

# CABINET

**Tuesday, 19th March 2013  
at 5.00 pm**

## **Council Chamber - Civic Centre**

This meeting is open to the public

### **Members**

Councillor Dr R Williams, Leader of the Council  
Councillor Stevens, Cabinet Member for Adult Services  
Councillor Bogle, Cabinet Member for Children's Services  
Councillor Rayment, Cabinet Member for Communities  
Councillor Noon, Cabinet Member for Efficiency and Improvement  
Councillor Thorpe, Cabinet Member for Environment and Transport  
Councillor Payne, Cabinet Member for Housing and Leisure Services  
Councillor Letts, Cabinet Member for Resources

(QUORUM – 3)

### **Contacts**

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## **BACKGROUND AND RELEVANT INFORMATION**

### **The Role of the Executive**

The Cabinet and individual Cabinet Members make executive decisions relating to services provided by the Council, except for those matters which are reserved for decision by the full Council and planning and licensing matters which are dealt with by specialist regulatory panels.

### **Executive Functions**

The specific functions for which the Cabinet and individual Cabinet Members are responsible are contained in Part 3 of the Council's Constitution. Copies of the Constitution are available on request or from the City Council website, [www.southampton.gov.uk](http://www.southampton.gov.uk)

### **The Forward Plan**

The Forward Plan is published on a monthly basis and provides details of all the key executive decisions to be made in the four month period following its publication. The Forward Plan is available on request or on the Southampton City Council website, [www.southampton.gov.uk](http://www.southampton.gov.uk)

### **Key Decisions**

A Key Decision is an Executive Decision that is likely to have a significant

- financial impact (£500,000 or more)
- impact on two or more wards
- impact on an identifiable community

Decisions to be discussed or taken that are key

### **Implementation of Decisions**

Any Executive Decision may be "called-in" as part of the Council's Overview and Scrutiny function for review and scrutiny. The relevant Overview and Scrutiny Panel may ask the Executive to reconsider a decision, but does not have the power to change the decision themselves.

### **Southampton City Council's Seven Priorities**

- More jobs for local people
- More local people who are well educated and skilled
- A better and safer place in which to live and invest
- Better protection for children and young people
- Support for the most vulnerable people and families
- Reducing health inequalities
- Reshaping the Council for the future

### **Procedure / Public Representations**

Reports for decision by the Cabinet (Part A of the agenda) or by individual Cabinet Members (Part B of the agenda). Interested members of the public may, with the consent of the Cabinet Chair or the individual Cabinet Member as appropriate, make representations thereon.

**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 officers of the Council, of what action to take.

**Access** – Access is available for disabled people. Please contact the Cabinet Administrator who will help to make any necessary arrangements.

### **Municipal Year Dates (Tuesdays)**

<b>2012</b>	<b>2013</b>
19 June	29 January
17 July	19 February
21 August	19 March
18 September	16 April
16 October	
13 November	
18 December	

## CONDUCT OF MEETING

### **TERMS OF REFERENCE**

The terms of reference of the Cabinet, and its Executive Members, are set out in Part 3 of the Council's Constitution.

### **RULES OF PROCEDURE**

The meeting is governed by the Executive Procedure Rules as set out in Part 4 of the Council's Constitution.

### **DISCLOSURE OF INTERESTS**

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

### **DISCLOSABLE PERSONAL 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.

### **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 3.

## **Other Interests**

A Member must regard himself or herself as having a, '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 via the Council's Website

### 1 APOLOGIES

To receive any apologies.

### 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.

## EXECUTIVE BUSINESS

### 3 STATEMENT FROM THE LEADER

### 4 RECORD OF THE PREVIOUS DECISION MAKING

Record of the decision making held on 19<sup>th</sup> February 2013 attached.

### 5 MATTERS REFERRED BY THE COUNCIL OR BY THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE FOR RECONSIDERATION (IF ANY)

There are no matters referred for reconsideration.

### 6 REPORTS FROM OVERVIEW AND SCRUTINY COMMITTEES (IF ANY)

There are no items for consideration

### 7 EXECUTIVE APPOINTMENTS

To deal with any executive appointments, as required.

## **ITEMS FOR DECISION BY CABINET**

**8 ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS FOR ACADEMIC YEAR 2014/15**

Report of the Cabinet Member for Children's Services seeking determination of Admission Arrangements for 2014/15, attached.

**9 2 YEAR OLD CAPITAL FUNDING**

Report of the Cabinet Member for Children's Services seeking approval for an increase to the Children's Services and Learning Capital Programme, attached.

**10 \*THE SUSTAINABLE DISTRIBUTION CENTRE**

Report of the Cabinet Member for Environment and Transport, seeking agreement to procure a service provider of a Sustainable Distribution Centre for the City of Southampton and its surrounding districts, attached.

**11 ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME 2013/15 - APPROVAL TO SPEND**

Report of the Cabinet Member for Environment and Transport seeking approval to spend and provide details of the Environment and Transport Capital Programme in 2013/14, attached.

**12 CITY CENTRE ACTION PLAN (PROPOSED SUBMISSION) AND CITY CENTRE MASTER PLAN (FINAL)**

Report of the Cabinet Member for Resources, seeking approval of the City Centre Action Plan and the City Centre Master Plan, attached.

**13 CORE STRATEGY PARTIAL REVIEW (PROPOSED SUBMISSION)**

Report of the Cabinet Member for Resources, seeking approval of the Core Strategy Partial Review, attached.

## **ITEMS FOR DECISION BY CABINET MEMBER**

**14 IMPLEMENTATION OF THE PROPOSED SPECIAL SCHOOLS, UNITS AND PUPIL REFERRAL UNIT FUNDING FORMULA'S FOR 2013-14**

Report of the Senior Manager Children and Young People Strategic Commissioning, Education and Inclusion seeking approval for the adoption of the new Special Schools, Units and Pupil Referral Units funding formula, attached.

# Agenda Item 4

## SOUTHAMPTON CITY COUNCIL EXECUTIVE DECISION MAKING

### RECORD OF THE DECISION MAKING HELD ON 19 FEBRUARY 2013

#### Present:

Councillor Dr R Williams	-	Leader of the Council
Councillor Bogle	-	Cabinet Member for Children's Services
Councillor Rayment	-	Cabinet Member for Communities
Councillor Noon	-	Cabinet Member for Efficiency and Improvement
Councillor Thorpe	-	Cabinet Member for Environment and Transport
Councillor Payne	-	Cabinet Member for Housing and Leisure Services

Apologies: Councillors Stevens and Letts

#### 106. THIRD QUARTER PERFORMANCE MONITORING FOR 2012/13

On consideration of the report of the Cabinet Member Efficiency and Improvement, Cabinet noted that 65% of the Council's Key Critical Performance Indicators set out in the Council Plan are reported to be on target.

#### 107. CORPORATE REVENUE FINANCIAL MONITORING FOR THE PERIOD TO THE END OF DECEMBER 2012

On consideration of the report of the Cabinet Member for Resources, Cabinet noted:

In regard to the General Fund that

- (i) the current General Fund revenue position for 2012/13 as at Month 9 (December), which is a forecast under spend at year end of £1.9M against the budget approved by Council on 15 February 2012, as outlined in paragraph 4. This can be compared against the reported under spend at Month 6 of £0.3M; an improvement of almost £1.6M.
- (ii) the baseline forecast over spend for portfolios is almost £3.6M.
- (iii) portfolios have taken remedial action to manage a number of the corporate and key issues highlighted in this report and that the financial impact is reflected in the forecast position.
- (iv) further remedial action has been maintained to rigorously control staff resource costs and to continue the moratorium on all non essential expenditure for the remainder of the financial year
- (v) the Risk Fund includes £3.9M to cover service related risks, and that the estimated draw at Month 9 is £2.8M to cover expenditure which is included within the baseline forecast portfolio over spend of £3.6M. The Risk Fund has been reviewed and it has been assumed that £550,200 of the Fund will not be required in 2012/13.

- (vi) it has been assumed that the remainder of the contingency, which stands at £344,300, will be fully utilised by the end of 2012/13.
- (vii) the forecast includes an approved carry forward of £308,000 for Central Repairs & Maintenance as agreed by Full Council.
- (viii) the forecast does not include the impact of potential carry forwards which at Month 9 total £35,000 and which, if approved by Full Council as part of the Outturn report to be presented in July, would be a draw on balances.
- (ix) the revised minimum balance of £5.5M, subject to approval by Council on 13 February 2013, as recommended by the Chief Financial Officer in line with good practice guidance.
- (x) the forecast level of balances which will not fall below the revised minimum level of £5.5M in the medium term based on the current forecast.
- (xi) the performance to date with regard to the delivery of the agreed savings proposals approved for 2012/13 as detailed in Appendix 9.
- (xii) the performance against the financial health indicators detailed in Appendix 10.
- (xiii) the performance outlined in the Quarterly Treasury Management Report attached as Appendix 11.

In regard to the Housing Revenue Account that:

- (xiv) the current HRA budget monitoring position for 2012/13, as at Month 9 (December), which includes a carry forward from 2011/12 of £282,000 as approved by Council on the 11 July 2012. There is a forecast under spend at year end of £180,000 and a potential carry forward request has been identified

#### 108. GRANTS TO VOLUNTARY ORGANISATIONS 2013/14 TO 2015/16

DECISION MADE: (Ref: CAB 12/13 9278)

On consideration of the report of the Cabinet Member for Efficiency and Improvement and having received representations from CLEAR, City Eye, Community Play Link, EU Welcome, Groundwork Solent, Mount Pleasant Media Workshop, Soco Music Project, Society of St. James, Solent Credit Union, Solent Sea Rescue Organisation, Southampton Advice and Representation Centre, The Hampshire and Wight Trust for Maritime Archaeology, Nuffield Theatre Trust, recommendations from Overview and Scrutiny Management Committee and Members of the Council, Cabinet agreed the following modified decision:

- (i) To approve the grant recommendations set out in the attached Appendix 1, with the following changes:
  - EU Welcome Project: recommended amount of £27,000 in 2013/14, £25,110 in 2014/15 and £23,352 in 2015/16.
  - Saints Foundation: recommended amount of £17,281 towards the project funding on the understanding the council will facilitate discussions with Southampton Football Club to explore match funding for the balance.
  - Southampton School Sports: recommended amount of £5,400 as a one off grant in 2013/14 to enable them to look for other sources of funding.



- (ii) To delegate authority to the Communities and Improvement Manager, following consultation with the Cabinet Member for Efficiency and Improvement, to allocate Community Chest grants during the year until the new Small Grants Programme takes effect.
- (iii) To delegate authority to the Senior Manager, Communities, Change and Partnerships, following consultation with the Cabinet Member for Efficiency and Improvement, to agree a process for a One-Off Grant Scheme, should sufficient funding become available.
- (iv) To delegate authority to the Senior Manager, Communities Change and Partnerships, following consultation with the Cabinet Member for Efficiency and Improvement, to:
  - determine transitional relief, where appropriate, where grants have been reduced or discontinued
  - do anything necessary to give effect to allocation of grants for 2013/14 to 2015/16.
- (v) To meet the costs of agreed transitional relief, where appropriate, where grants have been reduced or discontinued, from contingencies, following consultation with the Head of Finance and IT and the Cabinet Member for Resources.

109. TRANSFER OF PUBLIC HEALTH FUNCTIONS TO SOUTHAMPTON CITY COUNCIL  
 DECISION MADE: (Ref: CAB 12/13 9770)

On consideration of the report of the Cabinet Member for Communities, Cabinet agreed the following:

- (i) That the details of the local authority public health responsibilities set out in this report be noted;
- (ii) That the proposed scheme of delegation to the Director of Public Health set out in Appendix 1, be approved for submission to Council as an amendment to the Council Constitution;
- (iii) That authority be delegated to the Director of Public Health, together with other directors of the Council as appropriate, to undertake any actions and make any arrangements necessary for the transfer of relevant public health functions to the Council

110. CREATION OF A LOCAL TRANSPORT BODY  
 DECISION MADE: (Ref: CAB 12/13 9486)

On consideration of the report of the Cabinet Member for Environment and Transport, Cabinet agreed the following:

- (i) That Cabinet approves the LTB Joint Agreement attached in Appendix 1:
- (ii) That Cabinet delegates to the Monitoring Officer authority to fine tune the agreement before submission to the Department of Transport(DfT).

111. PLAY SITE DEVELOPMENT

DECISION MADE: (Ref: CAB 12/13 9714)

On consideration of the report of the Cabinet Member for Housing and Leisure Services, Cabinet agreed the following:

- (i) To add, in accordance with Financial Procedure Rules a sum of £263,500 to the Housing & Leisure Capital Programme for play area development.
- (ii) Individual scheme spending will be processed through the Capital Board and authorised by the Executive Director for Children Services or relevant officer.

112. LICENSING SCHEME FOR HOUSES IN MULTIPLE OCCUPATION - CONSULTATION RESULTS AND FINAL APPROVAL

DECISION MADE: (Ref: CAB 12/13 9338)

On consideration of the report of the Cabinet Member for Housing and Leisure Services and a resident from the Polygon area, Cabinet agreed the following:

- (i) To note the outcome of a full consultation, which has taken place in accordance with the Housing Act 2004
- (ii) To approve the designation of Bevois, Bargate, Portswood and Swaythling wards as being subject to additional licensing, requiring all houses in multiple occupation (HMOs) to be licensed, apart from section 257 HMOs and buildings exempted by Schedule 14 of the Housing Act 2004, to take effect on 1 July 2013 for a period of five years
- (iii) To agree that Cabinet will consider approving a further designation covering the entire City as being subject to additional licensing of houses in multiple occupation from 1 July 2016, subject to an evaluation and further consultation, as appropriate and further decision of Cabinet in due course.

Note: Councillor Williams declared a personal interest and left the meeting for this item.

113. MOBILITY SCOOTER STORAGE POLICY

DECISION MADE: (Ref: CAB 12/13 9840)

On consideration of the report of the Cabinet Member for Housing and Leisure Services, Cabinet agreed that the policy is adopted.

114. CITY CENTRE FORUM

DECISION MADE: (Ref: CAB 12/13 9750)

On consideration of the report of the Leader of the Council, Cabinet agreed that the Director, Environment and Economy be authorised to enter into any necessary arrangements to facilitate and support proposals for the City Centre Forum.

115. SCOUTS PREMISES - FREEHOLD SALES TO SCOUT GROUPS

DECISION MADE: (Ref: CAB 12/13 9694)

On consideration of the report of the Cabinet Member for Resources, Cabinet agreed the following:

- (i) To approve the principle of the disposal of the freeholds of the scout premises listed in appendix one to this report to the tenant scout groups
- (ii) To delegate authority to the Senior Manager, Property, Procurement and Contract Management to approve all the disposals of the scout sites for purposes authorised by s.1 Local Government Act 2011 at figures less than best consideration.
- (iii) To delegate authority to the Senior Manager, Property, Procurement and Contract Management after consultation with the Cabinet Member for Resources to approve the detailed disposal terms to the Scout groups and to subsequently negotiate and carry out all ancillary matters to enable disposal of the sites in consultation with the City Services Senior Manager.
- (iv) That the Head of Legal, HR and Democratic Services be authorised to enter into any legal documentation necessary in respect of the sales
- (v) To authorise the Head of Legal, HR and Democratic Services to advertise the proposed disposal of those sites held under the Public Health Acts in accordance with Section 123 Local Government Act 1972, and to report any objections to the Cabinet before taking these sites forward.

116. \* ESTATE REGENERATION - WESTON LANE SHOPPING PARADE REDEVELOPMENT

DECISION MADE: (Ref: CAB 12/13 9827)

On consideration of the report of the Leader of the Council, Cabinet agreed the following:

- (i) To approve, in accordance with Financial Procedure Rules, the virement of £300,000 in 2014/15 from the Estate Wide Programme to the Weston Shopping Parade Redevelopment Programme.
- (ii) To, approve, in accordance with Financial Procedure Rules, additional expenditure of £300,000 in 2014/5 on the Weston Shopping Parade Redevelopment Programme.
- (iii) To approve, in accordance with Financial Procedure Rules, expenditure of £1,325,000 phased £700,000 in 2013/14, £375,000 in 2014/15 and £250,000 in 2015/16 on the Weston Enabling Works Programme provision for which already exists in the unapproved section of the HRA Capital Programme.
- (iv)
  - (a) To approve the appointment of Bouygues (UK) Limited as preferred bidder for the redevelopment of Weston Lane Shopping Parade site
  - (b) Subject to the Land becoming vacant land and falling within the terms of section 32 of the Housing Act 1985 under General Consent A of the General Housing Consents 2012 to approve the sale of the site at the price set out in the confidential Appendix 2 which is at less than best consideration due to the delivery requirements being imposed on the developer by the Council

- through the proposed development agreement which will create an undervalue.
- (v) To delegate power to the Head of Legal, HR & Democratic Services to amend, finalise and sign the Development Agreement with the preferred bidder for the disposal of the site in accordance with the financial terms outlined in Confidential Appendix 2 (exempt) and to enter into the associated Delivery Partner Panel Framework Agreement.
  - (vi) To delegate authority to the Senior Manager Property, Procurement and Contract Management to:
    - a. Negotiate and acquire by agreement any legal interests or rights held in respect of the parcel of land shown edged red in Appendix 4 not already owned by the Council (being within Weston Lane Shopping Parade site) using such acquisition powers as the Senior Manager Property, Procurement and Contract Management advises;
    - b. To agree the payment of appropriate compensation for the acquisition of the rights and interests in the land to be compulsorily purchased
  - (vii)
    - a. That subject to reasonable attempts to negotiate the acquisition of each of the interests in the areas shown on the map at Appendix 4 having failed, to authorise the Head of Legal, HR & Democratic Services to make a Compulsory Purchase Order to acquire any rights and interests in the land and flats and buildings thereon shown on the attached map in Appendix 4 under section 17 of the Housing Act 1985 for the purpose of erecting housing and facilities which serve a beneficial purpose for the future occupiers of the housing.
    - b. To approve the Statement of Reasons for making the Compulsory Purchase Order as set out in Appendix 3 and that power be delegated to the Head of Legal, HR & Democratic Services to make amendments to the statement of reasons as the scheme progresses.
  - (viii) To authorise the Head of Legal, HR & Democratic Services to do anything necessary to give effect to the above recommendations including but not limited to undertaking all procedural steps required to:
    - (a) make, advertise and secure confirmation and implementation of the CPO,
    - (b) Acquire interests in the land either by agreement or compulsorily
    - (c) Enter into agreements with land owners setting out the terms for withdrawal of objections to the Order (to include the payment of compensation), including where appropriate seeking exclusion of land from the Order
    - (d) to represent the Council in any Inquiry into the confirmation of the CPO
  - (ix) To approve (once vacant possession and planning permission has been obtained) the service of a Final Demolition Notice on secure tenants at the estate regeneration site under the provisions of the Housing Act 1985 and the demolition of the buildings and structures on the land edged red in Appendix 4
  - (x) To delegate authority to the Director for Environment and Economy, in consultation with the Senior Manager for Finance to accept, in accordance

with Financial Procedure Rules, any grant funding towards the costs of the redevelopment of the Weston Lane Shopping Parade.

- (xi) To authorise the Manager, Estate Regeneration Projects responsible for managing the Weston Lane Shopping Parade project in consultation with the Planning & Development Manager and the Highways Manager to make the necessary stopping up or diversion applications for orders under the most appropriate legislative powers available to the Council under section 116 of the Highway Act 1980, section 247 or 257 Town & Country Planning Act 1990 in respect of Kingsclere Close, the precinct footpaths/ walkways linking Weston Lane to Kingsclere Avenue and a spur footpath linking to Ashton House all within the Weston Lane Shopping Parade site and identified in the plan at Appendix 4.
- (xii) To authorise the City Parking and Patrol Manager to proceed with the public consultation process for a Traffic Regulation Order under Section 32 of the Road Traffic Regulation Act 1984 Act to close the public car park at Weston Lane Shopping Parade.

Note: Councillor Payne declared a pecuniary interest and left the meeting for this item.

117. PROPOSALS TO EXPAND THREE PRIMARY SCHOOLS IN THE CITY  
DECISION MADE (Ref: CAB 12/13 9841)

On consideration of the report of the Head of Infrastructure the Cabinet Member for Children's Services made the following decision:

- (i) To consider and take into account the outcome of statutory consultation as set out in Appendix 1.
- (ii) To approve the implementation of the enlargement of the following two schools from 1 September 2013 (subject to obtaining the necessary planning consents):
  - The enlargement by 30 places (1FE – form of entry) per year group of Bassett Green Primary School, with implementation from 1 September 2013, beginning with Year R and continuing incrementally until all seven year groups have been expanded. This would have the effect of enlarging the school from 2FE (60 places per year group) to 3FE (90 places per year group), and increasing the net capacity to 630 by September 1 2018. Please note that Bassett Green admitted 90 pupils to year R in September 2012 for one year only. This proposal is to expand the school on a permanent basis.
  - The enlargement by 30 places (1FE – form of entry) per year group of Bevois Town Primary School, with implementation from 1 September 2013, beginning with Year R and continuing incrementally until all seven year groups have been expanded. This would have the effect of enlarging the school from 1FE (30 places per year group) to 2FE (60 places per year group), and increasing the net capacity to 420 by September 1 2018. Please note that Bevois Town admitted 60 pupils to year R in September 2012 for one year only. This proposal is to expand the school on a permanent basis.

