

<b>DECISION-MAKER:</b>	<b>COUNCIL</b>		
<b>SUBJECT:</b>	<b>EXECUTIVE BUSINESS REPORT</b>		
<b>DATE OF DECISION:</b>	<b>19 JULY 2017</b>		
<b>REPORT OF:</b>	<b>LEADER OF THE COUNCIL</b>		
<b><u>CONTACT DETAILS</u></b>			
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<b>STATEMENT OF CONFIDENTIALITY</b>	
None	
<b>BRIEF SUMMARY</b>	
This report outlines the executive business conducted since the last verbal Executive Business Report to Full Council on 17 May 2017.	
<b>RECOMMENDATIONS:</b>	
(i)	That the report be noted.
<b>REASONS FOR REPORT RECOMMENDATIONS</b>	
1.	This report is presented in accordance with Part 4 of the Council’s Constitution.
<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b>	
2.	Not applicable.
<b>DETAIL (Including consultation carried out)</b>	
3.	On behalf of the council, I would like to express our deepest sympathies to victims of recent terror attacks in London as well as everyone affected by the tragic fire in Grenfell Tower. As a council we took prompt action to check the status of our tower blocks and reassure residents about the fire retardant materials used in the buildings. I am very proud of the commitment and hard work of a large number of council staff who are involved in responding to this issue.
4.	I am very pleased to report that Southampton City Council’s response to the joint Work and Pensions and Communities and Local Government Committee’s inquiry into the future of supported housing has been published on the Parliament website. On the strength of this response, Southampton was selected as one of only three local authorities to present oral evidence to the committee in Westminster, with Liz Slater (Service Lead, Assessment,

	Planning and Options) presenting on behalf of the city. This is a significant achievement, reflecting well on the work being done here in Southampton and also giving us an opportunity to influence national policy on this issue.
5.	I am delighted to report that officers from Homeless Prevention, Outreach, Mediation and Family Engagement were shortlisted in the 'Best outcome for residents' category for the 2017 Regional Awards by the Southeast Regional Chapter of the Chartered Institute of Housing.
6.	I am very pleased that our neighbourhood working approach framework was accredited by the Chartered Institute of Housing (CIH) on 29 <sup>th</sup> June 2017. A year-long project 'Working Together – Neighbourhood Working', undertaken with other Local Authorities and Registered Social Landlords across the country, has resulted in accreditation which lasts for the next three years. We will be signing up to the CIH's Neighbourhood Charter, and have had feedback that they were really impressed by the quality of our submissions and approaches to the design and development of our frameworks. Their feedback said that their "overriding impression is that... developing your frameworks has had a significant impact on the way you work and collaborate".
7.	<p>I am pleased to report that our end of year performance report for 2016/17 demonstrates significant progress in a number of areas. We have significantly exceeded our targets in four areas:</p> <ul style="list-style-type: none"> <li>• Number of supported jobs and accredited vocational training delivered through Employment and Skills Plans linked to major developments</li> <li>• Number of children with active social care involvement</li> <li>• Support provided to voluntary and community groups</li> <li>• Number of family friendly events each year in Southampton.</li> </ul> <p>In addition to these, nine other indicators are 'green', showing significant progress has been made against all of our priority outcomes. I am particularly pleased to see that there has been a significant decrease in the number of looked after children, which has come down from 603 in December 2016 to 528 as of 23 June 2017, and means more children are being found permanent homes. We continue to work on all other key areas to deliver improvement.</p>
8.	I would like to take this opportunity to congratulate the Integrated Commissioning Unit (ICU) for their work on developing the South Central IFA (Independent Fostering Agency) framework and the Residential Framework. This has been recognised by other councils including Poole Borough Council who have written to us to say how impressed they have been with our approach in terms of the development of the South Central IFA framework and Innovation Fund application.
	<b>STRONG AND SUSTAINABLE ECONOMIC GROWTH</b>
9.	I am delighted to be able to confirm that one of Southampton's VIP projects, Itchen Riverside, has seen significant progress over the last few months. Brownfield regeneration specialists Inland Homes launched the marketing suite at the former Meridian TV studio site in February and most of the first phase has now been sold off plan. Work is already underway on Phase 2 of the development which will eventually deliver 350 new homes. Inland Homes is also working with the council to develop the former depot site at Chapel Riverside, close to the Itchen Bridge, to create a striking gateway to the city. Planning consent was approved in March 2017 for 457 new homes and there

