, Thornhill, the central area and Millbrook. The feedback received is that participants left feeling reassured after watching a short video demonstrating the non-combustible nature of Rockwool insulation, finding out

	more about the type of insulation used and the sprinkler programme, and speaking to housing and fire safety experts.
9.	On 20 June 2017, the council announced a rolling programme to install sprinkler systems in all its tower blocks. Work to install sprinkler systems at Albion Towers, Sturminster House and Shirley Towers is underway, having previously been agreed following the fire in Shirley Towers in 2010. These three blocks had already been prioritised because of their design. The next three tower blocks to have sprinkler systems installed will be Canberra Towers, Millbrook Towers and Redbridge Towers. These have been prioritised because they are the tallest and have a single staircase. The intention is to start work in these blocks later this year. The programme for the remaining blocks will be confirmed in due course. Dave Curry, Chief Fire Officer of Hampshire Fire and Rescue Service, has recommended that sprinklers be retrofitted to all tower blocks. All actions in the post inquest review action plan following the Shirley Towers fire in 2010 have been completed, apart from the installation of sprinklers.
10.	In partnership with Hampshire Fire and Rescue Service, a mobile unit was used at Albion Towers to demonstrate the operation of the sprinkler system being installed. Ward Members, the media and residents attended various demonstrations. The demonstrator unit helped to show that the system being installed is designed to activate in a highly localised way, which effectively extinguishes a fire while minimising water damage. The same demonstration also took place at Shirley Towers.
11.	The Council has a four-year contract with 3S Fire Ltd, which is the wholly-owned trading arm of Hampshire Fire and Rescue Service, to manage and monitor the fire risk assessment process for all council properties, including its high-rise residential blocks. 3S Fire subcontract Capita (Health and Safety Services) to support delivery, which means the Council can monitor compliance across its entire property portfolio and can be confident that there is a 'suitable and sufficient' full fire risk assessments in place for all its premises. All of the council's 20 high rise blocks are rated as category A (highest risk) buildings within its portfolio and all of these properties have had a full fire risk assessment. 3S Fire and Capita assessors are competent, qualified and suitably experienced to carry out fire risk assessments on buildings of all risk profile types. All Category A assessors are qualified to Qualifications and Credit Framework (QCF) level 4 or above and have extensive fire engineering experience. These assessments are all up to date and are currently being reviewed to ensure any outstanding actions are being addressed.
12.	Following the events at Grenfell Tower, the council has carried out an initial review of its evacuation advice, taking into account the findings from the fire risk assessments and advice from Hampshire Fire and Rescue Service. The advice remains unchanged – if the fire is in your flat, or a neighbour's flat, then you should evacuate, closing the flat's front door (a fire door) behind you. Otherwise, the advice is to "stay put" in your flat unless advised otherwise by the fire service. If residents did try to evacuate they would impede the Fire Service from getting to the source of the fire as quickly as possible e.g. blocking stairwells and corridors. Residents are safer in their flats due to the

	<p>compartmentalisation of the flats and the other fire safety measures in the communal areas i.e. flat front doors give 30 minutes protection with an additional 30 minutes provided by fire doors in corridors and stairwells. There have been two minor fires in the council's tower blocks since the Grenfell Tower fire and the "stay put" advice was followed, which supported a swift and effective resolution of the incidents by Hampshire Fire and Rescue Service.</p>
13.	<p>A further workshop has been arranged with 3S Fire to review the evacuation advice and all other policies relating to fire safety in the Council's high rise residential accommodation, including signage, fire alarms, drills, inspection frequency and schedules, information and advice given to new and existing tenants etc. There is nothing to suggest at this stage that current policies are not fit for purpose, but a full review is considered prudent. These policies and the council's approach in general will be kept under review, in particular, in the light of any findings arising from the Grenfell Tower Inquiry.</p>
14.	<p>In addition to the actions outlined above, the Council has a strong track record of working with Hampshire Fire and Rescue Service on a regular basis, including involvement in major projects. Examples include:</p> <ul style="list-style-type: none"> • Familiarisation visits for fire crews to flats in tower blocks, particularly the "scissor" blocks with split level flats e.g. Shirley Towers • Guidance on the prioritisation of the sprinkler installation programme • Community reassurance visits and home fire safety checks for tower block residents • Training and familiarisation visits to tower blocks, including for new firefighter recruits – connecting to dry risers / running out hoses etc. • Joint work on referral system for "vulnerable" persons who may present a fire risk e.g. hoarders • Fire safety events which have, and will, take place outside of blocks giving reassurance to residents.
15.	<p>Housing Management have looked at the advice that is given to potential new tenants when they view the property they have been allocated – there is advice included regarding the Council's stay put policy. A further review of sign up information, settling in visit information, and block signage currently taking place.</p>
16.	<p>Any remaining gas supplies (other than to communal boilers) to individual flats in tower blocks have been identified and support is being given to replace gas appliances with electric, enabling the gas supply to be disconnected.</p>
17.	<p>The Local Resilience Forum has convened regular meetings of the Strategic Coordinating Group (SCG) and Recovery Working Group (RWG), to coordinate actions across Hampshire and the Isle of Wight in response to the Grenfell Fire disaster, to support effective communication between all agencies involved and to review emergency preparedness. Using established and well-rehearsed procedures, an emergency rest centre was put on standby to support the evacuation of residents of a housing association property in Southampton, which had been identified as having cladding containing Aluminium Composite Material. An evacuation was deemed to be</p>