- (iii) To approve the implementation of the enlargement of the following school from 1 September 2014 (subject to obtaining the necessary planning consents):
  - The enlargement by 30 places (1FE – form of entry) per year group of St Johns Primary & Nursery School, with implementation from 1 September 2014, beginning with Year R and continuing incrementally until all seven year groups have been expanded. This would have the effect of enlarging the school from 1FE (30 places per year group) to 2FE (60 places per year group), and increasing the net capacity to 420 by September 1 2020.
- (iv) To add, in accordance with Financial Procedure Rules, a sum of £1.55 million to the Children’s Services Capital programme, from the ring fenced DfE basic need grant.
- (v) Subject to the approval of Council to add £400,000 to the Bassett Green Primary project on the 13<sup>th</sup> February, to approve, in accordance with Financial Procedure Rules, capital expenditure of £3.65 million in 2013/14 and £1.3 million in 2014/15 from the Children’s Services Capital Programme for the expansions of:
  - Bassett Green Primary £1.4 million
  - Bevois Town Primary £1.45 million
  - St Johns Primary and Nursery £2.1 million
- (vi) To note that assumptions have been made about the likely level of Basic Need Grant to be awarded in future years. If the final award is less than anticipated any shortfall in funding will need to be met from Council resources

118. PRIMARY SCHOOL DEVELOPMENT - ST MONICA INFANT AND JUNIOR SCHOOLS  
 DECISION MADE: (Ref: CAB 12/13 10048)

On consideration of the report of the Senior Manager Children and Young People Strategic Commissioning, Education and Inclusion, the Cabinet Member agreed the following:

Having complied with the requirements of paragraph 15 (General Exception) of the Access to Information Procedure Rules, it is recommended:

- (i) To approve the commencement of six weeks of pre-statutory consultations on a proposal to discontinue St Monica Junior School and expand St Monica Infant School to accommodate 4-11 year olds.
- (ii) To approve the establishment of a steering group for both schools to oversee the consultation on the possibility of transitioning to a primary.
- (iii) To delegate authority to the Director of Children’s Services and Learning, following consultation with the Head of Legal, HR and Democratic Services; to determine the final format and content of consultation in accordance with statutory and other legal requirements.
- (iv) Subject to complying with Financial and Contractual Procedure Rules, to delegate authority to the Director of Children’s Services and Learning, following consultation with the Cabinet Member for Children’s Services, to do anything necessary to give effect to the recommendations in this report.

119. CONCESSIONARY FARES SCHEME 2013/14  
DECISION MADE (Ref: CAB 12/13 9712)

On consideration of the report of the Senior Manager Planning, Transport and Sustainability the Cabinet Member for Children's Services made the following decision:

- (i) To approve the scheme in Appendix 1 subject to the calculations in recommendation (ii) below;
- (ii) To reimburse bus operators at 48p in the £ plus 6.9p marginal capacity operating cost per trip and 0.2p per journey administration fee, in accordance with the guidance given by the Department for Transport (DfT) using their reimbursement calculator;
- (iii) To withdraw the issue of local disabled persons bus pass;
- (iv) To retain the ticket types used in the calculation of the average fare to include day tickets, carnet (multi-trip), single and returns as per the guidance issued by the DfT;
- (v) To delegate authority to the Senior Manager Planning, Transport and Sustainability to enter into arrangements with some smaller operators to agree reimbursement at a fixed rate in accordance with the DfT guidance for 2013/14;
- (vi) To delegate authority to the Senior Manager Planning, Transport and Sustainability in consultation with the Executive Director of Corporate Services following consultation with the Cabinet Members for Environment & Transport and Resources to do anything necessary to implement the Concessionary fares Scheme 2013 including but not limited to the service of statutory Notices (including Variation and Participation Notices) and participation in and determination of any appeal against the proposed Concessionary Fares Scheme or reimbursement arrangements for 2013/14.

120. MATTERS REFERRED BY THE COUNCIL OR BY THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE FOR RECONSIDERATION (IF ANY)

Consideration of this item was deferred to a future meeting.

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# Agenda Item 8

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS FOR ACADEMIC YEAR 2014/15		
<b>DATE OF DECISION:</b>	19 MARCH 2013		
<b>REPORT OF:</b>	CABINET MEMBER FOR CHILDREN'S SERVICES		
<b><u>CONTACT DETAILS</u></b>			
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<b>STATEMENT OF CONFIDENTIALITY</b>			
None.			

## **BRIEF SUMMARY**

The Council is required by statute to approve its admission policies for the academic year starting September 2014 (including Published Admission Numbers – PANs) by 15 April 2013 to meet the statutory requirement. This allows for the admissions process to begin for all schools in September 2013. This report seeks approval for the 2014 admission policy.

## **RECOMMENDATIONS:**

- (i) To note the responses from the admissions consultation with Southampton Admissions Forum, schools, other relevant admission authorities, and the Church of England and Roman Catholic dioceses.
- (ii) To approve the admissions policies and the published admission numbers (PANs) for community and voluntary controlled schools including Bitterne Park, selection by aptitude and 6<sup>th</sup> form arrangements; the schemes for co-ordinating primary and secondary admissions for the academic year 2014-15 as set out in Appendices 1- 6;
- (iii) To authorise the Executive Director for Children's Services and Learning to take any action necessary to give effect to the admissions policy, and to make any changes necessary to the Admissions Policies where required to give effect to any Acts, Regulations or revised Admissions or Admissions Appeals Codes or binding Schools Adjudicator, Court or Ombudsman decisions whenever they arise.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. The Local Authority has a statutory duty to determine the admission criteria on an annual basis and ensure all rising 5's have an allocated education place.
2. The proposed policy is at Appendix 1. This has been consulted on and the

responses are available at Appendix 2.

3. Implementation of the policy is dependent on these schemes:-
  - admissions policy for Infant, Junior, Primary, Secondary and Sixth Form pupils to community and voluntary controlled schools, see appendix 1;
  - the outcomes of the annual consultation with school governing bodies and the relevant Church of England and Roman Catholic dioceses, see appendix 2;
  - published admission numbers (PANS) for community and voluntary controlled schools, see appendix 3;
  - the co-ordinated scheme for year R entry to infant/primary schools, see appendix 4;
  - the co-ordinated schemes for entry to junior school, see appendix 5;
  - the co-ordinated scheme for primary to secondary transfer, see appendix 6;

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

4. The two alternative options considered were:
  - (i) To not determine local admission arrangements. This was rejected on the basis that it would result in the imposition of admissions arrangements upon local schools by the Secretary of State for Education, and the failure of the Council to have met its statutory obligations to children and parents under the Admissions code.
  - (ii) To not change admissions arrangements in relation to the relative status of children attending an infant school linked to a junior school. This was rejected on the basis that this change was felt to give parents more confidence that their child's primary education would follow a natural progression more similar to that of children attending a Primary school.

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

5. School admissions authorities are required by law to determine a School Admissions policy each year which sets out how school places will be fairly allocated. It should apply to both Southampton resident pupils and to pupils applying for a place in a Southampton school living outside the city. The City Council is the admissions authority for all community and voluntary controlled schools within Southampton and is therefore responsible for determining the admission arrangements for these schools. Under regulations admission arrangements for the school year 2014-15 must be determined by 15 April 2013. Other admissions authorities affected by these should be notified within 14 days of the date of these arrangements being set.
6. Schools covered by the admissions authority's admissions policy cannot refuse admission to any applicant up to the limit of its Published Admissions Number, except in the case of a few legitimate legal exceptions. When the number of applications a school receives is greater than the number of places available there has to be a mechanism in place to enable the school to prioritise those applications. In practice, the criteria set out in the admissions policy only provides the manner in which school places are allocated in this scenario.

7. The principles underlying Southampton's admissions policies are well established. They seek to fulfil the requirement that they be 'fair, clear and objective' (School Admissions Code, 2012). The proposed policies seek to make this process as transparent as possible. In particular, they enable the local authority, schools, and parents:
  - (a) to protect the rights of vulnerable children;
  - (b) to meet significant medical and psychological needs of individual children;
  - (c) to develop, strengthen and support immediate family ties;
  - (d) to develop and strengthen links between designated feeder school(s);
  - (e) to have access to clear, objective, and fair criteria that avoid ambiguity in the interpretation of the policy.
8. If an admissions authority wants to change its arrangements to better meet these principles it must consult with schools, other admissions authorities, the local dioceses, the admissions forum and the public. For 2014 -15, the City Council has consulted on making one change to the admission arrangements. The proposed change only relates to the admission arrangements for children transferring from an infant school to a junior school. The proposed change would amend the order of criteria for admission to community and VC Junior schools to give higher priority to children attending the linked infant school. It is intended that this will give greater certainty to parents of children in infant schools that their child's education will continue, if a parent so wishes, as far as possible as if they were attending a primary school.
9. Consultations with schools and other admission authorities (Catholic and Church of England Dioceses, Hampshire County Council, Portsmouth City Council, and schools that are Foundation, Voluntary Aided, and Academies) started on 3 January 2013 and ended on 28 February 2013. The proposed policies for 2014 were discussed at the School Admissions Forum meeting in February 2013.

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

10. There are no additional revenue costs to the general fund arising directly from the approval of the admissions policies for the academic year 2014-2015.

### **Property/Other**

11. Property Services have no comments on these proposals.

## **LEGAL IMPLICATIONS**

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

12. Admissions Authorities are legally required to undertake a consultation on admissions policies each year in order to determine their admission arrangements including PANs, under the School Standards and Framework Act 1998 as amended by the Education Act 2002 and the Education and Inspections Act 2006 if there are changes from the previous years arrangements. They need only consult every 7 years thereafter unless they propose changes be made to them.

13. In accordance with the above, the deadline for determining admission arrangements is 15 April 2013. Following determination (the date of the relevant Cabinet meeting) the local authority has 14 days to notify all schools in writing of the outcome of its decision. Schools' governing bodies then have six weeks to object to their respective Published Admissions Numbers (but no other aspect of the admissions policy).
14. Notice of the change must be published in a local newspaper setting out appeal arrangements.
15. Where the Council approves a Published Admissions Number which is below the indicated admission number set by the net capacity assessment, it is required to publish an appropriate notice in a local newspaper. This notice must include an explanation of why a lower number has been set and that any parent affected by the setting of the Published Admissions Number has a right of objection to the Schools Adjudicator.

#### **Other Legal Implications:**

16. The Education Acts, Regulations made pursuant to them and the School Admissions Code (February 2012) require local authorities to formulate co-ordinated admissions schemes for dealing with applications to infant, primary, junior and secondary schools at the relevant age of transfer. Such schemes should also include admissions to schools where the local authority is not the admission authority e.g. voluntary aided schools, Foundation School and Academies. The schemes must ensure that every parent receives an offer of one, and only one, school place on the same day. A national offer date of 1 March has been set for secondary admissions and local authorities are required to implement a single offer date for primary sector admissions as well. The Regulations specify closing dates for applications for entry into Year R and for entry into secondary school. These dates are 15 January in the offer year for applications for year R, and 31 October in the offer year for applications for secondary school.
17. In drawing up co-ordinated admissions schemes, the City Council must consult with other relevant admission authorities, i.e. the governing bodies of voluntary aided schools, trust and foundation school, Academies, and Hampshire County Council. Other legally binding requirements upon the Council in coordinating an admissions scheme are set out in the National School Admissions Code (2012).
18. It is a statutory requirement that the local authority must have consulted on its proposed admission arrangements, and have made a determination on them, by 1 March and 15 April respectively, in the year prior to the new admission arrangements coming into effect. Other admission authorities in Southampton's area, i.e. the governors of voluntary aided schools, foundation schools, trust schools and Academies must also have consulted on, and determined, their admission arrangements by the same dates.
19. It is also a statutory requirement that, within 14 days of the admission arrangements being determined, admission authorities notify consultees (i.e. other admission authorities and all community/controlled schools) of their determined admission arrangements.

## POLICY FRAMEWORK IMPLICATIONS

20. The recommended admissions arrangements proposed in the report are consistent with the Children's and Young People's Plan.

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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### SUPPORTING DOCUMENTATION

#### Appendices

1.	Admission policy for Infant, Junior, Primary, Secondary and Sixth Form pupils to community and voluntary controlled schools 2014-15
2.	The outcomes of the annual consultation with school governing bodies and the relevant Church of England and Roman Catholic dioceses
3.	Proposed published admissions numbers for all community and voluntary controlled schools 2014-15
4.	Co-ordinated scheme for year R entry to infant/primary schools 2014-15
5.	Co-ordinated admissions scheme for entry to Junior Schools 2014-15
6.	Co-ordinated admissions scheme for entry to Secondary Schools 2014-15

#### 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: Children's Services and Learning, One Guildhall Square.**

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 Admissions Code of Practice 2012	<a href="http://media.education.gov.uk/assets/files/pdf/s/school%20admissions%20code%201%20february%202012.pdf">http://media.education.gov.uk/assets/files/pdf/s/school%20admissions%20code%201%20february%202012.pdf</a>

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## Southampton City Council

### **Admission Policy for Community and Voluntary Controlled Infant/Primary Schools for 2014/15**

Southampton City Council is the admission authority for all Community and Voluntary Controlled infant and primary schools in the city. Voluntary Aided and Trust and Foundation school are their own admission authorities and set their own admission arrangements. As required in the School Admissions Code the authority will consider all on-time preferences at the same time for September 2014 admissions.

Parents may express up to three (3) preferences, listing them in the order in which they would accept them. All preferences will be considered and where more than one school could be offered, the parents will be offered a place for their child at the higher ranked of the schools that could be offered.

### **Children with statements of special educational needs (SEN) that name the school**

Children with statements of special educational needs that name a school must be admitted to that school under the Education Act 1996 and with regard to the SEN Code of Practice. These children will be admitted to the named school, even if it is full, and are therefore outside the normal admission arrangements. As required by the Code these children will count as part of the Published Admission Number (PAN) for the school.

### **Oversubscription criteria**

Applications submitted by 15 January 2014 will be dealt with first. If the number of applications submitted by 15 January 2014 is greater than the Published Admission Number (PAN) for a school, admissions to the school will be decided according to the following priorities:

1. Children in public care (looked after children) and previously looked after children as defined in paragraph 1.7 of the School Admissions Code 2012
2. Children subject to a child protection plan or deemed to be vulnerable by the Senior Officer with responsibility for safeguarding in Southampton City Council.
3. Children who have a brother or sister already on the roll of the school who will continue to attend that school for the following year. (This includes children living as siblings in the same family unit.) In the case of applications for places at infant schools a sibling at the linked junior school will count as a sibling at the infant school.

A sibling is defined as a brother or sister including half, step, or foster or adoptive brother or sister, living within the same family unit at the same address.

4. Children who live within the school's designated catchment area and whose parents have satisfied the Local Authority that their child has a significant medical or psychological condition which means they must attend the preferred school

rather than any other. Applications must be supported by appropriate written evidence from a doctor or psychologist.

5. Children who live within the school's designated catchment area.

A "designated catchment area" for a school is the area set out in the definitive catchment area map for each school. This map is held by Southampton City Council, Civic Centre, Rise, Southampton SO14 7LY. A schedule of addresses, to be read in conjunction with the map, is also kept by the Council.

Parents wishing to know if their address is in a particular catchment area can contact the Admissions Team, or log on to the council website [www.southampton.gov.uk](http://www.southampton.gov.uk), click on "my Southampton", follow the links, and enter their post code.

If the school is oversubscribed from within these criteria, priorities (ii) to (iii), as set out at 6 below, will be used to determine which children will be offered places.

6. Children who live outside the school's designated catchment area, in the following order:

- (i) Children whose parents have satisfied the Local Authority that their child has a significant medical or psychological condition which means they must attend the preferred school rather than any other. Applications must be supported by appropriate written evidence from a doctor or psychologist.
- (ii) Children whose parents are applying for their child to attend a Church of England voluntary controlled school on denominational grounds. Evidence of regular church attendance at services held by the Church of England or a local ecumenical partnership (as defined in the school's prospectus) must be certified by the vicar or someone else of authority in the church. "Regular" is defined as "attending worship services at a Church of England church or local ecumenical partnership at least twice a month for the previous two years before the deadline for admissions set by Southampton City Council."
- (iii) Children who live closest to the school based on the shortest practicable walking distance using public roads and footpaths. Distances are measured from home to school for in-catchment children and from either home to school or home to the designated catchment area boundary for out-catchment children, as agreed with each school and laid out in the school prospectus. Distances from home to school are measured as shortest walking distances. These are calculated using a computerised mapping system that uses data supplied by Ordnance Survey. Distances are measured from the point designated in the system as the home address to the point designated in the system as the mid point of the nearest open gate to the school, using public roads and footpaths.



Should a school be oversubscribed from within any of the criteria 6(i) to 6(ii) above, then distance as defined in 6(iii) will be used to prioritise applications within these categories. Should there be two or more identical distances requiring prioritisation, this will be done by casting lots. Lots will be drawn by the Deputy Director, Children's Services and Learning, Southampton City Council.

### **Late applications**

The closing date for applications is 15 January 2014. Applications received after that date will be late applications. If a school has places available after admitting all on-time applications, late applications will be considered in accordance with the priorities set out above.

### **Unplaced children**

Any child who remains unplaced after their application has been processed, because either they could not be offered a place at any school requested or their parents did not complete an application, will be offered a place at their catchment school, if places are still available. If there are no places available at their catchment school, they will be allocated a place at the nearest school to their home address with places available. Distance to their home address will be measured by public roads and footpaths.

### **Waiting lists**

If a place cannot be offered at a higher ranked community or voluntary controlled school, unsuccessful applicants will automatically be placed on the waiting list for the school. If places become available, children on the waiting list will automatically be offered them according to the priorities set out above and any previous offer of a school place will be withdrawn.

The length of time on the waiting list cannot be taken into account. Unsuccessful late applications will be treated in the same way as unsuccessful on-time applications and placed on the waiting list according to the priorities set out above.

Waiting lists will be maintained by the Admissions Manager at Southampton City Council for all community and voluntary controlled schools. Waiting lists will be maintained until the end of the autumn term 2014.

### **Entry into Reception Class**

The offer made to parents for reception class on the initial offer date is of a full time place from the start of term after 1 September 2014. Schools normally stagger entry into school from that date and arrange for some initial part time attendance to ensure a smooth transition from pre-school into school or from home to school. Parents have the right to defer their child's entry into reception class to any point up to the time the child is of statutory school age (the term starting after their child's 5<sup>th</sup> birthday) or until any point in the reception year if their child is not of statutory school age until after the start of the summer term in the reception year. Parents CANNOT however defer entry until the start of year 1 i.e. the reception class place cannot be held open over the summer holidays. The child must start school at some point in the reception year. If a parent does not enrol

their child at the offered school at some point in the reception year they must make an in year application for a year 1 place.

Parents can request part time education for their child in the reception year up until the child is of statutory school age if it is in the child's best interests.

## **Southampton City Council**

### **Admission Policy for Community and Voluntary Controlled Junior Schools for 2014/15**

Southampton City Council is the admission authority for all Community and Voluntary Controlled junior schools in the city. As required in the School Admissions Code the authority will consider all preferences at the same time for September 2014 admissions.

Parents may express up to three (3) preferences for junior schools only, listing them in the order in which they would accept them. All preferences will be considered and where more than one school place could be offered, the parents will be offered a place for their child at the higher ranked of the schools that could be offered.

#### **Children with statements of special educational needs (SEN) that name the school**

Children with statements of special educational needs that name a school must be admitted to that school under the Education Act 1996 and with regard to the SEN Code of Practice. These children will be admitted to the named school even if it is full and are therefore outside the normal admission arrangements. As required by the Code these children will count as part of the Published Admission Number (PAN) for the school.

#### **Oversubscription criteria**

Applications submitted by 15 January 2014 will be dealt with first. If the number of applications received by 15 January 2014 is greater than the admission limit, admissions will be decided according to the following priorities:

1. Children in public care (looked after children) and previously looked after children as defined in paragraph 1.7 of the School Admissions Code 2012
2. Children subject to a child protection plan or deemed to be vulnerable by the Senior Officer with responsibility for safeguarding in Southampton City Council.
3. Children attending the linked infant school at the time of application. This criterion applies only at the time of transfer from year 2 to year 3 and until the end of the first term of junior school. After that time previous attendance at the linked infant school gives no priority to an application for a place at the linked junior school
3. Children who have a brother or sister already on the roll of the school who will continue to attend that school for the following year. (This includes children living as siblings in the same family unit.) In the case of applications for places at junior schools a sibling at the linked infant school will count as a sibling at the junior school.

A sibling is defined as a brother or sister including half, step, or foster or adoptive brother or sister, living within the same family unit at the same address.