	<p>will also be public access to the waterfront along with a park for residents and visitors to enjoy. It is anticipated that this development will transform Itchen Riverside and attract commercial activities, especially in the marine sector, to make the most of the waterside location. Work has already begun preparing the site for development to commence this summer.</p>
10.	<p>I am also very pleased to confirm that in their meeting on 4 April 2017, the Planning and Rights of Way Panel resolved to grant planning permission to GE Blade Dynamics for the redevelopment of part of the Marine Employment Quarter at Woolston, the northern portion of the former Vosper Thorneycroft site, for the manufacture of wind turbines. The application site consists of 5.4 acres and the new development will include an industrial building with ancillary office/ research and development space, storage access and parking. It is anticipated that between 50 and 60 jobs could be created in the first phase of the development.</p>
11.	<p>In June 2017, Cabinet agreed to begin consultations on the next phase of the Townhill Park regeneration scheme, and the updated Decommissioning of Housing Stock, and Acquisition and Compulsory Purchase Order Policies. The consultations are seeking the views of council tenants and leaseholders, and other interested parties citywide and those at Townhill Park and the adjacent area on the draft policies and plan which, if policies are approved following public consultation, would first be applied to the next phases of the Townhill Park Regeneration Scheme. The feedback from these consultations will be analysed and taken into account and presented to Cabinet prior to making decisions as to whether or not to implement the draft updated policies and whether or not to go ahead with the further decommissioning of Townhill Park.</p>
12.	<p>In June 2017, Cabinet also agreed to launch a consultation on the formation of a Local Authority Trading Company (LATCo), an arms-length company that will be totally owned by the council. Creating a LATCo would provide an opportunity to grow our business and trade with more organisations. This would mean we could generate more income, and make a surplus which we could invest back into council services. This is an exciting opportunity, which would also enable us to increase our commercial skills, build on our public and private partnerships working, improve customer experience and deliver efficiencies. The first phase consultation launched on 15 June 2017, and will close on 13 July 2017. The feedback from this consultation will be taken to the Cabinet on 16 August 2017 for a decision on how best to proceed.</p>
13.	<p>I am pleased to be able to report on the successful work being done to support improved employment opportunities for the people in Southampton. During 2016-2017, 262 previously unemployed individuals have been supported into jobs on major construction sites and in new businesses to the area such as the Westquay restaurants, the cinema and the Lidl Regional Distribution Centre. In addition, a total of 92 apprentices have been engaged and 17 recent graduates have been employed by major sites' supply chains. A further 290 existing employees of construction companies and businesses opening in Westquay have completed accredited skills training and 280 unemployed individuals gained qualifications to help them compete for employment.</p>
14.	<p>The Employment and Skills Team worked alongside the Westquay Sustainability Team to support a successful bid made by the City Council</p>

	<p>Transport team to the Local Sustainable Transport Fund. The bid has secured £40,000 in 2017-2018 and £20,000 in 2018-19; this will support the long-term unemployed into work over the next 18 months.</p>
15.	<p>Our Adult Education provision had an Ofsted inspection on 27 and 28 June 2017. It is worth noting that the process and framework used is exactly the same as that applied to colleges, with the added challenge that we are responsible for assuring the quality of provision of 14 sub -contractors and delivery to over 3,000 learners per year (the size of a large college), many of whom are amongst our most vulnerable residents. I will report back on the Ofsted result, once we have received their letter. We also had a very successful and inspiring Adult Learners Awards presentation on 28<sup>th</sup> June and are rightly proud of the achievements of many residents in the city. It is also a real credit to our Adult Education team.</p>
	<p><b>CHILDREN AND YOUNG PEOPLE GET A GOOD START IN LIFE</b></p>
16.	<p>Following Cabinet on 18 April 2017, it has been agreed that Southampton Adoption Service will move into a shared adoption service hosted by Hampshire County Council, known as the Adoption South Central Regional Adoption Agency (ASC RAA), from September 2018. This is in response to the Government's announcement in 2015 that local authorities should pool their resources to develop regional adoption agencies by 2020. The new ASC RAA will comprise four local authorities (Hampshire, Southampton, Portsmouth and the Isle of Wight) and each will have equal representation in governance arrangements. This change will reduce fragmentation of provision and improve the timeliness and efficiency of matching children with adopters, especially hard-to-place children, as there will be a larger pool of adopters and more specialist training. It will also enable the development of more flexible and efficient support services and reduce costs through efficiencies of scale.</p>
17.	<p>A new grant for foster carers was introduced in March 2017, whereby all new and current foster carers are entitled to a new supportive grant of £1,635. All households in the city received information about this as part of the annual Council Tax mailing, and it has also been promoted through the council's online communication channels and in the local media.</p>
18.	<p>I am pleased to report that we received a total of 54 enquiries about fostering in April and May 2017. This is 19 more enquiries than we received during April and May 2016. We also received 19 enquiries about adoption in April and May 2017. This is 5 more enquiries than we received during the same period last year. The service and the communications team continue to work together to identify innovative new ways of further promoting these services and converting such enquiries into increased numbers of foster carers and adopters in the city.</p>
19.	<p>I am pleased to note that the work of the Youth Forum and the Youth Forum Champions programme is continuing to develop, providing our young people with a growing opportunity to participate and have their voices heard. The three key areas that the Youth Forum Champions have prioritised this year are:</p> <ul style="list-style-type: none"> <li>• Life skills education</li> <li>• Mental health awareness</li> <li>• Safe, fun and accessible things to do in the city</li> </ul>