	unnecessary following a joint inspection by council officers and Hampshire Fire and Rescue Service in accordance with guidance issued by the Department of Communities and Local Government and the rest centre was stood down. A record of the Common Operating Picture (COP) and associated emergency planning actions is maintained on the Resilience Direct system, which is accessed and updated by council officers and other relevant agencies.
--	--

RESOURCE IMPLICATIONS

Capital/Revenue

18.	Funding for installation of sprinklers in three properties – Albion Towers, Shirley Towers and Sturminster House – has been approved as part of this year’s Housing Capital Programme. The Tenants Resources Group has been consulted on revisions to the Housing Capital Programme to allow for installation of sprinkler systems in the next three properties – Canberra Towers, Millbrook Towers and Redbridge Towers – and this will be considered by the Council Capital Board in due course. The programme for installing sprinklers in the remaining blocks is currently being scoped and fully costed.
-----	--

Property/Other

19.	There are no further implications in addition to those detailed in the body of the report.
-----	--

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

20.	Not applicable.
-----	-----------------

Other Legal Implications:

21.	None.
-----	-------

RISK MANAGEMENT IMPLICATIONS

22.	The Council’s Management Team has endorsed the inclusion of fire safety in high rise accommodation as a specific risk in the corporate risk register to ensure that the necessary assurance is obtained that robust arrangements are in place to mitigate risk.
-----	---

POLICY FRAMEWORK IMPLICATIONS

23.	<ul style="list-style-type: none"> • Southampton City Council Strategy 2016-2020 – supporting delivery of the following key outcomes: <ul style="list-style-type: none"> - People in Southampton live safe, healthy independent lives - Southampton is an attractive modern city, where people are proud to live and work • Housing Revenue Account Business Plan
-----	--

KEY DECISION?	No
----------------------	----

WARDS/COMMUNITIES AFFECTED:	BARGATE, BEVOIS, BITTERNE, MILLBROOK, REDBRIDGE, SHIRLEY,
------------------------------------	---

		WOOLSTON
<u>SUPPORTING DOCUMENTATION</u>		
Appendices		
1.	None	
Documents In Members' Rooms		
1.	None	
Equality Impact Assessment		
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.		No
Privacy Impact Assessment		
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.		No
Other Background Documents		
Other Background documents available for inspection at: Civic Centre or available online at www.southampton.gov.uk		
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.	Report of the Cabinet Member for Housing and Sustainability to Overview and Scrutiny Management Committee (10 March 2016): Improving Fire Safety in the Council's High-Rise Accommodation http://www.southampton.gov.uk/modernGov/ieListDocuments.aspx?CId=123&MId=3070&Ver=4	Not applicable