4. Children who live within the school's designated catchment area and whose parents have satisfied the Local Authority that their child has a significant medical

or psychological condition which means they must attend the preferred school rather than any other. Applications must be supported by appropriate written evidence from a doctor or psychologist

6. Children who live within the school's designated catchment area.

A “designated catchment area” for a school is the area set out in the definitive catchment area map for each school. This map is held by Southampton City Council, Civic Centre, Southampton SO14 7LY. A schedule of addresses, to be read in conjunction with the map, is also kept by the Council.

Parents wishing to know if their address is in a particular catchment area can contact the Admissions Team, or log on to the council website [www.southampton.gov.uk](http://www.southampton.gov.uk), click on “my Southampton”, follow the links, and enter their post code.

If the school is oversubscribed from within these criteria, priorities (ii) to (iii), as set out at 7 below, will be used to determine which children will be offered places.

7. Children who live outside the school’s designated catchment area, in the following order:

- (i) Children whose parents have satisfied the Local Authority that their child has a significant medical or psychological condition which means they must attend the preferred school rather than any other. Applications must be supported by appropriate written evidence from a doctor or psychologist.
- (ii) Children whose parents are applying for their child to attend a Church of England voluntary controlled school on denominational grounds. Evidence of regular church attendance at services held by the Church of England or a local ecumenical partnership, (as defined in the school’s prospectus), must be certified by the vicar or someone else of authority in the church. “Regular” is defined as “attending worship services at a Church of England church or local ecumenical partnership at least twice a month for the previous two years before the deadline for admissions set by Southampton City Council.”
- (iii) Children who live closest to the school based on the shortest practicable walking distance using public roads and footpaths. Distances are measured from home to school for in-catchment children and from either home to school or home to the designated catchment area boundary for out-catchment children, as agreed with each school and laid out in the school’s prospectus. Distances from home to school are measured as shortest walking distances. These are calculated using a computerised mapping system that uses data supplied by Ordnance Survey. Distances are measured from the point designated in the system as the home

address to the point designated in the system as the mid point of the nearest open gate to the school, using public roads and footpaths.

Should a school be oversubscribed from within any of the criteria 7(i) to 7(iii) above, then distance as defined in 7(iii) will be used to prioritise applications within these categories. Should there be two or more identical distances requiring prioritisation, this will be done by casting lots. Lots will be drawn by the Deputy Director, Children's Services and Learning, Southampton City Council.

### **Late applications**

If a school has places available after admitting all on-time applications, late applications will be considered in accordance with the priorities set out above.

### **Unplaced children**

Any children who remain unplaced after their application has been processed, because either they could not be offered a place at any school requested or their parents did not complete an application, will be offered a place at their catchment school, if places are still available. If there are no places available at their catchment school, they will be allocated a place at the nearest school to their home address with places available. Distance to their home address will be measured by public roads and footpaths.

### **Waiting lists**

If a place cannot be offered at a higher ranked community or voluntary controlled school, children will automatically be placed on the waiting list for the school. If places become available, children on the waiting list will automatically be offered them according to the priorities set out above and any previous offer of a school place will be withdrawn.

The length of time on the waiting list cannot be taken into account. Unsuccessful late applications will be treated in the same way as unsuccessful on time applications and placed on the waiting list according to the priorities set out above.

Waiting lists will be maintained by the Admissions Manager at Southampton City Council for all community and voluntary controlled schools. Waiting lists will be held until the end of the autumn term 2014.

## **Southampton City Council**

### **Admission Policy for Community Secondary Schools for September 2014/15**

Southampton City Council is the admission authority for all community secondary schools in the city. As required in the School Admissions Code, the authority will consider all preferences at the same time for September 2014 admissions.

Parents may express up to three preferences, listing them in the order in which they would accept them. All preferences will be considered and where more than one school could be offered, the parents will be offered a place for their child at the higher ranked of the schools that could be offered.

#### **Children with statements of special educational needs (SEN) that name the school**

Children with statements of special educational needs that name a school must be admitted to that school under the Education Act 1996 and with regard to the SEN Code of Practice. These children will be admitted to the named school, even if it is full and are therefore outside the normal admission arrangements. As required by the Code these children will count as part of the Published Admission Number (PAN) for the school.

#### **Oversubscription criteria**

Applications submitted by 31 October 2013 will be dealt with first. If the number of applications submitted by 31 October 2013 for a school is greater than the Published Admission Number for the school, admissions will be decided according to the following priorities:

1. Children in public care (looked after children) and previously looked after children as defined in paragraph 1.7 of the School Admissions Code 2012
2. Children subject to a child protection plan or deemed to be vulnerable by the Senior Officer with responsibility for safeguarding in Southampton City Council.
3. Children who have a brother or sister already on the roll of the school who will continue to attend that school during the following year. (This includes children who live as siblings in the same family unit.)

A sibling is defined as a brother or sister including half, step, or foster or adoptive brother or sister, living within the same family unit at the same address

4. Children who live within the school's designated catchment area and whose parents have satisfied the Local Authority that their child has a significant medical or psychological condition which means they must attend the preferred school rather than any other. Applications must be supported by appropriate written evidence from a doctor or psychologist
5. Children who live within the school's designated catchment area.

A “designated catchment area” for a school is the area set out in the definitive catchment area map for each school. This map is held by Southampton City Council, Civic Centre, Southampton SO14 7LY. A schedule of addresses, to be read in conjunction with the map, is also kept by the Council.

Parents wishing to know if their address is in a particular catchment area can contact the Admissions Team, or log on to the council website [www.southampton.gov.uk](http://www.southampton.gov.uk), click on “my Southampton”, follow the links, and enter their post code.

If the school is oversubscribed from within the criteria above, priorities (ii) to (iii), as set out at 6 below, will be used to determine which children will be offered places.

6. Children who live outside the school's designated catchment area, in the following order:

- (i) Children whose parents have named a particular school because the child has a significant medical or psychological condition which means they must attend the preferred school rather than any other. Applications must be supported by appropriate written evidence from a doctor or psychologist.
- (ii) Children attending a designated catchment junior or primary school.
- (iii) Children who live closest to the school based on the shortest practicable walking distance using public roads and footpaths. Distances are measured from home to school for in-catchment children and from either home to school or home to the designated catchment area boundary for out-catchment children, as agreed with each school and laid out in the school's prospectus. Distances from home to school are measured as shortest walking distances. These are calculated using a computerised mapping system that uses data supplied by Ordnance Survey. Distances are measured from the point designated in the system as the home address to the point designated in the system as the mid point of the nearest open gate to the school, using public roads and footpaths.

Should a school be oversubscribed from within any of the criteria 6(i) to 6(ii) above, then distance, as given in 6(iii), will be used to prioritise applications within these categories. Should there be two identical distances requiring prioritisation, this will be done by casting lots. Lots will be drawn by the Deputy Director, Children's Services and Learning, Southampton City Council.

### **Late applications**

If a school has places available after admitting all on-time applications, late applications will be considered in accordance with the priorities set out above.

## **Unplaced children**

Any child who remains unplaced after their application has been processed, because either they could not be offered a place at any school requested or their parents did not make an application, will be offered a place at their catchment school, if places are still available. If there are no places available at their catchment school, they will be allocated a place at the nearest school with places available to their home address. Distance to their home address will be measured by public roads and footpaths.

## **Waiting lists**

If a place cannot be offered at a higher ranked community school, unsuccessful applicants for the school will automatically be placed on the waiting list for the school. If places become available, children on the waiting list will automatically be offered them according to the priorities set out above and any previous offer of a school place will be withdrawn.

The length of time on the waiting list cannot be taken into account. Unsuccessful late applications will be treated in the same way as unsuccessful on-time applications and placed on the waiting list according to the priorities set out above.

Waiting lists will be maintained by the Admissions Manager at Southampton City Council for all community schools. Waiting lists will be held until the end of the autumn term 2014.



## **Bitterne Park School (Secondary Places)**

**The admission criteria for Bitterne Park School are the same as for other LA community schools except for the addition of an extra criterion selecting up to 30 children for the school on the basis of their aptitude for the performing arts ( a specialism of the school).**

The admission criteria for the school are therefore as follows:

1. Children in public care (looked after children) and previously looked after children as defined in paragraph 1.7 of the School Admissions Code 2012.
2. Children subject to a child protection plan or deemed to be vulnerable by the Senior Officer with responsibility for safeguarding in Southampton City Council
3. Children who have a brother or sister already on the roll of the school who will continue to attend that school during the following year. (This includes children who live as siblings in the same family unit.) Siblings who it is hoped will be in the sixth form when the younger child would be due to start will not be regarded as siblings in this category.

A sibling is defined as a brother or sister including half, step, or foster or adoptive brother or sister, living within the same family unit at the same address

4. Children, up to a maximum of 30, who score highest in the aptitude test set by Southampton City Council to measure their aptitude for the performing arts. In the event of a tie in the aptitude scoring the child/children closest to the school will be given priority.
5. Children who live within the school's designated catchment area and whose parents have satisfied the Local Authority that their child has a significant medical or psychological condition which means they must attend the preferred school rather than any other. Applications must be supported by appropriate written evidence from a doctor or psychologist
6. Children who live within the school's designated catchment area.

A "designated catchment area" for a school is the area set out in the definitive catchment area map for each school. This map is held by Southampton City Council, Civic Centre, Southampton SO14 7LY. A schedule of addresses, to be read in conjunction with the map, is also kept by the Council.

Parents wishing to know if their address is in a particular catchment area can contact the Admissions Team, or log on to the council website [www.southampton.gov.uk](http://www.southampton.gov.uk), click on "my Southampton", follow the links, and enter their post code.

If the school is oversubscribed from within the criteria above, priorities (ii) to (iii), as set out at 7 below, will be used to determine which children will be offered places.

7. Children who live outside the school's designated catchment area, in the following order:
  - (i) Children whose parents have named a particular school because the child has a significant medical or psychological condition which means they must attend the preferred school rather than any other. Applications must be supported by appropriate written evidence from a doctor or psychologist.
  - (ii) Children attending a designated catchment junior or primary school.
  - (iii) Children who live closest to the school based on the shortest practicable walking distance using public roads and footpaths. Distances are measured from home to school for in-catchment children and from either home to school or home to the designated catchment area boundary for out-catchment children, as agreed with each school and laid out in the school's prospectus. Distances from home to school are measured as shortest walking distances. These are calculated using a computerised mapping system that uses data supplied by Ordnance Survey. Distances are measured from the point designated in the system as the home address to the point designated in the system as the mid point of the nearest open gate to the school, using public roads and footpaths.

Should a school be oversubscribed from within any of the criteria 7(i) to 7(ii) above, then distance, as given in 7(iii), will be used to prioritise applications within these categories. Should there be two identical distances requiring prioritisation, this will be done by casting lots. Lots will be drawn by the Deputy Director, Children's Services and Learning, Southampton City Council.

### **Late applications**

If a school has places available after admitting all on-time applications, late applications will be considered in accordance with the priorities set out above.

### **Unplaced children**

Any child who remains unplaced after their application has been processed, because either they could not be offered a place at any school requested or their parents did not make an application, will be offered a place at their catchment school, if places are still available. If there are no places available at their catchment school, they will be allocated a place at the nearest school with places available to their home address. Distance to their home address will be measured by public roads and footpaths.

### **Waiting lists**

If a place cannot be offered at a higher ranked community school, unsuccessful applicants for the school will automatically be placed on the waiting list for the school. If places become available, children on the waiting list will automatically be offered them

according to the priorities set out above and any previous offer of a school place will be withdrawn.

The length of time on the waiting list cannot be taken into account. Unsuccessful late applications will be treated in the same way as unsuccessful on-time applications and placed on the waiting list according to the priorities set out above.

Waiting lists will be maintained by the Admissions Manager at Southampton City Council for all community schools. Waiting lists will be held until the end of the autumn term 2014.

### **Bitterne Park School (Sixth Form Places)**

Bitterne Park Sixth Form application deadline is Monday 17th June 2014. Applications received after this date will be processed as 'late applications' (see below).

The Sixth Form has a maximum pupil number of 90 in Year 12 (180 Total in Years 12 and 13).

The majority of these places will be filled by existing Bitterne Park School students however, external applicants are welcome to apply to fill up to the remainder of 90 places. If the sixth form is over subscribed they will be considered in line with the SCC admissions policy that is detailed below.

The application form is made up of two parts:

Part 1 – Place application, this is to obtain a place within the sixth form at Bitterne Park School. Currently the procedure is run by Southampton City Council Admissions team (address below)

Part 2 – Course application, this is to secure a place on the requested courses, please note that some course may not run if sufficient applicants are not received. These are to be returned to the school office.

To apply complete both parts of the application, which are available to download from [www.bitterneparkschool.org.uk](http://www.bitterneparkschool.org.uk) or within the pack obtained from the school office.

Return part 1 as soon as possible to the Admission Team at Southampton City Council (address below) and by at the latest 18th June 2012.

Part 1: Place Application  
Admission Team (OGS)  
Southampton City Council  
Civic Centre  
Southampton SO14 7LY

If you submit the place application form to the school, this will be forwarded to the Admissions Team.

Return Part 2, the course selection form to be returned to the school (address below)

Part 2: Course Application  
Sixth Form recruitment  
Main School Office  
Bitterne Park School  
Copsewood Road  
Southampton

When completing part 2 of the application please ensure on your course choice that you indicate if it is level 2 or level 3 that you are applying for. If you are unsure whether you are a Level 2 or 3 students you are welcome to apply for both programmes, and then discuss this at the application guidance meeting.

Once your application has been received a letter will be sent confirming receipt and you will be invited in to the Sixth Form for an Application Guidance Meeting, which will review your course options and provide you with support and assistance with your application. This is not mandatory and will not form part of the Admissions process it is purely there to support and inform your decisions. You will not be required to bring anything to this meeting.

There will be a post-16 induction programme for students who have a place in the Sixth Form in which you will have an opportunity to attend taster lessons in your chosen subjects as well as take part in team building and leadership activities. It is expected that all students who are transferring to Bitterne Park Sixth Form will attend.

### **Southampton City Council Admissions Policy**

All places offered by Southampton City Council are conditional upon the applicant meeting the Academic Entry Requirements set out below.

Places will be offered on the following basis:

#### **Children with statements of special educational needs (SEN) that name the school**

Children with statements of special educational needs that name a school must be admitted to that school under the Education Act 1996 and with regard to the SEN Code of Practice. These children will be admitted to the named school, even if it is full and are therefore outside the normal admission arrangements. As required by the Code these children will count as part of the Published Admission Number (PAN) for the school.

#### **Oversubscription criteria**

Applications submitted by 17<sup>th</sup> June 2014 will be dealt with first. If the number of applications submitted by 17<sup>th</sup> June 2014 for the sixth form exceed the Admission Number of 90, admissions will be decided according to the following priorities:

1. Children in public care (looked after children) and previously looked after children as defined in paragraph 1.7 of the School Admissions Code

2. Children who live within the school's designated catchment area.

A “designated catchment area” for a school is the area set out in the definitive catchment area map for each school. This map is held by Southampton City Council, Civic Centre, Southampton SO14 7LY. A schedule of addresses, to be read in conjunction with the map, is also kept by the Council.

Parents wishing to know if their address is in a particular catchment area can contact the Admissions Team, or log on to the council website [www.southampton.gov.uk](http://www.southampton.gov.uk), click on “my Southampton”, follow the links, and enter their post code.

If the school is oversubscribed from within the designated catchment area, the procedure set out at 3, below, will be used to determine which children will be offered places.

3. Children who live closest to the school based on the shortest practicable walking distance using public roads and footpaths. Distances are measured from home to school for in-catchment children and from either home to school or home to the designated catchment area boundary for out-catchment children, as agreed with each school and laid out in the school’s prospectus. Distances from home to school are measured as shortest walking distances. These are calculated using a computerised mapping system that uses data supplied by Ordnance Survey. Distances are measured from the point designated in the system as the home address to the point designated in the system as the mid point of the nearest open gate to the school, using public roads and footpaths.

Should there be two identical distances requiring prioritisation, this will be done by casting lots. Lots will be drawn by the Deputy Director, Children’s Services and Learning, Southampton City Council.

### **Late applications**

If a school has places available after admitting all on-time applications, late applications will be considered in accordance with the priorities set out above.

### **Waiting lists**

Unsuccessful applicants for the school will automatically be placed on the waiting list for the school. If places become available, children on the waiting list will automatically be offered them according to the priorities set out above.

The length of time on the waiting list cannot be taken into account. Unsuccessful late applications will be treated in the same way as unsuccessful on-time applications and placed on the waiting list according to the priorities set out above.

Waiting lists will be maintained by the Admissions Manager at Southampton City Council for all community schools. Waiting lists will be held until the end of the autumn term 2014.

### **Sixth Form Courses and Entry Requirements**

Level 3 Courses:

This is a two year programme of study that is at a higher level than the work undertaken in Year 11.

Level 3 courses prepare students for entry to university. Bitterne Park Sixth Form offers a wide range of both academic A Levels and the full range of applied BTEC courses.

Each AS/A2 Level and BTEC has 5 hours of taught study each week. For success a similar amount of private study is expected out of hours.

The desired entry requirement for a Level 3 programme of study is 5A\* to C grades at GCSE or equivalent in 4 or more subjects including English and Maths.

Some Level 3 subjects have specific entry requirements (such as a B grade at the Higher Tier of entry).

These are outlined in the subject information and must be met. It is at the discretion of the School whether a student who has a D grade in either English or Mathematics at GCSE (not both) is able to progress to Level 3

Level 2 Courses:

This is a one year programme of study for students who wish to progress to the Level 3 programme of study at the Bitterne Park School Sixth Form and have not yet quite gained the 5A\* - C grades at GCSE or equivalent needed for this.

This programme of study enables students to retake English and Mathematics and take a number of new and exciting subjects.

The desired entry requirements for Level 2 Courses in Year 12 is 5 D grades at GCSE or equivalent in 4 or more subjects.

A minimum of an E grade in English and/or Mathematics is also desired.

Foundation Learning:

This is a one year programme of study for students who wish to progress to the Level 2 programme of study at the Bitterne Park School Sixth Form, or seek employment, and have not yet quite gained the desired entry requirements for level 2 courses.

Results day

Once you receive your GCSE results we can confirm your course and subject choices and finalise your enrolment to The Sixth Form. Support for students who have not made entry requirements will be available on the results publication day in August. All Bitterne Park Year 11 students are expected to be present that day, where possible.

We will do all we can to support you if you wish to change your options but after the timetable is written this will only be possible if a class is not full and the subjects you wish to study are not timetabled at the same time.

You will then receive a letter confirming your place in the Sixth Form, which is conditional on the entry requirements.

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# Agenda Item 8

## Appendix 2

### **The outcomes of the annual consultation with school governing bodies and the relevant Church of England and Roman Catholic dioceses, the Southampton Admissions Forum and the public**

The admission arrangements for 2014/15 are changed only slightly from those for 2013/14 and only with reference to the transfer from infant to Junior School.

No comments have been received from other admission authorities in the city, the Church of England or Roman Catholic Dioceses, or Hampshire County Council.

One Junior School (Tanners Brook junior) was supportive of the proposed change to arrangements for admission to Junior schools. No other schools made comments

No comments have been received from the general public.

The Admissions Forum considered the proposed changes at its meeting in February 2013. The Forum was supportive of the proposed minor change.

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# Agenda Item 8

Appendix 3

## **PUBLISHED ADMISSION NUMBERS (PANs) FOR COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS**

Proposed Published Admissions Numbers (PANs) for Community and Voluntary Controlled Schools for Year R intake for Academic Year 2014/15.

<b>School Name</b>	<b>PAN - Sept 2014</b>
Banister Infant School	60*
Bassett Green Primary School	90
Bevois Town Primary School	60*
Bitterne C of E Infant School	60
Bitterne Manor Primary School	30
Bitterne Park Infant School	90
Fairisle Infant And Nursery School	90**
Glenfield Infant School	90
Harefield Primary School	60
Hightown Primary School	45
Kanes Hill Primary School	60
Mansbridge Primary School	30
Mansel Park Primary School	60
Mason Moor Primary School	45
Maytree Nursery And Infants School	90
Moorlands Primary School	60
Newlands Primary School	60
Oakwood Infant School	60
Redbridge Primary School	30
Shirley Warren Primary And Nursery School	60
Sholing Infant School	90
Sinclair Primary & Nursery	30
St Denys Primary School	30
St Mark's C of E Junior School*	90
St Mary's C of E (VC) Primary School	90
St Monica Infant School	90
Swaythling Primary School	30
Tanners Brook Infant School	120
Thornhill Primary School	45
Townhill Infant School	90
Valentine Infant School	120
Woolston Infant School	60

\*PAN increase subject to cabinet decision 19 February

\*\*Fairisle project was put on hold from 2012 to 2014 but given that demand in the west is so low, it may be pushed back another year. Given that we can

“admit over PAN” for one year only if we demand is higher than expected I suggested we leave it at 90.