	The Youth Forum Champions are currently looking at how they can progress these issues and how to ensure the wider youth voice is recognised and listened to.
20.	This year we are delighted to have capitalised on our great relationships with schools on the Isle of Wight, and I am pleased to say we have engaged with 100% of them in the past year! We have delivered a fantastically varied programme of instrumental and vocal workshops, whole class instrumental tuition and development for teachers. We have worked closely with our music hub partners to deliver this. I am also pleased to confirm that we have been awarded funding from the Brenda James Trust to deliver a programme of free instrumental lessons for pupils in schools which sit in deprived wards, starting in the Autumn term.
21.	Following a £30,000 bid from Youth Music, Southampton and Isle of Wight Music Hubs have been delivering a new music and mobile technology project, helping disadvantaged children and young people to make music using iPads. Focussed around developing music composition skills, as well as boosting confidence and communication through video blogging, the project has worked with over 2,000 children, young people and families in schools, pupil referral units and behavioural and special needs settings, as well as groups in the community. Free resources, including planning for schools and video guides for participants, will help ensure a lasting legacy for the project, which will now be shared nationwide. <a href="http://www.musictechsouth.com">www.musictechsouth.com</a>
22.	In 2017, Southampton Music Hub, in partnership with Bournemouth Symphony Orchestra (BSO), brought Southampton its first ever free, open-access, Family Orchestra. Following six months of family music workshops in community centres across the city, the Family Orchestra made their debut performance at Turner Sims Concert Hall in July 2017, accompanied by BSO's In at the Deep End ensemble. The project has inspired over 30 families to take part. The project will be a key part of Southampton Music Hub's Family Music Programme for 2018 and beyond: supporting lifelong journeys in music; boosting families' health and wellbeing; and building community cohesion through shared music experiences. <a href="http://www.southamptonmusicclub.org/familyorchestra">www.southamptonmusicclub.org/familyorchestra</a>
	<b>PEOPLE IN SOUTHAMPTON LIVE SAFE, HEALTHY, INDEPENDENT LIVES</b>
23.	I am very pleased to confirm that Southampton City Council has now approved plans for the largest 'Extra Care' housing scheme in the city, to be known as Potter's Court. The housing will comprise 84 flats at Wimpson Lane in Maybush, two thirds of which will be one-bedroom apartments and one third will have two bedrooms. There will also be a communal lounge and guest suite for residents and a kitchen and dining facility which can be used by the wider community. The scheme is aimed at eligible city residents with an assessed care need. However, there will also be 15 general needs homes for the over50s, comprising nine one-bedroom and six two-bedroom apartments. The scheme, which is expected to be completed in 2019, will cost £22M and will provide its tenants with freedom and flexibility, as well as the option for care when needed.
24.	I am also pleased to announce that the Telecare Services Association has