Agenda Item 8

DECISION-MAKER:		OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE	
SUBJECT:		FORWARD PLAN	
DATE OF DECISION:		10 AUGUST 2017	
REPORT OF:		SERVICE DIRECTOR - LEGAL AND GOVERNANCE	
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Mark Pirnie	Tel: 023 8083 3886
	E-mail:	Mark.pirnie@southampton.gov.uk	
Director	Name:	Richard Ivory	Tel: 023 8083 2794
	E-mail:	Richard.ivory@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.			
RECOMMENDATIONS:			
	(i)	That the Committee discuss the 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.	
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.		
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED			
2.	None.		
DETAIL (Including consultation carried out)			
3.	The Forward Plan for the period August 2017 – November 2017 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	Local Authority Trading Company for some Council Services	Cllr Fitzhenry
4.	Briefing papers responding to the 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			
<u>Capital/Revenue</u>			
5.	The details for the items on the Forward Plan are set out in the Executive		

	decision making report issued prior to the decision being taken.	
<u>Property/Other</u>		
6.	The details for the items on the Forward Plan are set out in the Executive decision making report issued prior to the decision being taken.	
LEGAL IMPLICATIONS		
<u>Statutory power to undertake proposals in the report:</u>		
7.	The details for the items on the Forward Plan are set out in the Executive decision making report issued prior to the decision being taken.	
8.	The duty to undertake overview and scrutiny is set out in Part 1A Section 9 of the Local Government Act 2000.	
<u>Other Legal Implications:</u>		
9.	None	
RISK MANAGEMENT IMPLICATIONS		
10.	The details for the items on the Forward Plan are set out in the Executive decision making report issued prior to the decision being taken.	
POLICY FRAMEWORK IMPLICATIONS		
11.	The details for the items on the Forward Plan are 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
<u>SUPPORTING DOCUMENTATION</u>		
Appendices		
1.	Briefing Paper – Local Authority Trading Company for some Council Services	
Documents In Members' Rooms		
1.	None	
Equality Impact Assessment		
Do the implications/subject of the report require an Equality and Safety Impact Assessments (ESIA) to be carried out?		Identified in Executive report
Privacy Impact Assessment		
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out?		Identified in Executive report
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	

BRIEFING PAPER

Appendix 1

SUBJECT: LOCAL AUTHORITY TRADING COMPANY FOR SOME COUNCIL SERVICES
DATE: 10 AUGUST 2017
RECIPIENT: OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

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

The Leader will take a report to Cabinet on 15 August 2017 on a Local Authority Trading Company for Some Council Services. The papers will be published on 7 August 2015.

BACKGROUND and BRIEFING DETAILS:

1. A report will be presented to the 15 August 2017 meeting of Cabinet on a Local Authority Trading Company for Some Council Services. Extensive consultation has been undertaken with regards to this development. Officers are currently analysing the responses to the consultation. The proposals, informed by the consultation, will therefore not be available until the publication of Cabinet papers on 7 August 2017.
2. Upon publication of Cabinet papers the report will be circulated to the Committee and hard copies will be made available to Members.

Appendices/Supporting Information:

3. Report and appendices to be published on 7 August 2017.

Further Information Available From: **Name:** Richard Crouch
Tel: 023 8083 3360
E-mail: richard.crouch@southampton.gov.uk

This page is intentionally left blank

Agenda Item 9

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	REDUCING DRUG RELATED LITTER - SCRUTINY INQUIRY TERMS OF REFERENCE		
DATE OF DECISION:	10 AUGUST 2017		
REPORT OF:	SERVICE DIRECTOR – LEGAL AND GOVERNANCE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Mark Pirnie	Tel: 023 8083 3886
	E-mail:	Mark.pirnie@southampton.gov.uk	
Director	Name:	Richard Ivory	Tel: 023 8083 2794
	E-mail:	Richard.ivory@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 how incidence of drug related litter in Southampton can be reduced.			
RECOMMENDATIONS:			
	(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 Service Director - Legal and Governance, in consultation with the Chair of the Scrutiny Inquiry Panel, to finalise the inquiry plan.	
REASONS FOR REPORT RECOMMENDATIONS			
1.	To enable the Scrutiny Inquiry Panel to commence the scrutiny inquiry.		
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED			
2.	None.		
DETAIL (Including consultation carried out)			
3.	It is the role of the OSMC to determine the scrutiny inquiry programme.		
4.	Litter related to drug use can cover a range of materials including syringes, foils, swabs, spoons, plastic bottles and cans. Drug litter presents a health risk to the public and council employees, the discovery of which can cause fear, upset and anxiety for individuals and the wider community as well as causing physical injury.		
5.	Since February 2016 Community Safety have been logging drug litter finds across Southampton. From April 2016 – March 2017 the total number of finds was 7,620 including 7,037 discarded needles.		