Proposed Published Admissions Numbers (PANs) for Community and Voluntary Controlled Schools for Year 3 intake for Academic Year 2014/15

<b>School Name</b>	<b>PAN - Sept 2014</b>
Beechwood Junior School	90
Bitterne C of E Junior School	60
Bitterne Park Junior School	90
Fairisle Junior School	90
Heathfield Junior School	90
Mount Pleasant Junior School	90
Oakwood Junior School	60
Sholing Junior School	60
St Mark's C of E (VC) Primary School – don't think St Mark's will have a Y3 intake in September 2014	60
St Monica Junior School	93
Tanners Brook Junior School	90
Townhill Junior School	102

Proposed Published Admissions Numbers (PANs) for Community and Voluntary Controlled Schools for Year 7 intake for Academic Year 2014/15

<b>School Name</b>	<b>PAN - Sept 2014</b>
Bitterne Park School	300
Cantell Maths and Computing College	230
Redbridge Community School	210
The Sholing Technology College	210
Woodlands Community College	180

**SOUTHAMPTON CITY COUNCIL  
THE CO-ORDINATED SCHEME FOR YEAR R ENTRY TO INFANT/PRIMARY  
SCHOOLS**

**SCHOOL YEAR 2014/15**

**1. INTRODUCTION**

This scheme details proposals for the co-ordinated admission arrangements for infant and primary schools in Southampton. The proposed scheme is in accordance with the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 and the School Admissions Code (2012).

**2. BACKGROUND**

The School Standards and Framework Act 1998, as amended by the Education Act 2002, and the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 set a duty on Local Authorities (LAs) to formulate a scheme covering every maintained school in their area, to co-ordinate the admissions process for primary intakes.

Once a LA has formulated a scheme for its area, it must pass the scheme for review to the Admission Forum. The LA must then consult all other admission authorities in the area who it proposes should adopt the scheme.

**3. THE SCHEME**

The purpose of the co-ordinated admission scheme is to establish mechanisms for ensuring that every parent of a child living in the LA area who has applied for a school place in the 'normal admissions round' receives an offer of one, and only one, school place on the same day. Schemes should also address how late applications will be handled. Co-ordinated schemes are an administrative process to make school admissions easier, more transparent and less stressful for parents.

The Southampton City Council co-ordinated scheme for infant/primary schools aims to encompass all the Voluntary Aided (VA) schools in its area. The School Admissions Code requires that *all schools* in the LA's area operate the 'equal preference' allocation criterion. Parents must apply for places in different LAs via their Home LA, using the application form for that LA, so there is a requirement for LAs to exchange data.

The co-ordinated scheme has been broken down into the following headings:

- Data capture
- Brochures and application process
- Closing date
- Processing of applications
- Late applications
- Decision letters

#### **4. DATA CAPTURE**

In June 2013 “rising 4” data will be downloaded, by the Admissions Team, from the Early Years modules of the ONE database and a list of rising 4 children will be obtained from Southampton City Primary Care Trust (SCPCT). Any children who appear on the SCPCT list but not in the early years module will be entered on the database.

#### **5. BROCHURES AND THE APPLICATION PROCESS**

- A letter giving advice to parents for children in the transfer group, about online applications and use of forms, will be sent to parents in late August/early September 2013
- The composite prospectus will be available on line at the Southampton City Council website from no later than 12 September 2013.
- Online application commences 9 September.
- Parents of children living outside the city but wishing to apply for a place at a Southampton LA school must apply via their Home LA.
- Parents who live in the city who wish to apply for a place at a school in another LA area (e.g. Hampshire) must apply through the Southampton Admissions processes

#### **6. CLOSING DATE**

The closing date for applications will be 15 January 2014. This date is set in the regulations. Online applications will come direct to the Admissions Team..

#### **7. PROCESSING OF ON-TIME APPLICATIONS**

Own Admission Authority School applications –the data on any application form that mentions an own admission authority school regardless of the ranking of the school on the form will be sent to the VA school no later than 5 p.m 28 February 2014

Community/VC School applications – paper applications will be input onto the One database in order that initial allocations can be made on an equal preference basis.

By 5 p.m. Friday 21 March 2014, own admission authority schools will advise the Admissions Team of the rank order against their criteria of all the applications referred to them.

In the event that more than one place can be offered, e.g. at a VA school and a Community/VC school or at two Community/VC schools, the place that will be offered will be the one that is highest preference in the application.

For example, if the Community/VC school is 1<sup>st</sup> preference and the VA school is 2<sup>nd</sup> preference but both schools can offer a place, the place will be offered at the Community/VC school. However, if the VA school is the higher preference then the place will be offered at this school. In the case of two Community/VC places being available for offer, the offer will be made for the higher preference school. The Admissions Team will advise the VA schools of any children who are offered places at higher preference schools.

## **8. LATE APPLICATIONS**

Any application submitted after the closing date will be treated as a late application. These will not be processed until after the on-time applications.

## **9. UNPLACED CHILDREN**

Any child who remains unplaced after their application has been processed, either because they failed to get into any school requested or did not complete a form, will be offered a place at their catchment school, if places are still available. If there are no places available at their catchment school, they will be offered a place at the nearest school with places available to their home address. Distance to the home address will be measured by public roads and footpaths.

## **10. DECISION LETTERS**

All parents/carers resident in Southampton will be notified of the outcome of their application on 16 April 2014. Southampton LA will make the offer of places at those schools (Community/VC) where it is the admission authority and will also offer on behalf of the governing bodies of VA schools where it is not the admission authority. Email notifications will also be sent to those parents who applied online. Applicants who are not offered their first preference school will receive a formal letter from the Admissions Team giving the reasons for refusal and guidance on how to appeal

Parents who receive an online notification will be able to accept their offer of a school place online. Those parents who receive a decision letter will also receive a reply slip that parents must complete to accept the place offered to them. The Admissions Team will notify own admission authority schools of any places they have offered that have been refused so that alternative offers can be made, if necessary. Parents will be offered the right of appeal against a refusal of a place as laid down in the School Standards and Framework Act 1998, as amended by the Education Act 2002, and supporting regulations.

## **11. DATA TO SCHOOLS**

Data will be provided to schools regularly from 7 May 2014 through to July 2014. The Admissions Team will work closely with schools to ensure that they have as much data as possible on potential numbers of reception class starters as soon as is possible. From 16 April 2014, schools will receive student data in the form of lists showing who has been allocated places at their schools either on line or otherwise electronically.

## **12. SUMMARY**

This proposed scheme encompasses all the elements of the co-ordinated admissions scheme outlined in the law. A timetable showing how the process would work for the September 2014 intake is attached at the annexe.



**CO-ORDINATED INFANT/PRIMARY SCHOOLS ADMISSIONS SCHEME**

**TIMETABLE FOR 2014/15**

<b>DATE</b>	<b>ACTIVITY</b>
June 2013	Admission Team obtains details of “rising 4” children. Transfer group of all eligible children set up in the ONE database
Mid – August 2013	Letters outlining application procedure sent to all parents in the transfer group; letters advise parents to make online applications, or to use paper forms where they cannot.
Early September 2013	Parents collect admission brochures and blank application forms from any infant or primary schools.
9 September 2013	Online application window opens.
15 January 2014	Closing date for online applications and paper forms.
21 February 2014	Admissions Team sends details of all on time applications to other LAs if necessary
28 February 2014	Admissions Team sends details of all relevant applications to own admission authority schools in Southampton
21 March 2014	Own admission authority schools return ranked applications details to the Admissions Team
16 April 2014	Parents advised by letter and email from the Admissions Team of the result of their application.

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## **SOUTHAMPTON CITY COUNCIL THE CO-ORDINATED SCHEMES FOR ENTRY TO JUNIOR SCHOOLS**

### **SCHOOL YEAR 2014/15**

#### **1. INTRODUCTION**

This scheme details proposals for the co-ordinated admission arrangements for junior schools in Southampton. The proposed scheme is in accordance with the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 and the School Admissions Code (2012).

#### **2. BACKGROUND**

The School Standards and Framework Act 1998, as amended by the Education Act 2002, and the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 set a duty on Local Authorities (LAs) to formulate a scheme covering every maintained school in their area, to co-ordinate the admissions process for primary intakes.

Once a LA has formulated a scheme for its area it must pass the scheme for review to the Admission Forum. The LA must then consult all other admission authorities in the area who it proposes should adopt the scheme.

#### **3. THE SCHEME**

The purpose of the co-ordinated admission scheme is to establish mechanisms for ensuring that every parent of a child living in the LA area who has applied for a school place in the 'normal admissions round' receives an offer of one, and only one, school place on the same day. Schemes should also address how late applications will be handled. Co-ordinated schemes are an administrative process to make school admissions easier, more transparent and less stressful for parents.

Parents must now apply for places in different LAs via their home local authority. This means that parents resident in Southampton applying for junior schools in, say, Hampshire must apply through the Southampton City Council Admissions Team.

The co-ordinated scheme has been broken down into the following headings:

- Data capture
- Brochures and application process
- Closing date
- Processing of applications
- Late applications
- Decision letters

#### **4. DATA CAPTURE**

In June 2013 Year 1 pupils' data will be downloaded, by the Admissions Team, from the school databases and the Year 3 transfer group created.

#### **5. BROCHURES AND THE APPLICATION PROCESS**

- Details of the process for junior transfer will be issued direct by post to the parents of Year 2 pupils early in September 2013.
- Registration for online admission application commences 9 September 2013.
- Parents of children living outside the city but wishing to apply for a place at a Southampton junior school must apply through their Home LA
- Parents who live in the city who wish to apply for a place at a school in another LA area (e.g. Hampshire) must apply for those schools via the Southampton application system

#### **6. CLOSING DATE**

The closing date for applications will be 15 January 2014.. Online applications will come direct to the Admissions Team.

#### **7. PROCESSING OF ON-TIME APPLICATIONS**

The Admissions Team will process first all those applications submitted by the closing date. Applications will be input onto the ONE database in order that initial allocations can be made. In the event that two places can be offered, e.g. at two Community/VC schools, the place that will be offered will be the one that is the higher preference on the application form.

## **8. LATE APPLICATIONS**

Any application received after the closing date will be treated as a late application. These will not be processed until after the on-time applications. They will be processed in the same way as the on-time applications as detailed in paragraph 7 above.

## **9. UNPLACED CHILDREN**

Any child who remains unplaced after their application has been processed, either because they failed to get into any school requested or did not complete a form, will be offered a place at their catchment school, if places are still available. If there are no places available at their catchment school, they will be offered a place at the school with places available nearest to their home address. Distance to the home address will be measured by public roads and footpaths. Distances are calculated using a computerised GIS system that uses data supplied by Ordnance Survey. Addresses are identified and positioned using the LLPG database or the Post Office Address database

## **10. DECISION LETTERS**

the outcome of applications will notified to parents on 16 April 2014. Email notifications will also be sent to those parents who applied online. Parents who did not receive an offer of their first preference school will also be notified in a formal letter accompanied by a reply slip that parents must complete to accept any place offered to them. Parents will be offered the right of appeal against a refusal of a place as laid down in the School Standards and Framework Act 1998, as amended by the Education Act 2002, and supporting regulations.

## **11. DATA TO SCHOOLS**

Data will be provided to schools on a regular basis from April 2014 through to July 2014. Although the Admissions Team will already know the names of 1<sup>st</sup> preference applicants it cannot be assumed that these are the children who will be offered places after the oversubscription criteria have been applied. It is possible that an applicant who has named the school as 1<sup>st</sup> preference may have lower priority under the oversubscription criteria than children who have expressed a 2<sup>nd</sup> or 3<sup>rd</sup> preference for a school. The Admissions Team will work closely with schools to ensure that they have as much data on potential numbers of year 3 starters as soon as possible. From 16 April 2014, schools will receive student data electronically showing who has been allocated places at their schools. From June 2014 onwards, junior schools will receive transfer forms from the infant schools their children are coming from.

## **12. APPLICATIONS TO PRIMARY SCHOOLS**

Applications for places in year 3 at a primary school for September 2014 will not be included in this process. Parents who want such a place must make a normal in year transfer at the appropriate time. This is normally in June/July.

## **13. SUMMARY**

This proposed scheme encompasses all the elements of the co-ordinated admissions scheme outlined in the regulations. A timetable showing how the process would work for the September 2014 intake is attached at the annexe.

## CO-ORDINATED JUNIOR SCHOOLS ADMISSIONS SCHEME

## TIMETABLE 2014/15

DATE	ACTIVITY
June 2013	Admissions Team downloads details of Year 1 pupils in city infant schools and receives data from HCC of Southampton children in HCC infant schools
Early September 2013	Letters outlining application procedure sent to all parents in the transfer group.
9 September 2013	Online application window opens.
15 January 2014	Closing date for applications
28 February 2014	Admissions Team sends details of all relevant applications to own admission authority schools in Southampton
21 March 2014	Own admission authority schools return ranked applications details to the Admissions Team
16 April 2014	Parents advised by letter and email from the Admissions Team of the result of their application

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## **SOUTHAMPTON CITY COUNCIL THE CO-ORDINATED SCHEME FOR PRIMARY TO SECONDARY TRANSFER**

**SCHOOL YEAR 2014/15**

### **1. INTRODUCTION**

This scheme details proposals for the co-ordinated admission arrangements for secondary schools in Southampton. The proposed scheme is in accordance with the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 and the School Admissions Code 2012.

### **2. BACKGROUND**

The School Standards and Framework Act 1998, as amended by the Education Act 2002, and the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2008 set a duty on Local Authorities (LAs) to formulate a scheme covering every maintained school in their area, to co-ordinate the admissions process for secondary intakes.

Once a LA has formulated a scheme for its area it must pass the scheme for review to the Admission Forum. The LA must then consult all other admission authorities in the area who it proposes should adopt the scheme.

### **3. THE SCHEME**

The purpose of the co-ordinated admission scheme is to establish mechanisms for ensuring that every parent of a child living in the LA area who has applied for a school place in the 'normal admissions round' receives an offer of one, and only one, school place on the same day. Schemes should also address how late applications will be handled. Co-ordinated schemes are an administrative process to make school admissions easier, more transparent and less stressful for parents.

For September 2014, the co-ordinated scheme will comprise the following elements: -

- Data capture
- Brochures and application process
- Closing date
- Processing of applications
- Late applications
- Decision letters

### **4. DATA CAPTURE**

In June 2013, year 5 data will be downloaded from the school databases and filtered. Details of children living in Hampshire County Council's (HCC's) area will be passed to HCC's Admissions Team. Likewise, HCC will provide the Southampton Admissions Team with the details of those children who live in Southampton City Council's (SCC's) relevant area but attend a HCC primary/junior school.

## 5. THE APPLICATION PROCESS

- Details of the application process will be issued to direct to parents/carers in early September 2013.
- Online application commences 9 September 2013.
- Details of the application process will also be sent to children resident in the city but attending a HCC primary or junior school in early September 2013.
- Children resident in the city who wish to apply for a school in Hampshire must apply using Southampton online application/paper form.
- Children resident in Hampshire but who wish to apply for a Southampton school must apply using Hampshire processes
- The Southampton “form” will enable parents to express a preference for a school outside the Southampton/Hampshire area.
- Applicants to St Anne’s or St George should complete the necessary Supplementary Information Form (SIF) for that school and send them direct to the school
- Applicants for Bitterne Park School wanting their child to be assessed for aptitude for the performing arts must indicate this in their application

## 6. CLOSING DATE

The closing date for applications will be 31 October 2013. This date is set in the regulations. Online applications will come direct to the Admissions Team.

## 7. PROCESSING OF APPLICATIONS

Own admission authority applications: –Any application that shows a preference for any own admission authority school, regardless of the ranking of the school on the form, will be processed as a priority and the relevant data from the application forms will be sent to the schools no later than Friday 29 November 2013.

Other LA school applications: - Data will be sent to the relevant LA’s Admissions Team for processing by 29 November at the latest.

Southampton school applications: – applications will be input onto the ONE database in order that initial allocations can be made.

By Friday 10 January 2013, own admission authority schools advise the Admissions Team of the ranking against their criteria of all the applications referred to them.

In the event that more than one place can be offered, e.g. at St George and a Southampton Community school or two Southampton Community schools, the place that will be offered will be the one that is highest preference on the application form. The Admissions Team will exchange information as required with other LAs to enable a single highest possible offer to be made

## 8. LATE PREFERENCES

Any application received after the closing date will be treated as a late application. These will not be processed until after the on-time applications. They will be

processed in the same way as the on-time applications as detailed in paragraph 7 above, in close consultation with other admissions authorities.

## **9. UNPLACED CHILDREN**

Any child who remains unplaced after their application has been processed, either because they have not been eligible to be offered a place at any of the schools requested or because they did not complete a form, will be offered a place at their catchment school, if places are still available. If there are no places available at their catchment school, they will be offered a place at the nearest school to their home address with places available. Distance to the home address will be measured by public roads and footpaths.

## **10. DECISION LETTERS**

Parents of children living in the Southampton City Council relevant area will be notified of the outcome of their application by the Admissions Team on 1 March 2014. Southampton LA will make the offer of places at those schools (Community/VC) where it is the admission authority and will make the offer on behalf of the governing bodies of VA schools or other LA at schools where it is not the admission authority. Email notifications will also be sent to those parents who applied online. Offer letters to parents of children resident in Southampton but attending schools outside the city will be posted first class on 1 March 2014. Parents who receive their notification on line will be able to accept the offer they receive online

Parents who do not receive their first preference offer will be sent a formal letter by post ; letters will be accompanied by a reply slip that parents will need to complete to accept any place offered to them. The Admissions Team will notify other admission authorities and LAs of any places they have offered that have been refused so that alternative offers can be made if necessary. Parents will be offered the right of appeal against a refusal of a place as laid down in the School Standards and Framework Act 1998, as amended by the Education Act 2002, and supporting regulations.

## **11. DATA TO SCHOOLS**

Data will be provided to schools regularly from November 2013 through to July 2014. Although the Admissions Team will already know the names of 1<sup>st</sup> preference applicants it cannot be assumed that these are the children who will be offered places after the oversubscription criteria have been applied. It is possible that an applicant who has named the school as 1<sup>st</sup> preference may have lower priority under the oversubscription criteria than children who have expressed a 2<sup>nd</sup> or 3<sup>rd</sup> preference for a school. The Admissions Team will work closely with schools to ensure that they have as much data on potential numbers of year 7 starters as soon as possible. From 1 March 2014, schools will receive student data electronically showing who has been allocated places at their schools. From March onwards, secondary schools will receive transfer forms from the primary/junior schools their children are coming from.

## **12. SUMMARY**

This proposed scheme encompasses all the elements of the co-ordinated admissions scheme outlined in the law. A timetable showing how the process would work for the September 2014 intake is attached at the annexe.

## CO-ORDINATED SECONDARY SCHOOLS ADMISSIONS SCHEME

## TIMETABLE 2014/15

DATE	ACTIVITY
June 2013	Admissions Team obtains details of Year 5 pupils in city primary/junior schools and advises other LAs of any children who currently attend a SCC school but live in the other LA's area. Other LAs do the same for their children.
Early September 2013	Application details sent to parents living in the city area.
9 September 2013	Online application window opens.
31 October 2013	Closing date for applications; online window closes.
29 November 2013	Admissions Team sends relevant details of all applications for own admission authority schools/other LAs to these admission authorities.
10 January 2014	Own admission authority schools /other LAs advise Admissions Team of outcome of ranking applications.
January 2014	Admissions Team to add VA schools/other LA results to processing of Community applications to determine offers.
By end of January 2014	Details of late applications sent to VA/other LA schools.
By mid - February 2014	VA schools/other LAs advise Admissions Team of result of late preference applications. Unplaced children to be allocated to their catchment or nearest school
1 March 2014	SCC parents advised by email, and some by letter, from the Admissions Team of the result of their application.

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# Agenda Item 9

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	2 YEAR OLD CAPITAL FUNDING		
<b>DATE OF DECISION:</b>	19 MARCH 2013		
<b>REPORT OF:</b>	CABINET MEMBER FOR CHILDREN'S SERVICES AND LEARNING		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>Karl Limbert</b>	<b>Tel:</b> <b>023 8091 7596</b>
	<b>E-mail:</b>	<b>karl.limbert@southampton.gov.uk</b>	
<b>Director</b>	<b>Name:</b>	<b>Clive Webster</b>	<b>Tel:</b> <b>023 8083 2771</b>
	<b>E-mail:</b>	<b>clive.webster@southampton.gov.uk</b>	
<b>STATEMENT OF CONFIDENTIALITY</b>			
Not applicable.			

## **BRIEF SUMMARY**

The Childcare Act 2006 and subsequent strategic guidance, requires local authorities to ensure there are sufficient funded Early Years places to meet the requirement of working parents of three and four year olds in their area. In addition this duty has been amended to include funding places for disadvantaged two year olds.

In Southampton this will require places for around 900 children in 2013 and a further 800 in 2014 at an estimated cost of £1,886,000. It is proposed that £525,000 of this cost will be supported from Dedicated Schools Grant with the remainder of £1,361,000 funded from Department for Education (DfE) Capital grant and transfers from within the overall Children's Services Capital Programme. This report sets out a proposed capital programme to meet the requirement to provide sufficient Early Years places for two, three and four-year-olds eligible for such provision.