	re-accredited the council's Telecare Service for a further three years, singling out the quality of the installation and call-handling elements of the service as being excellent. This high quality service is supporting more people with support needs to live safe, independent lives.
25.	<p>I am delighted to be able to report on the work achieved through the Southampton Healthy Homes (SHH) programme. This was a 15 month project, funded by the British Gas Energy Trust and Southampton City Council and delivered by the Environment Centre (tEC) which aimed to reduce fuel poverty through increasing energy efficiency, reducing energy and using deprivation data. tEC worked with local networks to identify high-risk individuals using community outreach, Integrated Care teams and local health, energy efficiency and deprivation data. Key achievements include:</p> <ul style="list-style-type: none"> <li>• 2,400 households assisted</li> <li>• 700 home visits</li> <li>• 507 energy efficiency interventions (including 101 large measures such as insulation, first time central heating systems, boiler repairs and replacements, double glazing and damp and mould treatment)</li> <li>• £424,000 of unclaimed benefits secured for vulnerable households</li> <li>• 182 front-line staff and volunteers trained on fuel poverty awareness</li> <li>• 1,000 people have received food packages</li> <li>• 479 households were supported with utility top-ups.</li> </ul>
26.	In June 2017, Cabinet agreed that Southampton City Council will take the first steps towards setting up a local Energy Services Company (ESCo), by commencing a procurement and contract negotiation process leading to the selection of a preferred provider. This will enable Southampton City Council (SCC) to provide a branded energy supply product using a procured third party licensed energy supplier. This exciting new initiative has the potential to help tackle fuel poverty and to provide a low risk income stream and supply cost effective energy to residents and businesses across the southern region.
27.	Cabinet agreed, on 18 April 2017, to progress the future procurement of an integrated Advice, Information and Guidance (AIG) service for Southampton residents of all ages. To Date AIG services have been funded through a number of separate grants and contracts; these are well regarded but the funding arrangements have now come to an end and a more integrated approach will improve efficiency and access. This approach has enabled the council to specify the outcomes to be achieved and will support the people of Southampton to get the help they need to live independent lives. The procurement process is now successfully underway with the contract award expected in the autumn.
28.	I am delighted to announce that Housing and Adult Services have secured just under £400,000 of funding from the Department of Communities and Government's Rough Sleepers' Grant. This funding means that we will be able to provide more targeted assistance for those who are at imminent risk of sleeping rough in Southampton. This will be done through a number of measures, including more intensive support, accommodation and crisis intervention. The funding will also be used to inform the development of future commissioning by helping profile those who are most at risk of homelessness and considering what solutions are required.
29.	On Friday 2 June Oaklands Team & Recreational Sports (OTARS) supported by Southampton Day Service put on their annual fundraising golf

	<p>day to raise funds to support service users with a learning disability to access sport and to compete in the Special Olympics. This year there were 26 teams and we were able to support OTARS to field a team. The team was made up of 2 people with a learning disability one member of staff and a family member. The OTARS team won the event on their first outing which was a fantastic achievement. The prize giving was, as is customary, hosted by Lawrie McMenemy MBE. The event raised £6,395 which will support ongoing sporting events throughout the year as well as help fund our athletes competing in the Special Olympic National games in Sheffield between the 7<sup>th</sup> and 11th August 2017.</p>
30.	<p>On 3 April 2017, a new partnership, known as Southampton Healthy Living (SHL), was launched. It is a consortium of health, voluntary, community and social enterprise agencies working in partnership to deliver targeted public health outcomes. This will support the delivery of behaviour change programmes across five areas:</p> <ul style="list-style-type: none"> <li>• Smoking cessation</li> <li>• Weight management</li> <li>• Physical activity</li> <li>• Alcohol brief interventions</li> <li>• Mini NHS health checks</li> </ul>
31.	<p>I am pleased to report the excellent progress that the Dementia-Friendly Southampton project has made so far. The project is seeing a remarkable return in outcomes on a relatively modest investment of £65K funding. 2,144 Dementia Friends have been created in the city since beginning of the project in January 2017, which is already well over half way towards our target of 3,500 additional Dementia Friends established in Southampton by December 2017.</p>
	<p><b>SOUTHAMPTON IS AN ATTRACTIVE AND MODERN CITY WHERE PEOPLE ARE PROUD TO LIVE AND WORK</b></p>
32.	<p>I am delighted that we have successfully rolled out Alternate Weekly Bin Collections, starting on Monday 5 June 2017. All residents have received two mailings explaining the changes and how to find their new collection day by checking the online calendar. We have also notified residents through a large scale email to 94,000 Stay Connected subscribers and taken a proactive approach to communicating the change and dealing with enquiries via our social media channels. For a total spend of £100, we have reached 213,000 people (some of these will be multiple 'reaches', so this does not represent unique customers), and had 20,781 clicks on our posts, and 3,339 interactions with customers. Thanks to the efforts of a cross council team under the leadership of the Cabinet Member, there has been a smooth transition with diligent care given to prompt responses to complaints and queries.</p>
33.	<p>I am delighted to announce a 15% increase in visitor numbers at our Arts &amp; Heritage venues (SeaCity Museum, Tudor House &amp; Garden and Southampton City Art Gallery), from 114,986 in 2015/16 to 132,190 in 2016/17. As a result, income from ticket sales has increased by £33,099. This is the second successive rise, following a 10% increase from 2014/15 to 2015/16. I would also like to take this opportunity to thank our staff and emergency services in the prompt action they took following the fire at SeaCity on 6<sup>th</sup> June, minimising the damage to one of the city's most</p>