6.	Given the scale of the problem, the linkages to outcomes within the new Southampton Drugs Strategy, and the key role councils and partners can play in reducing incidence of drug related litter, the Chair of the OSMC recommended 'reducing drug related litter' as an appropriate subject for a scrutiny inquiry.
7.	Attached as Appendix 1 are the draft terms of reference for the inquiry, developed in consultation with the Chair and Vice-Chair of the Committee and officers from across the Council. Members are invited to comment on the document and suggest amendments.
8.	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 Service Director – Legal and Governance, in consultation with the Chair of the Scrutiny Inquiry Panel, to finalise the inquiry plan.
9.	The final report and recommendations of the Scrutiny Inquiry 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	
<u>Capital/Revenue</u>	
10.	There are no additional financial implications arising from the approval of the recommendations.
<u>Property/Other</u>	
11.	None.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
12.	The duty to undertake overview and scrutiny is set out in Part 1A Section 9 of the Local Government Act 2000.
<u>Other Legal Implications:</u>	
13.	None
POLICY FRAMEWORK IMPLICATIONS	
14.	None
KEY DECISION	No
WARDS/COMMUNITIES AFFECTED:	None directly as a result of this report
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Reducing Drug Related Litter in Southampton – Scrutiny Inquiry Draft Terms of Reference

Documents In Members' Rooms	
1.	None
Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessments (ESIA) to be carried out.	No
Privacy Impact Assessment	
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.	No
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

This page is intentionally left blank

Reducing Drug Related Litter in Southampton Terms of Reference and Inquiry Plan

1. Scrutiny Panel membership:

- a. Councillor
- b. Councillor
- c. Councillor
- d. Councillor
- e. Councillor
- f. Councillor
- g. Councillor

2. Purpose:

To identify opportunities to reduce incidence of drug related litter in Southampton.

3. Background:

- Litter related to drug use can cover a range of materials – including syringes, foils, swabs, spoons, plastic bottles and cans.
- Drug litter presents a health risk to the public and council employees, the discovery of which can cause fear, upset and anxiety for individuals and the wider community as well as causing physical injury.
- Action has been taken in Southampton, involving a number of agencies, to reduce incidence of drug related litter.
- Since February 2016 Community Safety have been logging drug litter finds across Southampton. From April 2016 – March 2017 the total number of finds was 7,620 including 7,037 discarded needles.
- Reflecting concerns the recently approved Southampton Drugs Strategy includes, as a key outcome, '*to reduce the amount of drug related litter in the city*'.
- Alternative and innovative approaches exist to improve awareness, reduce the amount of drug litter being discarded, and to lessen the risks and impact on local communities and those employed to clean up the litter.

4. Objectives:

- a) To understand the prevalence and impact of drug related litter in Southampton.
- b) To understand the reasons for the prevalence of drug related litter.
- c) To review progress being made in Southampton to tackle drug related litter.
- d) To understand what is being done to reduce drug related litter elsewhere.
- e) To identify what additional initiatives could work in the city to reduce drug related litter.

5. Methodology:

- a) Benchmarking the current position against other cities
- b) Seek stakeholder views
- c) Undertake desktop research
- d) Identify best practice

6. Proposed Timetable:

Four meetings between September 2017 and December 2017.

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

Meeting 1: September 2017

- Introduction, context and background
 - What is the current position regarding drug related litter in Southampton?
 - Number of finds / trends / comparisons
 - Worst affected areas in Southampton
 - Identification of the groups of people who are discarding the drug related litter
 - Prevalence of drug injecting in the city
 - Impact of drug related litter
- Overview of approaches employed in Southampton to reduce drug related litter
- To identify what is working well and what can be improved in Southampton in relation to approaches employed to reduce drug related litter.

To be invited:

- Cabinet Member
- Public Health / NHS Support Services
- Representatives from City Services / Community Safety / Housing / Integrated Commissioning Unit
- Hampshire Constabulary
- Residents groups

Meeting 2: October 2017

- Examples of good practice and innovation
 - Communicating / reporting
 - Co-ordination of partners
 - Design of public spaces
 - Use and placement of sharps bins
 - Raising awareness / liaising with people injecting drugs

To be invited:

- To be confirmed

Meeting 3: November 2017

- Examples of good practice and innovation
 - Alternatives to public injecting

To be invited:

- To be confirmed

Meeting 4: December 2017

To approve the final report of the inquiry and recommendations.