## **RECOMMENDATIONS:**

- (i) To add, in accordance with Financial Procedure Rules, a sum of £711,000 to the Children's Services and Learning Capital Programme in 2013/14, funded from non-ring-fenced Department for Education (DfE) grant, for the Early Years Expansion Programme.
- (ii) To approve, in accordance with Financial Procedure Rules, capital variations totalling £650,000 to the programme approved by Council on 13 February 2013, as follows:
  - £500,000 transfer from Special School Estate scheme to the Early Years Expansion Programme; and
  - £150,000 transfer from Wordsworth Infants expansion project to the Early Years Expansion Programme.
- (iii) To note that approval to spend in relation to the capital additions and variations of recommendation (ii) and (iii) which total £1,361,000, will be sought from Cabinet when sufficient detail can be provided to effectively inform decision making.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. The Childcare Act 2006 and subsequent statutory guidance have made it a requirement for local authorities to ensure that there are sufficient funded Early Years places to meet the requirements of working parents of three and four-year-olds in their area. The Government has recently amended this legal requirement, with the effect of extending it to cover places for disadvantaged two-year-olds, from September 2013 onwards.
2. The annual Early Years sufficiency analysis indicates that there are currently enough places to provide for three and four-year-olds within the City. However, the capacity within the system is currently being placed under pressure by the increase in birth rate over the last four years. As such, it is anticipated that in order to meet its statutory duties, the Council will have to expand provision in line with the increased numbers expected as a consequence of the extension of the free places offer to disadvantaged two-year-olds.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. In order to meet its statutory duty, the Council's only option to making direct provision itself is to work with Private, Voluntary and Independent (PVI) Sectors who currently provide over 85% of the pre-school places.
4. Direct provision by Childrens' Services is more expensive, requiring not only suitable premises to be identified but large numbers of qualified staff to be appointed.

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

5. The Government has recently amended the legal requirement in respect of the provision of funded Early Years places, with the effect of extending this offer to disadvantaged two-year-olds. The roll out of this extended offer is in two phases:
  - From September 2013, local authorities will be required to provide places for the 20% most disadvantaged two-year-olds nationally. This equates to approximately 900 children in Southampton.
  - From September 2014, local authorities will be required to provide places for the 40% most disadvantaged two-year-olds nationally. This equates to approximately another 800 children in Southampton.
6. As the Early Years system is close to capacity (and bearing in mind the existing requirement to provide funded places for all three and four-year-olds) it is projected that the entirety of this extended provision will have to be met through expansion of the Early Years estate. As the statutory duty to provide places rests with the Council, it is its responsibility to ensure that the capacity of the system is sufficient to meet demand and the Government has part-funded Southampton City Council to this end.
7. An options appraisal has been undertaken and concluded that the most cost effective means of increasing the capacity of the estate is to expand existing provision and facilitate the market to create new provision, rather than create new local authority run provision.



8. A proposed capital programme has been developed, the full details of which are included as *Appendix 1*. The programme comprises 41 distinct projects that together will deliver the additional 1,700 places needed. The programme is on target to deliver 1,151 (68%) of these places without the need for Southampton City Council funding. However, in order to deliver the remaining 549 places, it is projected that £1,886,000 worth of funding will be required to fund expansions over 14 providers. Appendices 2 and 3 show the programme in the form of a map. *Appendix 2* shows progress against the programme to date; *Appendix 3* shows the full programme of *Appendix 1* as it maps out across the City.
9. This programme was developed following a detailed needs assessment to establish precisely in which areas of the City additional places are required. The results of this assessment were used to engage existing local and national providers in an exercise to ascertain options for expansion, which have been developed and refined into the proposals contained in *Appendix 1*. A key part of the planning process was the inclusion of the development of the programme as a standing agenda item at the *Early Years Lead Practitioners' Meeting* over the course of the last year. Attendance at these meetings is compulsory for all providers in receipt of nursery education funding and, as a consequence, this forum has provided a key means of engaging the market in expansion opportunities.
10. The proposals in *Appendix 1* are currently in outline form and are subject to feasibility studies being undertaken on them, as well as (in some cases) their being subject to a selection process to select a provider. As a consequence, the costs provided are high-level estimates. These costs will be refined through the feasibility and design process and, once a clearer and more definite picture of the overall cost is available, a further report will be brought to Cabinet to seek approval to spend against the allocated budget.

## RESOURCE IMPLICATIONS

### Capital/Revenue

11. It is projected that £1,886,000 worth of funding will be required to fund expansions over 14 projects.
12. The proposed funding is shown in the table below:

<b>Funding Source</b>	<b>Amount (£)</b>
DfE Early Education Grant for two-year-olds	547,000
DfE Basic Need Grant	164,000
Transfer from Special School Estate	500,000
Transfer from Wordsworth Infant Expansion	150,000
<b>Total Capital Funding</b>	<b>1,361,000</b>
Dedicated Schools Grant revenue funding	525,000
<b>Total Funding</b>	<b>1,886,000</b>

13. The Government has provided £547,000 for the first phase of the roll out of 2-year-old expansions (i.e. the 900 places required for September 2013) on the basis of there being an 80% uptake of places by eligible families. In addition, it is proposed that £164,000 of DfE Basic Need grant will be allocated to the project.
14. The £500,000 Special School Estate funding is no longer required because the project that this money was dedicated to was decided to be unworkable at the feasibility stage.
15. The £150,000 identified from the Wordsworth Infant Expansion had originally been allocated to the scheme with a view to creating a new lay-by at the site. However, this concept has been explored and deemed undesirable by Highways and, as such, this element of the project's funding is no longer required for that purpose.
16. It is proposed that the remaining £525,000 of funding will come from the Early Year block of the Dedicated Schools Grant. Under DfE regulations, the funding has to be allocated to the appropriate providers directly in order for them to pay for the expansions.
17. The Government has announced the following revenue funding allocations for two year olds that will be part of the Dedicated Schools Grant in 2013/14:
  - Statutory Place Funding – £2,061,000
  - Trajectory Building Allocation – £809,000The revenue funding is based on the assumption of 80% uptake of places by eligible families.
18. The Schools Forum, as the decision making body for the trajectory funding element, has agreed that up to £525,000 of this can be used to help fund the expansion of two year old places with the reminder used to support a development team that will sit alongside the existing Early Years Team.

### **Property/Other**

19. There are no direct property implications for Southampton City Council to consider. Given the demand for places, Property Services will ensure that any vacant properties that have the potential to be redeveloped for Early Years provision are brought to the attention of the project team.

### **LEGAL IMPLICATIONS**

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

20. S.1 of the Localism Act 2011 provides a general power of competence to do anything that an individual may do at law, providing that no other statutory restrictions exist that prohibit the action proposed. This includes power to assist Early Year providers (including financially or through provisions of goods, services or works) in undertaking Capital Improvement works for which central Government grants were received, where such assistance would contribute to the Council's functions as a Local Education Authority and the corresponding duties to secure sufficient and appropriate Early Years places under the Childcare Act 2006.

**Other Legal Implications:**

21. Not applicable.

**POLICY FRAMEWORK IMPLICATIONS**

22. This paper's proposed investment in Early Years places will contribute to the outcomes of the Children and Young People's Plan and the Health and Wellbeing Strategy by improving and extending the provision available across the City. The proposals will also contribute to the aims of the Economic Development Strategy, by providing the free childcare to a greater number of parents, which should facilitate their being able to take up employment.

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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**SUPPORTING DOCUMENTATION**

**Appendices**

1.	Early Years Capital Report Indicative Programme for extended offer to 2 Year Olds
2.	Progress Update on the Capital Programme for the Extended Offer to 2-Year-Olds
3.	Development Plan for the Capital Programme for the Extended Offer to 2-Year-Olds

**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)
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1.	None	
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## Early Years Capital Report Indicative Programme for extended offer to 2 Year Olds

*INDICATIVE PROGRAMME – Proposed capital schemes for the extended offer for 2 year olds (yet to be fully costed)*

*Grey box indicates completed projects.*

<b>PHASE 1 Priority Developments January 2012 – September 2013</b>				
<b>Children's Centre Area</b> Name of Provider Type of Premises	<b>Number of new places created (1 X15 hrs)</b>	<b>Indicative Capital allocation</b>	<b>Brief Project Description</b>	<b>Sector</b>
<b>Millbrook/Redbridge/Maybush</b> Busy Bees Pre-school Canford Close Scout Hut	80	£0	Development of new Pre-school within Scout Hut, minor internal alterations and creation of secure outside play space to meet Ofsted standards for registration for Early Years funding.	Private
<b>Millbrook/Redbridge/Maybush</b> St Peters Pre-school St Peters Church Hall	24	£0	Existing Pre-school has undertaken minor alterations to unused rooms within Church Hall to meet Ofsted standards and thereby increase registration of 2 year old places.	Voluntary
<b>Millbrook/Redbridge/Maybush</b> Making Miracles Day Nursery Holy Trinity Church Hall	52	£0	New nursery development within Church Hall, minor alterations and the creation of a secure outside play space to meet Ofsted standards and register for 2 year old places.	Private
<b>Millbrook/Redbridge/Maybush</b> Mansel Minis Pre-school Mansel Park Primary School	8	£0	Reconfiguration within existing Pre-school to enable an increase in capacity to take additional 2 year old places.	Voluntary
<b>Lordswood/Bassett</b> Noah's Ark Pre-school Christ the King Church Hall	26	£0	Existing Pre-school has extended their hours of opening, thereby increasing the number of places available to take 2 year olds.	Voluntary

<b>Children's Centre Area</b> Name of Provider Type of Premises	<b>Number of new places created (1 X15 hrs)</b>	<b>Indicative Capital allocation</b>	<b>Brief Project Description</b>	<b>Sector</b>
<b>North Shirley</b> Rainbow Pre-school Wordsworth Infant School	40	£0	Expansion of existing Pre-school within new primary rebuild of Wordsworth School, thereby creating an increase in availability of 2 year old places .	Private
<b>Freemantle/South Shirley</b> Paintpots Day Nursery St Marks Primary School	64	£0	Development of new Pre-school within school annexe. Refurbishment works include minor alterations to existing layout and the creation of a secure outside play space to enable registration by Ofsted and provide new 2 year old places.	Private
<b>Central</b> Startpoint Northam Northam Early Years Centre	12	£0	Minor refurbishment to toilets and play environment to enable an increase in registration by Ofsted to increase availability for 2 year old places.	Maintained
<b>Portswood/Bevois/St Denys</b> Private Childcare Developer Sainsbury's Superstore	36	£0	As part of the Sainsbury's development, Section 106 funding was used to enable the creation of a community space within the store. This space is currently being considered by a private childcare developer to provide Early Years places as part of a Day Nursery provision.	Private
<b>Portswood/Bevois/St Denys</b> Westwood Park Day Nursery Winn Road	20	£0	Reconfiguration within existing Day nursery to enable an increase in capacity to take additional 2 year old places.	Private
<b>Swaythling/Hampton Park</b> Hardmoor Nusery School	40	£0	Reconfiguration of internal space to increase registration and availability of 2 year old places.	Maintained

<b>Children's Centre Area</b> Name of Provider Type of Premises	<b>Number of new places created (1 X15 hrs)</b>	<b>Indicative Capital allocation</b>	<b>Brief Project Description</b>	<b>Sector</b>
<b>Townhill/Harefield</b> Paintpots Day Nursery Woodlands Community College	80	£0	Development of Nursery within Secondary School annexe to create new early years places.	Private
<b>Thornhill</b> St Christopher's Pre-school St Christopher's Church Hall	12	£0	Reconfiguration of internal space to increase registration and availability of 2 year old places.	Voluntary
<b>Sholing</b> St Francis Pre-school Valentine Infant School	24	£0	Reconfiguration of internal space to increase registration and availability of 2 year old places.	Private
<b>Sholing</b> Startpoint Sholing Early Years Centre Wood Close	48	£0	Reconfiguration of internal space to increase registration and availability of 2 year old places.	Maintained
<b>North Shirley</b> Busy Bees Pre-school Marlborough Road	32	£0	In order to extend registration, minor refurbishments needed to adjacent unit to meet Ofsted standards and create 2 yr old places.	Private
<b>Central</b> Clovelly Children's Centre Clovelly Road	30	£0	Development of new pre-school places in existing crèche within local children's centre.	Maintained
<b>Millbrook/Redbridge/Maybush</b> Pickles Coppice Children's Centre Windermere Avenue	30	£0	Development of new pre-school places in existing crèche within local children's centre.	Maintained

<b>Children's Centre Area</b> Name of Provider Type of Premises	<b>Number of new places created (1 X15 hrs)</b>	<b>Indicative Capital allocation</b>	<b>Brief Project Description</b>	<b>Sector</b>
<b>Lordswood/Bassett</b> Lordswood Community Pre-school Lordswood Community Centre	28	£0	Reconfiguration of internal space to increase registration and availability of 2 year old places.	Voluntary
<b>Townhill/Harefield</b> Cutbush Children's Centre Cutbush Lane	16	£0	Development of new pre-school places in existing crèche within local children's centre.	Maintained
<b>Thornhill</b> Thornhill Children's Centre Thornhill Primary School	26	£0	Development of new pre-school places in existing crèche within local children's centre.	Maintained
Childminder Development City wide childminding development focusing in areas of deprivation	128	£0	Developing existing Childminders by encouraging them to undertake additional training to meet the standards required by the Council in order to register for Nursery Education funding for 2, 3 and 4 year old children.	Private
<b>Total for Phase 1 – Target September 2013</b>	<b>906</b>	<b>£0.00</b>		



**PHASE 2 Capital Developments April 2013 – September 2014**

<b>Children's Centre Area</b> Name of Provider Type of Premises	<b>Number of new places created (1 X15 hrs)</b>	<b>Indicative Capital allocation</b>	<b>Brief Project Description</b>	<b>Sector</b>
<b>Central</b> Awaiting selection process Newtown Adventure Playground	42	£20k	Development of a new Pre-school within the recently completed adventure playground.	Subject to a provider selection process
<b>Bitterne/Bitterne Park</b> Riverside Pre-school Wellington Road Church Hall	40	£40k	Development of new Pre-school within the Church Hall. Minor refurbishments include secure fencing, canopy and improvements to internal play space.	Voluntary
<b>Lordshill/Shirley Warren/Coxford</b> Oasis Pre-school Re-location	28	£75k	Relocation and expansion of the Community Pre-school currently located on the old Oaklands School site. Refurbishment works include alterations to internal and external areas in order to meet OFSTED standards.	Voluntary
<b>Weston</b> YMCA Day Nursery Weston Park Primary School	40	£100k	Development of new Pre-school within the Community Room at Weston Park Primary School. Refurbishments include secure fencing to outside play area, enabling works & improvement to internal environment in order to meet OFSTED standards.	Voluntary
<b>Millbrook/Redbridge/Maybush</b> Sticky Fingers Pre-school Mansel Park Pavilion (MP3)	40	£40k	Development of new Pre-school within community space. Minor refurbishments include additional storage, secure outdoor play space and equipment to enable it to meet OFSTED standards and registration of 2 yr old places.	Voluntary

<b>Children's Centre Area</b> Name of Provider Type of Premises	<b>Number of new places created (1 X15 hrs)</b>	<b>Indicative Capital allocation</b>	<b>Brief Project Description</b>	<b>Sector</b>
<b>Lordshill/Shirley Warren/Coxford</b> Subject to selection process St Judes Church Hall	24	£25k	Development of new Pre-school within community space. Minor refurbishments include additional storage, secure outdoor play space and equipment to enable it to meet OFSTED standards and registration of 2 yr old places.	Subject to a provider selection process
<b>Lordshill/Shirley Warren/Coxford</b> Sinclair Nursery Sinclair Primary School	48	£75k	Expansion of existing maintained nursery to enable it to increase registration for 2 year old places	Maintained
<b>Millbrook/Redbridge/Maybush</b> All Saints Church Sedburgh Road	26	£25k	Development of a new pre-school within community space, minor alterations include the creation of a secure outdoor play space and storage to enable it to meet OFSTED standards and registration of 2 yr old places. .	Subject to a provider selection process
<b>Bitterne/Bitterne Park</b> Subject to selection process Bitterne Precinct area	26	£30k	Development of new Pre-school within community space. Minor refurbishments include additional storage, secure outdoor play space and equipment to enable it to meet OFSTED standards and registration of 2 yr old's	Subject to a provider selection process
<b>North Shirley</b> Rainbow Pre-school The Ashby Centre	32	£100k	Development of new Pre-school within community space. Refurbishments include a new extension to include, toilets and kitchen to enable it to meet OFSTED standards and registration of 2 yr old places.	Private
<b>Freemantle/South Shirley</b> Subject to selection process	64	£250k	Further investigation is needed to identify suitable premises as part of an options appraisal.	Subject to a provider selection process
<b>Swaythling/Hampton Park</b> Subject to selection process	48	£250k	Further investigation is needed to identify suitable premises as part of an options appraisal.	Subject to a provider selection process

<b>Children's Centre Area</b> Name of Provider Type of Premises	<b>Number of new places created (1 X15 hrs)</b>	<b>Indicative Capital allocation</b>	<b>Brief Project Description</b>	<b>Sector</b>
<b>Woolston/Peartree/Merryoak</b> YMCA Day Nursery Riverside Developments	114	£0	As part of the Woolston Riverside development, Section 106 funding has secured the development of a full day care nursery which is expected to open in January 2014 to meet demand for 2 yr old places within the area.	Voluntary
Childminder Development City wide childminding development focusing in areas of deprivation	100	£0	Developing existing Childminders by encouraging them to undertake additional training to meet the standards required by the Council in order to register for Nursery Education funding for 2, 3 and 4 year old children.	Private
<b>Total for Phase 2 – Target September 2014</b>	<b>794</b>	<b>1,305,000</b>		
<b>Total Refurbishment/Build Costs over Phase1 and Phase 2 - £</b>				
		<b>1,305,000</b>		
<b>Contingencies at 10%</b>		£130,500		
<b>Fees and charges</b>		250,000		
<b>Feasibility studies/ Option Appraisals</b>		£200,000		
<b>Total Funding Required for Early Years Capital Programme</b>		<b>1,885,500</b>		





**DEVELOPMENT PLAN FOR THE GROWTH IN EARLY YEARS PLACES TO ACCOMMODATE 2 YEAR OLDS**

**PROGRESS UPDATE for Cabinet Report as at 11<sup>th</sup> February 2013 by Children's Centre Areas**

**STATUTORY DUTY**

The overall target for 2012 - 2015 is to develop an additional 1,700 new early years places .