	important visitor attractions.
34.	I am very pleased to confirm that the Arts Council England have announced a £13m investment in Southampton's cultural offer. Seven organisations in the city will be 'National Portfolio' organisations from 2018-2022, including the council's museums for the first time. John Hansard Gallery will receive a substantial increase on its current investment to support its move to a new site in the city centre. Four other organisations, Artsworld, Art Asia, NST – Nuffield Southampton Theatres and Turner Sims, continue to be supported at the same level as 2017-18. The funding awarded to Southampton City Council's Museums will fund their <i>Southampton Treasures</i> project. This funding will enable the council to bring its collections to a wider public and will include creating a dedicated, publicly accessible facility in SeaCity Museum that will help us to care for our extensive and outstanding collections, while enabling increased access to the public.
35.	The first ever National Clean Air Day was a huge success with over 200,000 engagements at 200 events taking place nationwide. The event hit the national papers achieving a total news reach of 21.58M across 557 articles with an equivalent advertising value of over £1,000,000. More than 40M people were engaged via Twitter with over 28,000 tweets on or close to the day. Locally we escorted ITV Meridian on a tour of our local events by electric vehicle including: Southampton General Hospital, St Johns School on French Street, The Bargate for an Electric Vehicle Rally and Westquay - where we had eight stands talking to people about air quality and the role they can play in helping to improve it. We also received positive coverage in The Echo and BBC Radio Solent.
36.	To further our work on Clean Air, I am very pleased that Southampton City Council has been awarded £892,000 of funding from the Government's Air Quality programme. This represents a quarter of the annual funding pot available nationally and will enable us to take action to reduce levels of nitrogen dioxide and particles that can impact on people's health. Projects planned include a £253,880 scheme to support the uptake of low emission taxis and a £99,000 scheme to co-fund eco-safe driver training on the council's vehicle fleet. We also secured a further £1.4M in grants across 2016-2017 to deliver work to improve local air quality and our Clean Air Zone.
37.	I am pleased to report that work with the Police to address issues of street begging and homelessness in the city is progressing. The neighbourhood police team, working with the council, have developed a new procedure to use community protection notices (CPNs) with individuals who aggressively beg in the city centre. The process requires written warnings to be served on individuals engaging in anti-social behaviour, prior to the service of the CPN. A Working Group has been established, with representatives from the Neighbourhood Police, Community Safety, Adult Safeguarding and Street Homelessness Prevention Teams, and meets regularly to identify individuals who persistently and aggressively beg and agree appropriate enforcement action, alongside support for individuals. In addition, work is being undertaken to address issues around rough sleepers in the city centre multi-storey car parks. New shutters have been installed in Marlands Car Park at level 10 to deter rough sleepers from staying there overnight and make this area safer and cleaner. Grosvenor MSCP has also had lockable shutters installed and the car park will be locked from midnight to 5.30am, to deter