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	MONITORING SCRUTINY RECOMMENDATIONS TO THE EXECUTIVE		
DATE OF DECISION:	10 AUGUST 2017		
REPORT OF:	SERVICE DIRECTOR - LEGAL AND GOVERNANCE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Mark Pirnie	Tel: 023 8083 3886
	E-mail:	Mark.pirnie@southampton.gov.uk	
Director	Name:	Richard Ivory	Tel: 023 8083 2794
	E-mail:	Richard.ivory@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.			
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.		
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		
<u>Capital/Revenue</u>		
5.	None.	
<u>Property/Other</u>		
6.	None.	
LEGAL IMPLICATIONS		
<u>Statutory power to undertake proposals in the report:</u>		
7.	The duty to undertake overview and scrutiny is set out in Part 1A Section 9 of the Local Government Act 2000.	
<u>Other Legal Implications:</u>		
8.	None	
RISK MANAGEMENT IMPLICATIONS		
9.	None.	
POLICY FRAMEWORK IMPLICATIONS		
10.	None	
KEY DECISION		No
WARDS/COMMUNITIES AFFECTED:		None directly as a result of this report
<u>SUPPORTING DOCUMENTATION</u>		
Appendices		
1.	Monitoring Scrutiny Recommendations – 10 August 2017	
Documents In Members' Rooms		
1.	None	
Equality Impact Assessment		
Do the implications/subject of the report require an Equality and Safety Impact Assessments (ESIA) to be carried out.		No
Privacy Impact Assessment		
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.		No
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	

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
			ensure that the targeted procurement savings are realised.	to ensure that the targeted procurement savings are realised.	
15/06/17	Health and Sustainable Living	Alcohol and Drug Strategies	1) That, in recognition of the cost effectiveness of drug and alcohol treatment services, the OSMC are provided with details of the annual expenditure by the council on drug and alcohol treatment and prevention services.	Agreed - A summary of the finances will be circulated to the Committee by the end of July 2107. Update: Circulated to OSMC – 19/07/17	Completed
13/07/17	Environment & Transport	TfSE	1) That information on TfSE membership is presented at a meeting of the Committee in 2018 outlining progress made and the effectiveness of the partnership.	Agreed, a paper will be brought to the OSMC during 2018, prior to the TfSE AGM, reviewing progress and success to date.	
13/07/17 Page 24	Environment & Transport	Highways Contract Renegotiations	1) That the OSMC are provided with an overview of performance by BBLP against the contracts KPIs.	<p>There are currently four elements to the performance framework for the Highways Services Partnership (HSP):</p> <ul style="list-style-type: none"> • Key Performance Indicators (KPIs) – below Target performance results in financial deductions. • Key Strategic Indicators (KSIs) – which previously triggered the ‘banking’ of contract extension periods. • Performance Indicators (PIs) – provided for management information, but can be re-designated as KPIs • Permit Scheme Performance Indicators (PSPIs) – provided for management information in relation to the Highways Permit Scheme. <p>Each indicator is measured and reported, either monthly, quarterly or annually. This process is monitored and reviewed monthly by a joint SCC and BBLP Performance, Improvement and Outputs Group (PIOG) and ratified by the joint Outcomes and Issues Resolution Board (OIRB) on a monthly basis and a Strategic Board (which is attended by the</p>	Completed

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
Page 25				<p>Cabinet Member) on an annual basis. All indicators have a Target performance level and a Threshold, the latter represents the council's expectations of minimum performance.</p> <p>The overall performance against KPIs in the 16/17 measurement period was 96.32%</p>	
			<p>2) That the proposed KPIs for the BBLP contracts are circulated to the Committee.</p>	<p>The renegotiated HSP contract will continue to include the four elements of the performance framework, with financial deductions imposed on below Target performance against the main Key Performance Indicators.</p> <p>A revised set of 'asset management' KPIs will be agreed to ensure that BBLP are more closely monitored and held accountable for the items over which they have direct influence and control rather than in relation to the general condition of the highway network, which is impacted by measures outside of BBLP's control such as underlying ground deterioration, adverse weather, etc.</p> <p>Apart from the revision above, the existing set of indicators will remain. For illustrative purposes these include measures such as:-</p> <ul style="list-style-type: none"> • Percentage of urgent highway defects made safe within 24 hours • Percentage of urgent highway defects permanently repaired within 28 days • Percentage of highway obstructions removed within 2 hours • Percentage of priority gritting routes completed on time • Percentage of customer contact 	Completed

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
				handled within specified timescales <ul style="list-style-type: none"> • Use of sustainable materials. 	