**Phase 1** - January 2012 - December 2013  
Development of 906 New EY Places  
778 Group Places + 128 Childminding Places

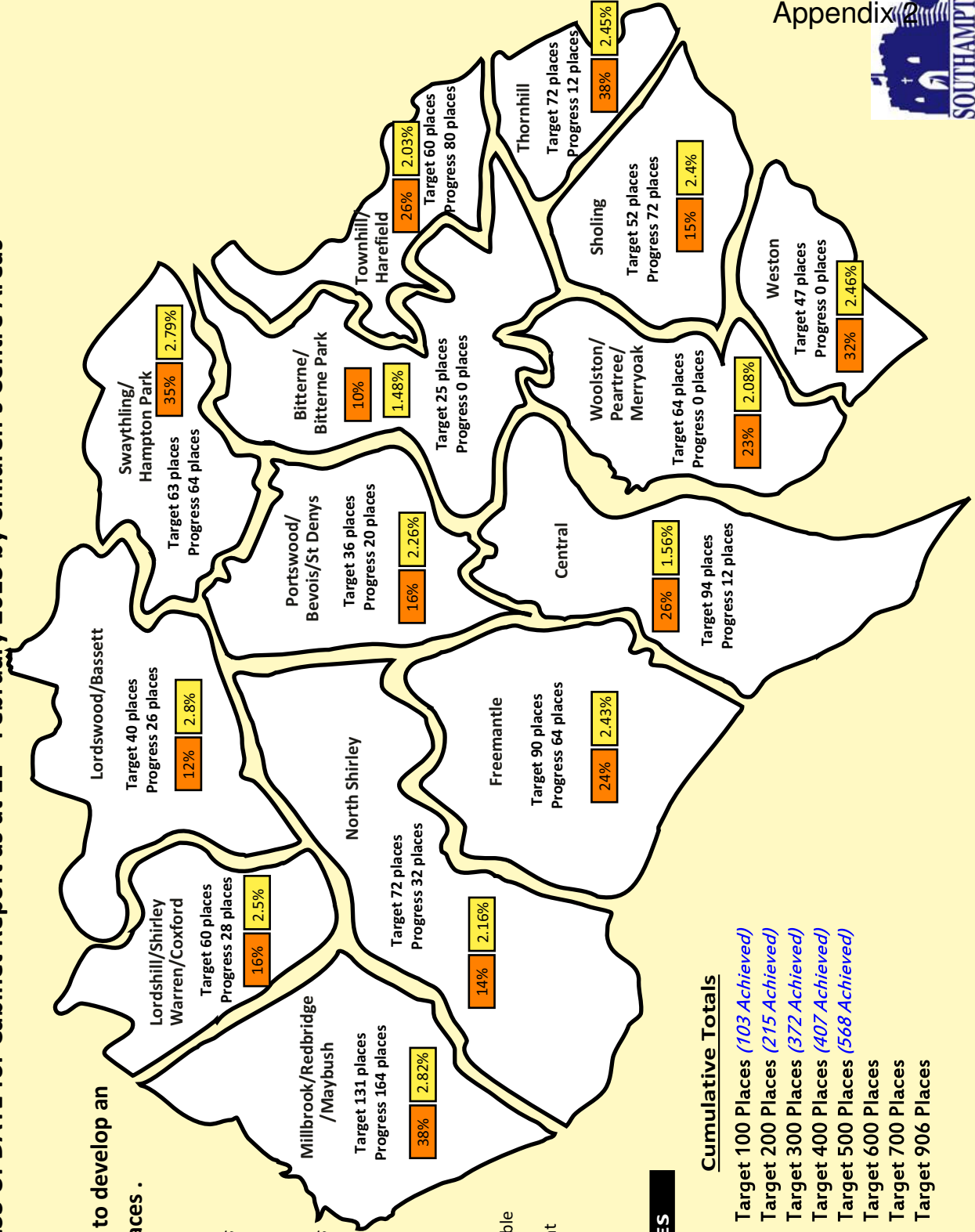
**Phase 2** - September 2013 - March 2015  
Development of 794 new EY Places  
694 Group Places + 100 Childminding Places

**INFORMATION KEY**

Targets are informed by population and eligibility

38% Forecast percentage of 2 year olds eligible under 'Free School Meals' criteria

1.48% Percentage of children with a statement of special needs



**PHASE 1 - TARGET MILESTONES**

**Cumulative Totals**

- Target 100 Places (103 Achieved)
- Target 200 Places (215 Achieved)
- Target 300 Places (372 Achieved)
- Target 400 Places (407 Achieved)
- Target 500 Places (568 Achieved)
- Target 600 Places
- Target 700 Places
- Target 906 Places

**Quarterly Period**

- January 2012 to March 2012
- April 2012 to June 2012
- July 2012 to September 2012
- October 2012 to December 2012
- January 2013 to March 2013
- April 2013 to June 2013
- July 2013 to September 2013
- October 2013 to December 2013

The target for January 2012 to December 2013 of 906 places is based on the number of 2 year old children entitled to free school meals

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# Agenda Item 10

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	THE SUSTAINABLE DISTRIBUTION CENTRE		
<b>DATE OF DECISION:</b>	19 MARCH 2013		
<b>REPORT OF:</b>	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>Simon Fry</b>	<b>Tel:</b> <b>023 8083 2128</b>
	<b>E-mail:</b>	<b>simon.fry@southampton.gov.uk</b>	
<b>Director</b>	<b>Name:</b>	<b>John Tunney</b>	<b>Tel:</b> <b>023 8091 7713</b>
	<b>E-mail:</b>	<b>John.tunney@southampton.gov.uk</b>	

## **STATEMENT OF CONFIDENTIALITY**

Not Applicable

## **BRIEF SUMMARY**

The report seeks agreement to initiate a procurement process to set up a Sustainable Distribution Centre (SDC) for the benefit of organisations in and around Southampton including Southampton City Council (SCC) itself. An SDC is the next generation of consolidation centre offering services to intercept HGVs servicing city centre locations, it then consolidate the loads which results in a reduce number of HGVs entering the City's road network. In some cases this has resulted in 75% less HGV traffic entering the City. The SDC will also provide short term and long term storage warehousing to its customers. There are many efficiency and environmental benefits to the SDC but at present market forces mean that it may not run commercially until a critical mass of users is established.

This report seeks authority to procure an SDC on behalf of the wider Southampton City Region and includes a mechanism to subsidise the first few years of operation, using funding already secured as part of the Local Sustainable Transport Fund (LSTF) bid in order to kick start the process and generate that critical mass.

## **RECOMMENDATIONS:**

- (i) To delegate authority to the Head of Planning, Transport and Sustainability to take any action required to procure and implement a service provider for the SDC from the LSTF revenue budget.
- (ii) To delegate authority to the Head of Planning, Transport and Sustainability, following consultation with the Head of Finance and IT as well as the Head of Legal, HR and Democratic Services to proceed to financial and contractual close.
- (iii) To delegate authority to the Head of Legal, HR and Democratic Services to enter into all necessary legal contracts and documentation to action the above decisions.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. In 2007, it was estimated that by 2026 Southampton road networks would see a 40% growth in traffic levels, due to growth in population and economy. In addition, parts of the City have poor air quality and have been designated Air Quality Management Areas (AQMAs). One of the ways to help resolve this problem is to make the management of freight within the City more efficient. An SDC will do this by consolidating loads on the outskirts of the City so that fewer vehicles travel into the City centre. The benefits include less vehicles servicing the City centre (in Bristol once such centre has reduced traffic by close to 75%), and corresponding reductions in congestion and air pollution. There is also potential for achieving efficiencies to the logistics supply chain which may benefit companies or organisations using the City centre.
2. The SDC requires a critical mass of activity before it can be commercially viable. This was revealed by a study commissioned by the Council to determine the best business case and delivery model. Following extensive consultation with potential users the study also identified that a level of pump priming subsidy would be required to make it work and that the critical mass could be achieved early on if the City Council or other large organisations use its services. Funding to deliver this project, including the subsidy, has been secured through the Local Sustainable Transport Fund (LSFT) grant.
3. This report seeks approval to undertake a procurement process to establish the SDC. The procurement will not expose the Council to any financial or other risks because the fixed term nature of the subsidy will be explicitly stated in the tendering process.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

4. Do nothing – Failure to deliver the project would result in LSTF funding being handed back to the Department for Transport (DfT) or at best reallocated to other LSTF projects.
5. Council set up and run its own SDC – This option was rejected because it is more cost effective to pump prime the private sector to deliver this scheme. Case studies where local authorities have delivered the centre have shown significant disadvantages, including ongoing financial support.

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

6. The DfT LSTF was established to support the ambitions carried in the Government White Paper *Creating Growth, Reducing Carbon* published in January 2011. The principal purposes of the fund are to introduce measures that encourage economic growth, while simultaneously reducing carbon emissions from transport. The White Paper acknowledges that the measures and initiatives used to derive these economic and environmental benefits will also produce significant social benefits. The SDC was one of the proposed methods of SCC LSTF bid.
7. The idea of developing the SDC for Southampton has been tested in a study by Mott MacDonald and Travel and Transport Research Limited (MMTTR). They were commissioned to complete a viability study to assess whether the SDC would be viable with the model of freight consolidation and storage we were proposing, in the time frame we were proposing and with the level of

funding we were budgeting for. MMTTR, who have considerable experience in setting up consolidation centres up and down the country, concluded after their research that the SDC is viable as long as a few public bodies/large organisations use its services.

8. The study involved a series of workshops attended by many business representatives. In addition, discussions have taken place with the University of Southampton (UoS), Southampton Solent University (SSU) and Southampton University Hospital Trust (SUHT). The conclusion of the study was that there is considerable opportunity for the public, academic and health sector to utilise the SDC and establish a critical mass of demand.
9. Through discussions with Facilities Management at SCC, UoS, SSU and SUHT, it became apparent that the public sector has a business and operational need that the SDC could meet. The need however, was not only in terms of delivery consolidation but in terms of short and long term storage. SCC along with both universities has considerable storage requirements. However, in a number of cases this storage need is not being managed in the most efficient or cost effective way. It is likely that the SDC can provide storage for the Council at a reduced rate per square foot, potentially resulting in direct savings and enabling management to strategically review how office space is used. SSU have subsequently employed a local warehouse to manage their storage needs as a temporary measure whilst they wait for the development of the SDC. They anticipate up to 75% reduction of deliveries if the SDC is fully utilised by them. The UoS currently has an EngD researcher fellow and is recruiting MSC post graduates to assess their requirements for the SDC. UoS have offered some of the EngD researchers time to help SCC assess its requirements and help the Council manage its deliveries and storage in the most efficient and effective way.
10. Currently the tendering documents are being drafted and checked by the relevant sections of the Council and some external advisors too. The procurement process itself is expected to be completed by the end of Summer 2013 in order to comply with OJEU stipulations. The SDC is expected to be operational in the Autumn of 2013. The funding would run for two years from the date the SDC officially begins. SCC will begin promoting the SDC services to its partners and to organisations in and around Southampton for the period that the funding lasts.

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

11. There are no capital implications arising from this report at present. If additional funds through other future bids were secured then there may be scope for more environmentally friendly modes of transport (electric vehicles or natural gas vehicles etc).
12. The revenue costs to this project will be paid to the successful bidder for a period of two years and are taken from the LSTF revenue budget and are budgeted at £225,000 in total for the two year period.

## **Property/Other**

13. There are no property implications arising from this report except where there is a business case for the Council to utilise the SDC. In this case it could help free up space in its properties currently being used for storage, to be converted into offices, meeting rooms or for strategic assessment of its use.

## **LEGAL IMPLICATIONS**

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

14. Section 1 of the Localism Act 2011 permits the Council to do anything any other person or body could do subject to any pre or post commencement limitations (none of which apply in this case).

### **Other Legal Implications:**

15. The contracting and/or grant mechanisms put in place will be structured to comply with public procurement legislation, equalities legislation and any relevant requirements in relation to State Aid. A State Aid Assessment has been commissioned for the SDC project and a review undertaken to identify mitigating actions against any potential risks. By undertaking a full EU procurement process and ensuring market value is paid for goods and services, there are no State Aid implications likely. However, this will need to continue to be monitored throughout the development of the project.

## **POLICY FRAMEWORK IMPLICATIONS**

16. The SDC will directly support the objectives of the City of Southampton Strategy, specifically:
  - Objective 3: *A dynamic business environment* - through increasing employment, supporting business growth and Gross Value Added (GVA); and
  - Objective 4: *An attractive, sustainable and stimulating environment* - through managing the transport challenges and opportunities including congestion, CO2 reduction and air quality
17. The SDC project aims as part of the LSTF project are consistent with the Council Plan 2011-14 and the Local Enterprise Partnership - helping to create jobs in the area and strengthening the economy through more efficient optimisation of the transport network.
18. The SDC aims as part of the LSTF projects are consistent with the Local Transport Plan 3 (LTP3), including contributions to the 14 objectives of the joint Strategy for Transport for South Hampshire (these are set out on page 8 of the LSTF bid which is available upon request) and the Council's Low Carbon Strategy in reducing congestion, reducing CO2 and supporting the road and rail freight community to be more energy and resource efficient.
19. The LTP3 implementation plan includes a desire to implement all the measures proposed subject to funding. Now that the funding bids have been successful, the strategy agreed and inherent in it is significantly more likely to be achievable

**KEY DECISION? Yes**

<b>WARDS/COMMUNITIES AFFECTED:</b>	All Wards, particularly Bargate, Bevois and Portswood
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**SUPPORTING DOCUMENTATION**

**Appendices**

1.	None
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**Documents In Members' Rooms**

1.	Southampton Sustainable Distribution Centre Viability Study – by Mott MacDonald and Travel & Transport Research Ltd.
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**Equality Impact Assessment**

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	<b>No</b>
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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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# Agenda Item 11

<b>DECISION-MAKER:</b>	CABINET COUNCIL
<b>SUBJECT:</b>	ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME 2013/14 - APPROVAL TO SPEND
<b>DATE OF DECISION:</b>	19 MARCH 2013 20 MARCH 2013
<b>REPORT OF:</b>	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT

## CONTACT DETAILS

<b>AUTHOR:</b>	<b>Name:</b> John Harvey	<b>Tel:</b> 023 8083 3927
	<b>E-mail:</b> john.harvey@southampton.gov.uk	
<b>Director</b>	<b>Name:</b> John Tunney	<b>Tel:</b> 023 8091 7713
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## **STATEMENT OF CONFIDENTIALITY**

Not applicable.

## **BRIEF SUMMARY**

This report seeks approval to spend and provides details of the Environment and Transport Capital Programme in 2013/14.

The report seeks approval to variations to the Environment and Transport Capital Programme agreed at Council on 13<sup>th</sup> February 2013.

The report seeks approval to an addition of £5,309,000 to the Environment and Transport Capital Programme for the *Platform for Prosperity* scheme.

## **RECOMMENDATIONS:**

### **CABINET**

- (i) To approve capital variations, totalling £260,000 in 2013/14, to the Environment and Transport Capital Programme agreed at Council on 13<sup>th</sup> February 2013, as detailed in Appendix 4;
- (ii) To approve the addition of £293,000 to the Environment and Transport Capital Programme towards the legible bus networks project, to be funded from S106 developer contributions, as detailed in Appendix 4;
- (iii) To approve the addition of £510,000 to the Environment and Transport Capital Programme towards the unclassified roads scheme, to be funded from additional Local Transport Plan (LTP) Government Grant (£310,000) and Revenue funding (£200,000), as detailed in Appendix 4;

- (iv) To approve, in accordance with Financial Procedure Rules, capital expenditure of £7,706,000 in 2013/14 as detailed in Appendix 2, from the total Environment and Transport Capital Programme of £14,498,000 (excluding the *Platform for Prosperity* scheme); and
- (v) To note the detail of the projects within the Environment and Capital Programme for 2013/14 to be approved by this report, as set out in Appendix 3, including the completion of the major scheme to resurface Redbridge Roundabout.

## **COUNCIL**

- (i) To accept, subject to due diligence, the additional award of £5,309,000 of Regional Growth Fund (RGF) capital funding from Department for Business, Innovation and Skills (BIS) towards the *Platform for Prosperity* scheme. Acceptance would bring the total RGF award for this scheme to £10,904,000;
- (ii) To add an additional £5,309,000 to the Environment and Transport Capital Programme for the *Platform for Prosperity* scheme, funded by the RGF Government grant. This will bring the total budget for the *Platform for Prosperity* scheme to £12,349,000, to be funded by £10,904,000 from the RGF and £1,445,000 from the Council, as detailed in Appendix 5;
- (iii) To approve, in accordance with Financial Procedure Rules, capital expenditure for the revised total scheme of £12,349,000, which will now be phased £61,000 in 2011/12, £1,474,000 in 2012/13, £6,640,000 in 2013/14, £3,573,000 in 2014/15 and £601,000 in 2015/16;
- (iv) To note that Associated British Ports (ABP) is to increase its contribution to the complementary works to the *Platform for Prosperity* scheme within the port from £1,000,000 to £1,750,000; and
- (v) To note that there is a slight increase in the contractual obligation on the Council from BIS for the *Platform for Prosperity* scheme in the requirement to demonstrate job increases and potential claw back of monies, as detailed in Appendix 6.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. Financial Procedure Rules require that approval to spend is secured to enable the delivery of the Council's Capital Programme each year.
2. The details of the projects are included to provide Members with relevant information.
3. To amend the funding allocations in response to the latest Transport Asset Management priorities for road surfacing projects.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

4. The proposed programme is fully funded and is based on available funding levels.



5. A smaller programme than that proposed would undermine the essential support for the ongoing development of the City, fail to meet the objectives set out in the Local Transport Plan (LTP3), or deliver any noticeable improvement in the basic highway infrastructure.

**DETAIL (Including consultation carried out)**

6. The Environment and Transport Capital Programme for 2012/13 included the delivery of a number of high profile highway infrastructure schemes such as:
  - Detailed design and programming of Redbridge Roundabout planned maintenance project.
  - Commencement of detailed design for Platform to Prosperity Scheme.
  - Delivery of approximately 6 miles of surface treatment including roads in The Avenue, Stoneham Way and Bitterne Road West.
  - Delivery of approximately 8 miles of footway surface treatment including The Avenue, and pavements off Paynes Road.
  - Carriageway surfacing in Kendal Avenue, Above Bar Street / Poundtree Road and Lordswood Road.
7. The Council is continuing to invest in the highway and public realm infrastructure of the City to help offset the continuing deterioration of the City's roads and footways.
8. The Transport Asset Management Plan (TAMP) and Local Transport Plan (LTP3) have provided the priority for highways spend and the supporting transportation policies. Individual consultation will be undertaken on each project using the agreed consultation strategy.
9. Appendix 3 shows a list of road surfacing projects and details of other non roads schemes that will be carried out this year.
10. An additional £293,000 of S106 funds from developer contributions is to be added to the legible bus network project which will go towards improving every bus stop in the City, including upgrading bus stop poles flags and timetable displays. This will assist with delivering modal shift by improving this visible infrastructure.
11. An additional £310,000 of LTP Local Highways Maintenance Funding in 2013/14 was confirmed for Southampton in mid December 2012. This will be supplemented by £200,000 of revenue funding and used to implement highway improvements and measures specifically to assist less mobile pedestrians to prevent trips and falls on the network. This will reduce distress and the associated cost of injuries. It will help decrease demands on the health service and support independent living. This allocation has been added to the unclassified roads scheme.
12. The overall programme proposed for 2013/14 totals £14,498,000 (excluding the *Platform for Prosperity* scheme).
13. Appendix 1 shows how the programme is funded.
14. Appendix 2 shows the Block Headings and the proposed spend by scheme, showing where approvals to spend are required.
15. Appendix 3 shows scheme descriptions and individual projects to be approved as part of this report.

16. Appendix 4 shows the details of the variations and additions to the programme.
17. The Environment and Transport Portfolio Capital and Major Projects Board has an overarching responsibility for the delivery of the Environment and Transport Capital Programme whilst individual Boards manage the interface for delivery with the partner contractors, review progress and performance and reports exceptions.
18. All Projects in the programme are managed through the corporate Project Management System, "PM Connect" which facilitates the financial and timely delivery of individual projects within the overall programme. All projects will have an approved Project Initiation Document including authority to deliver, prior to commencement of any works.
19. In December 2012, the Government announced an additional contribution of £5,309,000 Regional Growth Fund (RGF) Grant towards the *Platform for Prosperity* Capital Project, as detailed in Appendix 6. This additional funding will enable the scope of the project to be increased to include comprehensive improvements along Town Quay, which will see the scheme implement a new dual carriageway from the Mayflower Roundabout to the Canute Road / Terminus Terrace junction. This larger project will require rephrasing to meet the Government's requirement on claiming the RGF grant by January 2015, which will require the completion on site by the end of 2014. A revised spend profile is attached at Appendix 5.

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

20. The Capital Programme for Environment and Transport Portfolio in 2013/14 (excluding the *Platform for Prosperity* scheme) will be £14,498,000. This is in line with the budget approved by Council on 13<sup>th</sup> February 2013, but with the addition of £293,000 of S106 funds from site specific development contributions, the addition of £310,000 in Local Transport Plan (LTP) Government grant, and the addition of £200,000 of revenue funding.
21. This capital expenditure can be fully funded as detailed in Appendix 1.
22. Some of this expenditure has been previously approved as indicated by the 'status of approval' column in Appendix 2.
23. This report seeks Cabinet approval to spend for capital expenditure of £7,706,000 in 2013/14, in accordance with Financial Procedure Rules and as detailed in Appendix 3.
24. Subject to no increase in maintenance levels, the ongoing revenue consequences of these schemes can be accommodated within existing budgets.
25. The scope of the Platform for Prosperity scheme will increase following the additional Government grant of £5,309,000. This report seeks to accept the award, add the funds to the Environment and Transport Capital Programme and provide approval to spend for the revised scheme, in accordance with Financial Procedure Rules, over a number of financial years as detailed in Appendix 5.

26. There is a slight increase in the contractual obligation on the Council from BIS in the requirement to demonstrate job increases and potential claw back of monies, as detailed in Appendix 6.

**Property/Other**

27. There are no property implications as a result of this report.
28. The ‘job target’ under the original *Platform for Prosperity* Scheme Grant Offer of £5,595,000 received in March 2012, was for an aggregate number of 196 full time jobs newly created and directly in connection with the project. The amended Grant Offer of £10,904,000 received in December 2012, is for an aggregated number of 250 full time jobs newly created and directly in connection with the project.

**LEGAL IMPLICATIONS**

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

29. Each Capital scheme will be delivered in accordance with a variety of Highways and Environmental legislation, including but not limited to:- the Highways Act 1980, Road Traffic Regulation Act 1994, Traffic Management Act 2004, and s.2 Local Government Act 2000 (having first had regard to the provisions of the Community Strategy).

**Other Legal Implications:**

30. Procurement of Schemes will be carried out in accordance with the Council’s procurement strategy, existing and newly procured partnership contracts and in accordance with National and European procurement legislation and directives. Design and implementation of schemes will take into account the provisions of s.17 Crime and Disorder Act 1998 and the impact of schemes on individuals and communities will be assessed against Human Rights Act 1998 and Equalities legislation provisions.

**POLICY FRAMEWORK IMPLICATIONS**

31. The Capital Programme is compatible with the objectives of the Community Strategy.
32. The City Council is a Local Transport Authority as laid down in the Transport Act 2000 and the Council’s relevant Policy Framework is the City of Southampton Local Transport Plan (LTP3).
33. The importance of the condition of the highway network in terms of defects, as well as its ability to assist in providing high quality transport for all modes, cannot be understated in terms of providing an indication of the health and vitality of the City. Increased investment by the Council can only signal to businesses and residents that Southampton is a location to invest and commit to. Getting this message clearly across to key stakeholders in the City will be a priority once the programme is approved.