	rough sleepers who use this area for antisocial activities. We will continue our work in this area, looking at all car parks over the coming months.
38.	<p>Southampton continues to offer a wide range of exciting, family-friendly events for residents and visitors alike. In the last 2 months, the following successful events have taken place:</p> <ul style="list-style-type: none"> <li>• <b>Mayfield Community Fair:</b> 17-21 May – This popular community fair visited the east of the city.</li> <li>• <b>Southampton Sailing Week:</b> 24 – 29 May: 6 days of sailing and water activities in and around Southampton Water and The Solent.</li> <li>• <b>Riverfest:</b> 27 May – A new festival organised by the local community celebrating the influence the river plays on the local people.</li> <li>• <b>Common People:</b> 27 &amp; 28 May – Extra security in light of Manchester terrorism didn't deter more than 27,000 people from enjoying Pete Tong, Sean Paul and so much more.</li> <li>• <b>Veracity Community Fair:</b> 31 May – 4 Jun – Community Fair.</li> <li>• <b>Animal Installation:</b> 1 – 30 June – Westquay continues to attract new visitors to the area with an art installation featuring giant snails.</li> <li>• <b>Southampton World Naked Bike:</b> 2 Jun – More than 50 people took to the streets to highlight the dependency on oil.</li> <li>• <b>Women's Running 10k:</b> 4 Jun – More than 500 people took part in this popular running event on Southampton Common.</li> <li>• <b>Seawork:</b> 13 – 15 Jun – For the second year, the popular maritime event Seawork brought visitors to Mayflower Park and provided a boost to the local economy.</li> <li>• <b>Gung Ho!</b> 17 Jun – More than 2,500 participated in the 5k run which was peppered with challenging obstacles on Southampton Common</li> <li>• <b>Southampton Parkrun:</b> Every Saturday around 1,000 people take part in this free 5k run around Southampton Common. This event is the second most popular in the country (out of more than 450)</li> <li>• <b>HSBC UK City Ride:</b> 25 Jun – The mass participation cycling event, formerly known as Sky Ride attracted thousands to the city centre who were able to cycle on traffic free closed roads.</li> </ul>
	<b>A MODERN, SUSTAINABLE COUNCIL</b>
39.	<p>The Finance Service has started on the journey of implementing a new business model. The vision for the service is to become a low cost, high performing service with a strong customer focus that adds value to the organisation. This model sees a shift to Business Partnering, a strengthening of strategic planning and technical capability, an improved focus on capital expenditure. It also involves the automation of transactional tasks and a move to more value adding activities. The model has been based on research completed around Business Partnering and CIPFA guidance on the building blocks for strong financial management in an organisation. These being:</p> <ul style="list-style-type: none"> <li>• Strong fundamental financial systems</li> <li>• Well trained and motivated staff</li> <li>• Sound Technical Expertise</li> <li>• Understanding the business and the customer</li> <li>• Providing a stewardship and challenger role.</li> </ul>
40.	The Local Government Association will be conducting a Corporate Peer Review, which will take place from 11-14 September 2017. The last Peer

	<p>Review was undertaken in 2013 and this offers an excellent opportunity to gain an independent perspective on the significant progress that has been made in the last four years, and to identify further improvements and opportunities to raise aspirations and ambitions in the city. The focus of the Peer Review will be on:</p> <ul style="list-style-type: none"> <li>• Understanding of local place and priority setting</li> <li>• Leadership of place</li> <li>• Financial planning and viability</li> <li>• Organisational leadership and governance</li> <li>• Capacity to deliver.</li> </ul> <p>The Peer Review team will include a Labour council leader, a senior Conservative Member, a Chief Executive, 2-3 senior officers, and the Local Government Association Review Manager. I welcome this opportunity to reflect on our achievements to date, as well as opportunities and challenges for the future, and our ambitions for the city.</p>
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**RESOURCE IMPLICATIONS**

**Capital/Revenue**

	None
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**Property/Other**

	None
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**LEGAL IMPLICATIONS**

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

	As defined in the report appropriate to each section.
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**Other Legal Implications:**

	None
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**RISK MANAGEMENT IMPLICATIONS**

	None
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**POLICY FRAMEWORK IMPLICATIONS**

	The report outlines activity supporting the delivery of the Council Strategy 2016-2020.
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<b>KEY DECISION?</b>	<b>No</b>
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<b>WARDS/COMMUNITIES AFFECTED:</b>	<b>All</b>
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SUPPORTING DOCUMENTATION

**Appendices**

<b>1.</b>	
<b>2.</b>	

**Documents In Members' Rooms**

<b>1.</b>	
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<b>2.</b>		
<b>Equality Impact Assessment</b>		
<b>Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.</b>		<b>No</b>
<b>Privacy Impact Assessment</b>		
<b>Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.</b>		<b>No</b>
<b>Other Background Documents</b>		
<b>Other Background documents available for inspection at:</b>		
<b>Title of Background Paper(s)</b>	<b>Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)</b>	
<b>1.</b>		
<b>2.</b>		