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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## SUPPORTING DOCUMENTATION

### Appendices

1.	Environment & Transport Capital Programme – Sources of Funding 2013/14
2.	Environment & Transport Capital Programme – Approval to spend 2013/14
3.	Environment & Transport Capital Programme – Description of Schemes 2013/14
4.	Variations and additions to the Environment & Transport Capital Programme
5.	<i>Platform for Prosperity</i> - Revised spend profile
6.	<i>Platform for Prosperity</i> - Summary of variations to the scheme

### Documents In Members' Rooms

1.	The City of Southampton Local Transport Plan (LTP3)
2.	The City of Southampton Transport Asset Management Plan

### Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	Yes (An IIA will be prepared for the whole programme)
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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	

# Agenda Item 11

Appendix 1

## Environment & Transport Capital Programme

### Sources of Funding 2013/14 (excluding Platform for Prosperity scheme)

<b>FUNDING STREAM</b>	<b>APPROVAL TO SPEND SOUGHT - CAPITAL FUNDING 2013/14</b>	<b>PREVIOUS APPROVAL TO SPEND CAPITAL FUNDING 2013/14</b>	<b>TOTAL CAPITAL FUNDING 2013/14</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>
LTP Borrowing	0	0	0
LTP Government Grants	3,641	312	3,953
Prudential Borrowing	0	0	0
Council Resources	0	0	0
Council Borrowing	91	260	351
S106 Contributions	683	657	1,340
Other Contributions	0	0	0
Government Grants	170	5,563	5,733
Revenue	3,121	0	3,121
<b>Total Funding 2013/14</b>	<b>7,706</b>	<b>6,792</b>	<b>14,498</b>

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# Agenda Item 11

## Appendix 2

**ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME**  
**APPROVAL TO SPEND 2013/14 (EXCLUDING PLATFORM FOR PROSPERITY SCHEME)**

BLOCK	SCHEMES HEADING	CAPITAL EXPENDITURE 2013/14 £000	APPROVAL TO SPEND SOUGHT IN THIS REPORT £000	STATUS OF APPROVAL A/ U
<b>Active Travel</b>	Cycling Improvements	443	55	A/U
	<b>Active Travel Total</b>	<b>443</b>	<b>55</b>	
<i>(schemes that promote walking and cycling as active modes of travel)</i>				
<b>Improved Safety</b>	Improved Safety	67	67	U
	<b>Improved Safety Total</b>	<b>67</b>	<b>67</b>	
<i>(schemes designed to specifically reduce road traffic accidents and improve road safety)</i>				
<b>Public Transport</b>	Public Transport	4,402	330	A/U
	<b>Public Transport Total</b>	<b>4,402</b>	<b>330</b>	
<i>(schemes and initiatives to promote public transport usage)</i>				
<b>Parking</b>	Mscp 10 Yr Maint. Programme	91	91	U
	<b>Parking Total</b>	<b>91</b>	<b>91</b>	
<i>(schemes to improve the Councils multi storey car parks and ensure they are fit for purpose)</i>				
<b>Travel Planning</b>	Smarter Travel Choices	538	505	A/U
	<b>Travel Planning Total</b>	<b>538</b>	<b>505</b>	
<i>(schemes to influence travel behaviour)</i>				
<b>Accessibility</b>	Accessibility	334	235	A/U
	<b>Accessibility Total</b>	<b>334</b>	<b>235</b>	
<i>(schemes designed to improve access to services around the City)</i>				
<b>Highways Other</b>	Other Highways	60	60	U
	Highways Drainage	80	80	U
	<b>Highways Other Total</b>	<b>140</b>	<b>140</b>	
<i>(schemes to improve the highway that do not easily fall into other categories)</i>				
<b>Bridges</b>	Bridges Maintenance	464	464	U
	<b>Bridges Total</b>	<b>464</b>	<b>464</b>	
<i>(schemes to inspect, maintain and improve the Councils 200+ structures)</i>				
<b>Street Furniture</b>	Street Furniture	80	80	U
	<b>Street Furniture Total</b>	<b>80</b>	<b>80</b>	
<i>(schemes to replace and or enhance street name plates and barriers)</i>				
<b>Roads</b>	Classified Roads	1,120	1,120	U
	Unclassified Roads	1,872	1,872	U
	Principal Roads	480	480	U
	Redbridge Roundabout Scheme	800	800	U
	Highways Maintenance Risk Fund	60	60	U
	Roads Improvements	0	0	U
	<b>Roads Total</b>	<b>4,332</b>	<b>4,332</b>	
<i>(schemes to improve the network and infrastructure of the highway)</i>				

**ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME**  
**APPROVAL TO SPEND 2013/14 (EXCLUDING PLATFORM FOR PROSPERITY SCHEME)**

BLOCK	SCHEMES HEADING	CAPITAL EXPENDITURE	APPROVAL TO SPEND	STATUS OF APPROVAL
		2013/14	SOUGHT IN THIS REPORT	
		£000	£000	A/ U
<b>Network Management</b>	ITS	654	100	A/U
	<b>Network Management Total</b>	<b>654</b>	<b>100</b>	
<i>(schemes designed to keep the city moving)</i>				
<b>Public Realm</b>	Centenary Quay	302	0	A
	City Centre Improvements	1,282	1,177	A/U
	<b>Public Realm Total</b>	<b>1,584</b>	<b>1,177</b>	
<i>(schemes to improve the environment and street scene of the city)</i>				
<b>Street Lighting</b>	Street Lighting	30	30	U
	<b>Street Lighting Total</b>	<b>30</b>	<b>30</b>	
<i>(schemes to improve the standard of lighting and thus deter crime)</i>				
<b>Environment &amp; Sustainability</b>	Salix Energy Efficiency Measures	100	100	U
	Invest To Save - Building Control	48	0	A
	<b>Environment &amp; Sustainability Total</b>	<b>148</b>	<b>100</b>	
<i>(initiatives to modernise planning and support the Council's carbon reduction agenda)</i>				
<b>General Environment</b>	Weekly Collection Support Scheme	979	0	A
	Crematorium Major Works	212	0	A
	<b>General Environment Total</b>	<b>1,191</b>	<b>0</b>	
<i>(major environment projects)</i>				
<b>TOTAL</b>		<b>14,498</b>	<b>7,706</b>	

**Key:**

U - Unapproved - approval to spend sought by this report  
A - Approved - previously approved capital expenditure



**ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME  
DESCRIPTION OF SCHEMES 2013/14**

SCHEME HEADING	CAPITAL EXPENDITURE TO APPROVE BY SCHEME 2013/14 £000	COMPRISING THESE INDIVIDUAL PROJECTS	DESCRIPTION OF SCHEME
Cycling Improvements	55	Cycling - Cycle Parking On Street LSTF - Super Cycle Highways Lovers Walk Design	Measures to promote cycling, deliver improvements on site and ensure that quality monitoring is carried out.
<b>Active Travel Total</b>			
Improved Safety	67	Road Safety Partnership Improved Safety - Promotion etc	Contribution to the Road safety Partnership, engineering measures and safety promotion activities.
<b>Improved Safety Total</b>			
Public Transport	330	Traveline (PTI 2005) LSTF - Smart Ticketing LSTF - Bus Priority Corridors Southampton Strategic Bus Partnership	Development of information services Development of regional smartcards Improvements to bus service facilities Bus corridor improvements
<b>Public Transport Total</b>			
Miscp 10 Yr Maint. Programme	91	Emergency Repairs to MSCPs	Emergency Repairs to MSCPs
<b>Parking Total</b>			
Street Lighting	30	Street Lighting Minor Works	To allow delivery of low cost minor works improvements that fall outside of the main PFI Contract
<b>Street Lighting Total</b>			
Smarter Travel Choices	505	School Travel Incentives Personalised Journey Planning Travel Planning - Site Specific Advice LSTF Legible Bus Network	Measures to ensure safety around schools and promote sustainable travel choices. Incentives for business to produce voluntary travel plans Standardise & improve bus waiting stops and information
<b>Travel Planning Total</b>			

**ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME  
DESCRIPTION OF SCHEMES 2013/14**

SCHEME HEADING	CAPITAL EXPENDITURE TO APPROVE BY SCHEME 2013/14 £000	COMPRISING THESE INDIVIDUAL PROJECTS	DESCRIPTION OF SCHEME
Accessibility	235	Minor Schemes Programme Legible Cities Phase 2 LSTF - Legible Cities	<p>Low cost measures to resolve any minor defects in the city infrastructure</p> <p>Legible City signing in areas of the city centre not yet covered by the network</p> <p>Continued roll-out of Legible City signing in areas of the city centre not yet covered by the network</p>
<b>Accessibility Total</b>			
Other Highways	60	Other Minor Works	<p>To allow the delivery of low cost minor works improvements. These works will be to resolve areas identified as having drainage problems either through highway inspection of via the Surface Water Management Plan report.</p>
Highways Drainage	80	Highways Drainage	
<b>Highways Other Total</b>			
Bridges Maintenance	464	Bridges Western Approaches Rail Bridge – Bearing Maintenance	<p>Measures to inspect, maintain and improve the Councils 200+ structures</p> <p>Inspection and essential maintenance works</p>
<b>Bridges Total</b>			
Street Furniture	80	Road Restraint Systems Grit Bins Street Nameplates	<p>Projects to replace and or enhance street name plates, react to Grit Bin requests and improvements to the networks vehicle restraint systems</p>
<b>Street Furniture Total</b>			
Principal Roads	480	<p><b>Principal Roads</b></p> <p><b>Structural Repairs</b> - Comprising projects arising from increased deterioration of the Network following severe weather also to include repairs prior to any surface treatments programme</p> <p><b>Scrim lead projects</b> - To improve surface skidding resistance for all users. A cost effective method as opposed to resurfacing</p> <p><b>Surface Treatments</b> - Stoneham Way (City Boundary to Swaythling Arch (Inbound)), Romsey Road R about (Jct Brownhill Way/ Lordshill Way/ Romsey Road)</p>	<p>The road programme continues to reflect the need to maintain the structural integrity of the City wide highway network. The programme has been designed in line with the Transport Asset Management Plan (TAMP) principles.</p>

ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME  
 DESCRIPTION OF SCHEMES 2013/14

SCHEME HEADING	CAPITAL EXPENDITURE TO APPROVE BY SCHEME 2013/14	COMPRISING THESE INDIVIDUAL PROJECTS	DESCRIPTION OF SCHEME
	£000		

ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME  
DESCRIPTION OF SCHEMES 2013/14

SCHEME HEADING	CAPITAL EXPENDITURE TO APPROVE BY SCHEME 2013/14 £000	COMPRISING THESE INDIVIDUAL PROJECTS	DESCRIPTION OF SCHEME
Redbridge Roundabout Scheme Classified Roads	800 1,120	<p>Redbridge Roundabout (Full Extent )</p> <p><b>Classified Roads</b> Hill Lane (Winchester Road R/abt to 50m south of Hill Lane (Bellemoor Road, inc Jct Bellemoor Rd, to Radcliffe Road (Mount Pleasant Road to Union Union Road (Northam Road to Radcliffe Road) Rownhams Road (Jct Romsey Road to Thordike Rd Weston Lane (Wrights Hill to Scott Close) High Road (&amp; Porswood Road) (o/s 30 High Road to Porswood Road (opp Watrose to Alma Road) Woodmill Lane (Halstead Road to Forest Hills Drive) Mount Pleasant Road (Railway Crossing area)</p> <p><b>Surface Treatments</b> - Test Lane (Gover Road to City Boundary), Palmerston Road (Hanover Buildings to No.14 Palmerston Rd)</p>	<p>Major resurfacing scheme on gateway route into the City and port access</p> <p>The road programme continues to reflect the need to maintain the structural integrity of the City wide highway network. The programme has been designed in line with the Transport Asset Management Plan (TAMP) principles.</p>
Unclassified Roads	1,872	<p><b>Unclassified Roads</b> Kendal Avenue (Mansel Road West to Cuckmere Lane) Coxford Road (Jct Brightside Road to Rownhams Rd (inc Jct)) Norham Avenue (Dale Road to Malvern Road) Exleigh Close (Bitterne Road East to end of cul de sac) Eynham Avenue (Bitterne Rd East to o/s No. 25) Bitterne Road East (Service rd) (Bitterne Rd East - Nos 690 to 676) Barnes Road (O/S No 21 to end of cul de sac) Bassett Green Close (Bassett Green Drive to Bassett Green Road) Bassett Green Drive (part 1) (Bassett Green Drive to end of cul de sac) Bassett Green Drive (part 2) (Bassett Green Close to Bassett Green Road) <b>Surface Treatments</b> - Oaktree Road (Nursery Road to Woodmill Lane), Barnes Road (Upper Deacon Road to o/s No.21), Keats Road (Barnes Road to Eynham Avenue), Barnes Close (Bitterne Rd East Service Road to end of cul-de-sac), Marvin Way (Bitterne Rd East Ser</p>	<p>The road programme continues to reflect the need to maintain the structural integrity of the City wide highway network. The programme has been designed in line with the Transport Asset Management Plan (TAMP) principles. There is also additional investment in footways across the city in response to public demand to improve their condition, assist less mobile pedestrians and improve safety.</p>



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# Agenda Item 11

## Appendix 4

### VARIATIONS & ADDITIONS TO THE ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME

Block	Scheme No	Scheme Description	2013/14	2013/14	2013/14	2013/14
			Council Resources (LTP Govt Grants)	S 106	Revenue	Total Funding 2013/14
			£000	£000	£000	£000

<b>Variations to the Capital Programme</b>						
Roads	C7921	Principal Roads	-81		-39	-120
Roads	C8400	Roads Improvements	-100		0	-100
Street Furniture	C8800	Street Furniture	-20		0	-20
Highways Other	C7191	Other Highways	-20		0	-20
						-260
Roads	C8000	Classified Roads	-310		398	88
Roads	C8100	Unclassified Roads	451		-359	92
Roads	C8200	Highways Drainage	80		0	80
						260

**Net Capital Variations - Roads/ Street Furniture/ Highways Other**

**0**

#### **Additions to the Capital Programme - funded by additional LTP government grant and Revenue DRF**

Roads	C8100	Unclassified Roads	310		200	510
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#### **Additions to the Capital Programme - funded by additional S. 106 Developer Contributions**

Public Transport	C7161	Smarter Travel Choices		293		293
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**Total Additions to the Capital Programme**

**803**

#### **Memo: Following capital variation & addition this revises the capital schemes as below**

Roads	C8100	Unclassified Roads				1,320
Public Transport	C7161	Smarter Travel Choices				538

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# Agenda Item 11

Appendix 5

## Platform for Prosperity – Revised Spend Profile

Years ended (31 March)	2011/12	2012/13	2013/14	2014/15	2015/16	Total
	£000	£000	£000	£000	£000	£000
SCC	61	0	0	783	601	1,445
RGF (1)	0	1,474	4,121	0	0	5,595
RGF (2)	0	0	2,519	2,790	0	5,309
<b>Total capital expenditure</b>	61	1,474	6,640	3,573	601	<b>12,349</b>
<b>Cumulative expenditure</b>	61	1,535	8,175	11,748	12,349	

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## Platform for Prosperity – Summary of variations to the Scheme

1. On the 14 March 2012, Full Council considered a report on the *Platform for Prosperity* Improvement Scheme and gave necessary approvals to received funding from Department of Business and Skills (BIS) via the Regional Growth Fund (RGF) of £5.595m, commit the Council match funding of £1.445m and add all this to the Environment and Transport Capital Programme. On the 11 July 2012, Full Council considered a second report and gave necessary approvals to spend the funding.
2. On the 17 July 2012, Cabinet approved the outline design for the *Platform for Prosperity* scheme for proposals to:
  - Dual the carriageway along Platform Road from Town Quay to Canute Road, providing improved access to the Eastern Docks via Dock Gate 4.
  - Remove the existing gyratory system around Queen's Park and include environmental improvements to Queen's Terrace, through its downgrade to a local access route.
  - Undertake minor changes to Central Bridge, to reduce congestion for local eastbound traffic.
  - Undertake low cost improvements along Town Quay to address a shortfall in capacity.

The outline design also included proposals by Associated British Port (ABP) to create of an internal port link road from the existing Dock Gate 4 to a new Dock Gate 5, where Dock Gate 4 would become "in" only and Dock Gate 5 "exit" only.

3. The low cost improvement works along Town Quay and the internal port link road are additional elements to the scheme than was submitted under the original July 2011 bid to BIS. The need for these additional elements were identified through further micro simulation modelling. The modelling identified that although the original scheme, as submitted under the bid, improved capacity along Platform Road, it did not address a shortfall capacity along Town Quay or internally within the Eastern Docks.
4. No improvement works were included in the July 2011 bid submission for Town Quay, as it was anticipated that comprehensive improvements would be implemented as part of the Royal Pier Waterfront redevelopment.
5. In order to deliver the internal link road within the Port Estate, ABP is to increase their overall contribution from £1.0m to £1.75m, plus a further £130k annual commitment in increased revenue costs. The £1.75m covers the works cost alone and excludes the donation of ABP owned land required to deliver the scheme. It is now proposed that this will be purchased from ABP by the City Council using the RGF grant and / or SCC contribution, as approved by Cabinet on the 29 January 2013.
6. Once ratified by the elected Cabinet Member for Environment and Transport, the Council submitted a formal request to BIS for an increase in the current

RGF grant offer for the *Platform for Prosperity* scheme on the 03 December 2012. The request centred on securing additional funds to purchase third party land owned by ABP and further improvements to Town Quay. Two options were submitted; the first proposed an interim solution along Town Quay and the second was for a full solution.

The full solution to Town Quay proposed dualing the full length of carriageway between the High Street and De Vere Roundabout and included a new signalised junction at Dock Gate 7, as required for the delivery of the Royal Pier Waterfront redevelopment scheme. It was explained that this investment would significantly increase the likelihood of the redevelopment, by reducing its overall infrastructure costs and improving overall viability. It would also minimise disruption to the Port during the construction of the Royal Pier Waterfront scheme, by providing sufficient highway capacity in advance of the redevelopment works.

7. A Conditional Offer Letter was received from BIS on the 06 December 2012 for an increase in RGF grant of £5.309m. Acceptance by the Council would bring the total RGF award for *Platform for Prosperity* scheme to £10.904m. The additional grant, will allow the purchase of third party land and the delivery of a full solution along Town Quay.
8. The Conditional Grant Offer Letter has a claw back option and if the number of jobs created is less than predicted, over a nine year monitoring period, then there is a requirement to part repay the grant.

The 'job target' under the original Grant Offer of £5.595m received in March 2012 was for an aggregate number of 196 full time jobs newly created and directly in connection with the project. The amended Grant Offer of £10.904m received in December 2012 is for an aggregated number of 250 full time jobs newly created and directly in connection with the project. This means that the amount the Council would be required to repay for each job not created has increased from £28,546, under the original offer, to £43,616, under the amended offer.

9. A detailed public consultation and exhibitions of the full improvements to Town Quay will take place in Summer 2013. In advance of this, a number of key stakeholders have been consulted. These include ABP, Red Funnel, Open Space Interest Groups, Bus Operators and the developer for the Royal Pier Development, Morgan Sindall Investments Limited. Subsequent statutory consultation will take place in relation to Traffic Regulation Orders and proposed Open Space Changes.
10. Work to divert utilities' infrastructure will begin along Platform Road in March 2013 and will continue into the second quarter of 2013. This will be followed by major works to widen Platform Road, which are expected to last for a year and extend into the first quarter of 2014. Once the main works in Platform Road are complete and operational, Queen's Terrace will be closed as a through route, works will start on the public realm improvements along

Queen's Terrace and the major works to widen Town Quay will start. These improvements are expected to take a further nine months to implement and will be complete by the end of 2014.

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# Agenda Item 12

<b>DECISION-MAKER:</b>	CABINET
<b>SUBJECT:</b>	CITY CENTRE ACTION PLAN (PROPOSED SUBMISSION) AND CITY CENTRE MASTER PLAN (FINAL)
<b>DATE OF DECISION:</b>	19 MARCH 2013
<b>REPORT OF:</b>	CABINET MEMBER FOR RESOURCES

<b><u>CONTACT DETAILS</u></b>				
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## **STATEMENT OF CONFIDENTIALITY**

NOT APPLICABLE

## **BRIEF SUMMARY**

The City Centre Action Plan and Master Plan set out a strategy for how the city centre will evolve as a place. The Action Plan will form part of the development plan and allocates a wide range of sites for development; the Master Plan has a longer term horizon, sets out a visualisation of the approach and includes a more detailed design strategy.

## **RECOMMENDATIONS:**

- (i) To approve the City Centre Action Plan (Proposed Submission) as placed in the members' room.
- (ii) To approve the City Centre Master Plan as placed in the members' room, including as a material consideration in the determination of planning applications where it is consistent with the Action Plan.
- (iii) To delegate to the Head of Service for Planning, Transport and Sustainability (in consultation with the Cabinet Member for Resources) the power to make changes to the City Centre Action Plan and City Centre Master Plan; provided these do not affect the main policy direction of the Plans. Such changes to the Action Plan could be made prior to publication of the 'proposed submission' or 'submission' plan; or proposed during the public examination.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. To provide a clear development framework to encourage investment.
2. To ensure the efficient processing of the Plans through to examination.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. Not to prepare the Plans. This would fail to provide clear guidance. The Council has a statutory duty to prepare a development plan.

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

4. The City Centre Action Plan and Master Plan (the “Plans”) set out a development strategy for how the city centre will evolve as a place to 2026 and beyond. The Action Plan will form part of the development plan against which planning applications will be determined. It is consistent with the city wide Core Strategy which sets out both the strategic approach, and the overall development targets (as modified by the Partial Review). The Master Plan sets out a more detailed design strategy illustrating how the city centre could develop in the longer term, through a series of visual images. It is a vehicle to raise the profile of the city centre nationally, illustrating its investment potential.

5. The Plans set out the approach for different topics as follows.

#### A Great Place for Business

6. Aim: To focus economic growth and jobs on the city centre.
7. Offices: Major office development is promoted, particularly by the Central Station and at Royal Pier. Change in existing office areas is managed.
8. Industry: Protect some industrial areas whilst redeveloping others to promote regeneration. Protect the mineral wharves but recognise the strong regeneration opportunities should they be relocated.
9. Port: Manage the relationship between the city centre and the port, particularly in terms of traffic and adjacent residential development.

#### A Great Place to Visit

10. Aim: To enhance Southampton as a vibrant shopping and leisure centre.
11. Retail: Protect and enhance the existing shopping area, and in the longer term promote an expansion of this area when appropriate.
12. Bars / restaurants / casinos / night clubs: Where planning permission is required, premises open beyond 11pm should be focussed in ‘evening zones’ or ‘late night hubs’. (Any large casino proposal will be subject to a separate licensing process).

#### A Great Place to Live

13. Aim: To encourage a greater range of people to live in the city centre.
14. Housing: Identify sites to accommodate 5,450 homes as part of mixed use developments. Encourage the provision of some family homes and promote purpose built student accommodation.
15. Education: Support the provision of new schools in the city centre. In the longer term there is likely to be a need for a new secondary school in the city. Protect further and higher education sites.



### A Greener Centre

16. Aim: To create an attractive and environmentally sustainable centre.
17. Parks: Protect existing open spaces, allowing some reconfiguration where the quantity and quality of open space is retained. Identify the potential for new open spaces. Promote the 'greening' of connecting streets.
18. Renewable and Low Carbon Energy: Support appropriate new energy plants and encourage connections to the district energy network.
19. Flood Resilience: Facilitate the provision of a flood defence to protect the city centre as sea levels rise in the longer term; and ensure that development is appropriately designed (eg residential on upper floors).

### Attractive and Distinctive

20. Aim: To create distinctive buildings and places.
21. Design: Promote high standards of design (eg respecting the city's heritage and surrounding areas, enhancing the public realm, protecting key views).
22. Tall Buildings: Promote high quality tall buildings which respect their surroundings; enhance the skyline; and are focussed on the Station Quarter, Charlotte Place, Marsh Lane / Terminus Terrace, adjacent to the Central Parks, along the waterfront / Western Gateway, or on other appropriate sites.

### Easy to Get About

23. Aim: To minimise congestion and enhance the environment by promoting a shift from car use to public transport, walking and cycling.
24. Transport: Ongoing enhancements to the Central Station and surrounding public realm; to key bus stops; cycle routes; taxi provision; and the ferry terminal. Enhanced pedestrian links, including 'strategic links' connecting the Central Station, waterfront, shopping area and other key destinations. Remodelling major roads to create more pedestrian friendly 'city streets'. Green travel plans. Ensuring appropriate provision for cars, managing new car parking, encouraging a shift in 'non shopper' parking to the edge of the centre.

### Quarters and Development Sites

25. The Plans set out the approach for each quarter of the city centre, and for likely development sites. In general they promote a mix of uses, including residential, office, retail, leisure and restaurant / bar uses. Some of the sites are likely to be developed over the next few years, others in the longer term.
26. Station Quarter: Major development by an enhanced Central Station. New offices and a mix of other uses.
27. Western Gateway: A comprehensive redevelopment is only likely to occur in the longer term. In the short to medium term the Plan continues to support the existing or similar leisure / industrial uses. However the Plan also promotes a comprehensive redevelopment to provide a 'landmark' entrance to the city centre. This could include new office / leisure uses; and residential / hotel uses where appropriate. The Plan does not restrict such redevelopment to the longer term should a developer wish to bring this

forward at an earlier date.

28. Royal Pier Waterfront: High quality waterfront destination. Leisure, bar / restaurants, casino (subject to licence), speciality retail, office, residential, and hotel uses.
29. Heart of the City: Enhance the shopping area and in the longer term promote its expansion:
  - East Street Centre / Queens Buildings: Retail led uses including a superstore, with a mix of uses on upper floors. Improve links to St. Mary's.
  - Watermark West Quay: Visitor destination by town walls, including retail, leisure, bar / restaurant, offices, hotel and residential uses.
  - West Quay Western Site B: offices.
  - Asda / Marlands: Maintain a major retail / leisure destination to anchor the northern end of the shopping area, and create links through to the west.
  - West Quay Retail Park: Long term expansion of the shopping area.
30. Itchen Riverside: create new waterfront destinations.
  - Town Depot: Residential, leisure, bar / restaurant, marine employment, education and other uses.
31. Old Town: Protect and enhance the Old Town.
  - Fruit and Vegetable Market: Residential led mixed use development, linking the shopping area with the waterfront.
  - Bargate Shopping Centre and East of Castle Way: Retail led development which enhances the setting of the Bargate and Town Walls.
  - Albion Place / Castle Way car parks: new public open space, and new retail / residential development provided the Town Walls are respected.
  - 144 – 164 High Street: Retail led mixed use.
32. Cultural Quarter:
  - Northern Above Bar: create link from Guildhall Square to the Central Parks. A new arts complex, leisure, restaurants / bars, and other uses on upper floors.
  - Mayflower Plaza: Tall building, with residential or student and mixed uses.
33. University Quarter:
  - East Park Terrace: University led expansion with a mix of uses, and a positive relationship with the Central Parks.
  - St Mary's Road: Residential, student, leisure, community or other uses.
34. Holyrood / Queens Park: Protect the park and enhance Oxford Street.
  - Duke / Richmond / College Street: Residential, office, and employment uses.
35. Ocean Village: Continue to enhance the quarter as a waterfront destination.
36. St. Mary's: Ground floor premises of St Mary's Road (part) and Old Northam Road protected for shops and similar uses.
37. Bedford Place: Maintain existing bars, restaurants, shops and offices.

38. Delivery

The plan sets out a range of:

- Actions the Council should take (eg working with developers, marketing) or consider (use of its land, compulsory purchase powers, investment in infrastructure);
- Local people, developers and public agencies who will aid delivery;
- Potential funding sources (including the Community Infrastructure Levy).

39. Public Consultation

The Plans were published as drafts for public consultation early in 2012. Approximately 700 comments were made from 61 organisations (developers, landowners, public agencies, business and community groups). All these comments have been considered. A summary of the key responses is included in Appendix 1, and a full schedule of responses has been placed in the members' room. The main changes from the draft to the latest plan, as a result of these comments or internal discussions, are to introduce:

- A recognition that the Plans look not only to 2026 but beyond;
- More flexibility regarding the provision of office development;
- A policy on the Port;
- A policy on education provision;
- More emphasis on considering connections to the district energy network;
- More reference to water infrastructure;
- More clarity on controlling bars / restaurants / nightclubs and an acknowledgement that any casino on the southern end of Royal Pier may need to open for 24 hours;
- More protection for Town Quay Park as designated open space.

40. Programme for Preparing the City Centre Action Plan

This report seeks approval of the final City Centre Master Plan. The City Centre Action Plan must however follow a statutory process before it is adopted. The anticipated programme following Cabinet approval is:

- June / July 2013 – formal consultation on the Plan, supported by evidence (eg on the economy, retailing, open space, flood risk, transport and delivery).
- October 2013 – submission of the Plan.
- January 2014 – public examination of the Plan held by an independent planning inspector who will consider the representations made in June / July 2013.
- Summer 2014 – adoption of the Plan by full Council. Legally, the Council can only adopt the Plan if it follows the main changes made by the inspector. Therefore the decision sought in this report represents the last opportunity for the Council to shape the main aspects of the Plan.

41. Delegated powers are sought to make changes to the Plan. Some will arise as a result of the formal consultation or the inspector's comments. However, some can be anticipated now, and are likely to relate to detailed changes to:
- Address the results of the Sustainability Appraisal and Habitat Regulations, for example to acknowledge the Council will ensure that appropriate measures are put in place to mitigate effects on ecology designations (eg improving open space, managing traffic);
  - Incorporate and update the results of further studies on deliverability;
  - Include a section on monitoring the Plan.
  - The policy map (eg checking site boundaries).

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

#### **42. Capital**

Delivery of the Plans will mainly be achieved through private sector investment. However some projects, for example flood defence work, may be achieved in part through Council investment. Any requests for Council funding will be progressed through the normal approval process in line with the Financial Procedure Rules. This report does not commit the Council to any capital spending.

#### **43. Revenue**

The Plans are prepared within the existing planning policy budget.

### **Property/Other**

44. The Council owns an interest in a wide range of the sites allocated for development in this Plan.

## **LEGAL IMPLICATIONS**

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

45. The report is prepared in accordance with sections 16, 17 and 19 of the Planning and Compulsory Purchase Act, 2004

### **Other Legal Implications:**

46. Blight Notices: Some of the provisions of the Plan, for example the safeguarding of land for a flood defence, may require the Council to purchase land through the blight notice procedure. However, given the way this procedure is framed, the extent of this is likely to be limited for flood risk.

## **POLICY FRAMEWORK IMPLICATIONS**

47. The City Centre Action Plan will form part of the development plan. Planning applications will be determined in accordance with the Plan unless material considerations indicate otherwise.
48. The Master Plan will be a material consideration in the determination of planning applications where it is consistent with the Action Plan.

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bargate; Bevois; All.
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**SUPPORTING DOCUMENTATION**

**Appendices**

1.	Summary of Main Comments and Council's Response
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**Documents In Members' Rooms**

1.	City Centre Action Plan (Proposed Submission) including draft policy map
2.	City Centre Master Plan
3.	Schedule of Comments and Proposed Response

**Equality Impact Assessment**

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	Yes
--	-----

**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.	Draft Sustainability Appraisal	
2.	Public realm report (Jan Gehl)	

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# Agenda Item 12

Appendix 1

## A Brief summary of some of the main comments received and the proposed response

61 organisations made a total of approximately 700 comments. The brief summary below is intended to give an indication of some of the main comments. It is not comprehensive, and a full schedule of all comments made together with the proposed response has been placed in the members room.

	Comment	Officer Response
1	HSE / MoD – identify hazardous sites.	Agree – make reference to consultation requirements.
2	Business Solent / Future Southampton – a wide range of generally supportive comments and a request for more detailed discussions.	Welcome support and agree with the need for more detailed discussions on individual projects as they move forward. Following a further meeting some detailed amendments are being considered.
3	Chamber of Commerce – a wide range of comments, for example: focus on the existing shopping area first before westward expansion; there needs to be a full transport plan; marketing will be important; more specific forecasts needed for growth.	Broadly agree, more information is contained in the background evidence.
4	A range of developers – further evidence on deliverability is needed	Agree – this is in preparation and has informed the Plan as it evolves.
5	English Heritage – need to refer to heritage in vision	Agree
6	Southampton Action for Access – needs to be a reference to improving access for those with reduced mobility	Agree – amendments proposed
7	Southern Water / Environment Agency – include reference to the need for developers to fund local improvements to water infrastructure, to protect easements and to the Water Framework Directive.	Agree – amendments proposed
8	Southampton Solent University – the approach to offices on East Park Terrace and other sites is inconsistent.	Disagree – there is already flexibility, and offices are not sought if the site is predominately used for the University
9	LaSalle (City Industrial Estate) and Aviva (West Quay and Mountbatten retail parks) – more flexibility needed on the requirement to provide offices	Agree – amendments proposed

10	La Salle (Central Trading Estate) – more flexibility to promote the redevelopment of this estate	Disagree – Although the Plan doesn't phase redevelopment, it does recognise it is more likely to occur in the longer term. In the meantime, the site is in an appropriate location for industrial uses and provides a wider range of jobs.
11	ABP – need a policy to prioritise traffic access to the Port, prevent residential development on the Western Gateway.	Partially agree – policy proposed, but this needs to strike the right balance between the port and city centre interests, recognising the national importance of the port and the regional importance of the city centre
12	ABP – should recognise port uses can change and direct links / views to the City Cruise Terminal are inappropriate	Partially agree – amendments proposed
13	Tarmac / Hanson / Cemex – the mineral wharves should be protected	The mineral wharves are protected and clear references to the Minerals and Waste Plan are proposed. However if the wharves are relocated this will enable their redevelopment
14	ABP – should plan positively for the regeneration of the wharves	The Plan does set out a positive vision for the regeneration of wharves but it is important it recognises this is likely to be in the longer term and in the meantime it is important to protect the wharves for mineral use
15	Hammersons / John Lewis – concern over the scale and phasing of retail expansion	Detailed changes proposed although the principle of expansion at the right time is appropriate



16	Aviva – support retail expansion but there should be more certainty about where this can occur, the Mountbatten retail park should be included, and there should be more flexibility on phasing	The Mountbatten retail park is too detached from the main shopping area. The Plan promotes expansion adjacent to the main shopping area at the appropriate time. It is important to phase expansion to protect the existing shopping area.
17	LaSalle (City Industrial Estate) – this site is suitable for retail use.	The site is separated from the main shopping area. The standard edge / out of centre tests for retail development should apply
18	EBRA / SFRA – concern about late night uses and welcome the policy which controls them	Support welcome
19	Various – there should be more control of student accommodation, promotion of family housing, consideration of need for a secondary school	The Plan promotes purpose built student accommodation and the Council has introduced extra controls on HMOs. Family housing is supported in the city centre where possible. A new policy is introduced to support and help plan for new schools.
20	SCAPPS – the existing and new open space is not sufficient for the scale of new development; s106 / CIL money should be used to invest in open spaces.	Recent audits have shown sufficient park space, but deficient amenity green space. Policy approach protects existing spaces, proposes new open spaces, and seeks developer contributions.
21	Environment Agency – strongly support the approach to flood defences	Welcome support.
22	SCAPPS – there needs to be greater protection of views from the old town	Agree though some flexibility is needed – add protection for views from Bugle Street and / or French Street
23	SCAPPS / SFRA – various concerns about tall buildings, including adjacent to the Central Parks	Add reference to managing the relationship of tall buildings to the parks

24	Aviva – concerns about downgrading Western Esplanade	Added emphasis to transport modelling. The proposal will significantly enhance pedestrian access to the station whilst still enabling traffic to flow.
25	Southampton Cycling Campaign – various suggestions for improving cycling	Most of these measures are too detailed for the Plan but have been passed to the Council's transport policy team.
26	Business Solent - Underplays role of smaller sites	The Plan sets out general policies which will help guide smaller sites.
27	SCAPPS – object to replacement of Blychenden Terrace green space with new public squares in the absence of more detail	Add reference that new spaces should be green where possible
	Hammersons – object to retail at Station	Clearer reference to retail tests and ancillary retail
28	Friends of Town Quay Park / SCAPPS – object to any loss of the park	Strengthen protection of the park as designated open space
29	Southampton Solent University – more flexibility on uses at East Park Terrace, including scope for joint ventures	Agree
30	Old Northam Road Traders Association – object to flexibility to enable loss of retail premises; doesn't reflect the progress made	Agree - Amendments proposed to policy and supporting text.

<b>DECISION-MAKER:</b>	CABINET
<b>SUBJECT:</b>	CORE STRATEGY PARTIAL REVIEW (PROPOSED SUBMISSION)
<b>DATE OF DECISION:</b>	19 MARCH 2013
<b>REPORT OF:</b>	CABINET MEMBER FOR RESOURCES

<b><u>CONTACT DETAILS</u></b>			
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<b>Director</b>	<b>Name:</b>	<b>Dawn Baxendale</b>	<b>Tel:</b> <b>023 8091 7713</b>
	<b>E-mail:</b>	<b>dawn.baxendale@southampton.gov.uk</b>	

<b>STATEMENT OF CONFIDENTIALITY</b>
NOT APPLICABLE

### **BRIEF SUMMARY**

The Core Strategy was adopted in 2010 and sets out the strategic policies and development targets for the City. The Core Strategy Partial Review reduces the target for office development (2006 – 2026) from 322,000 sq m to 110,000 sq m and for retail development from 130,000 sq m to 100,000 sq m. This reflects the effects of the recession, of changing office working practices, and internet retailing. The Core Strategy Partial Review also incorporates the “presumption in favour of sustainable development” set out in the National Planning Policy Framework.

### **RECOMMENDATIONS:**

- (i) To approve the Core Strategy Partial Review (Proposed Submission) as placed in the Members’ rooms.
- (ii) To delegate to the Head of Service for Planning, Transport and Sustainability (in consultation with the Cabinet Member for Resources) the power to make changes to the Core Strategy Partial Review; provided these do not affect its main policy direction. Such changes could be made prior to publication of the ‘proposed submission’ or ‘submission’ plan; or proposed during the public examination.

### **REASONS FOR REPORT RECOMMENDATIONS**

1. To update the Core Strategy and provide a realistic basis for the City Centre Action Plan.
2. To ensure the efficient processing of the Plan through to examination.

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

3. Not to prepare the Partial Review. This would not provide a realistic basis for the City Centre Action Plan.

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

### Presumption in Favour of Sustainable Development

4. The Government finalised the National Planning Policy Framework (NPPF) in 2012. This introduces a 'presumption in favour of sustainable development'. The NPPF explains that sustainable development has 3 dimensions:
  - Economic – contributing to a strong economy by making sure sufficient development sites are identified.
  - Social – providing housing, in a good quality environment with the right services.
  - Environmental – protecting the natural, built and historic environment.
5. The Government and Planning Inspectorate advise that plans will not be found 'sound' unless they include a reference to the presumption. The Planning Inspectorate has recommended some 'model wording', and this has been included in the Core Strategy Partial Review.
6. In summary, the wording explains that the Council will take a positive approach which reflects the presumption in favour of sustainable development. It will work proactively with applicants to find solutions wherever possible. Proposals in accordance with the Council's Plans will be approved without delay unless material considerations indicate otherwise. If the Plans have no relevant policies, or they are out of date, the Council will grant permission unless the adverse impacts would significantly outweigh the benefits, or specific policies in the NPPF indicate otherwise.

### Office Targets

7. The Core Strategy was adopted in 2010 and sets out the strategic policies and development targets for the City as a whole. This included a target to deliver an increase of 322,000 sq m of offices in the City centre (2006 – 2026). Achieving this target would have led to a more than doubling of the office floorspace in the City centre.
8. The target was based on the Partnership for Urban South Hampshire's (PUSH) original South Hampshire Strategy (2009) which aimed to improve the area's economic performance and focus development on the two cities. The Strategy and target were based on economic forecasts undertaken in 2005, during the period of strong economic growth.
9. PUSH revised the South Hampshire Strategy in 2012. It still aims to achieve a significant improvement in economic performance, focussed on the two cities. However, it is based on updated economic forecasts undertaken in 2009. These take account of the recession and of changing working practices (eg working at home, 'hot desking', etc). The effect is to significantly reduce the office targets. Those for Southampton are reduced to a minimum of around 106,000 sq m, with the aim to achieve 162,000 sq m (expressed on a like for like basis).
10. It is proposed to amend Southampton's Core Strategy target, by reducing it to 110,000 sq m. This target reflects both the revised South Hampshire Strategy and a more detailed assessment of likely delivery on Southampton's sites. Whilst the reduction is significant, the new target still represents a 40%

increase in Southampton City centre's office floorspace. In addition, the effect of the changing working practices mean that more jobs are created for a given level of new office floorspace. It is estimated that the revised target for new office development still provides for a net growth of around 5,000 jobs. The updated economic forecasts indicate that a significant proportion of the new office development is likely to be occupied by business services. This will include for example: legal, accounting, marketing, and employment firms. It will also include consultancies, such as environmental / engineering consultants. Other occupiers are likely to come from the public, financial, health and marine sectors. Based on past experience, most space will be occupied by businesses already established in South Hampshire and seeking to expand, but some space will also attract inward investment.

11. The 110,000 sq m target is expressed as a net increase in office floorspace. This will require the development of a greater quantum of new offices to counteract the likely loss of some older office space. The target is anticipated to be met as follows:

	Sq M	For example:
2006 – 2012: Completions		
New offices	+51,500	Carnival HQ; Police HQ; One Guildhall Square
Losses	-5,000	
2012 – 2026: Future Development		
New offices	+133,300	Aqua; The Bond; Royal Pier; Station Quarter; Western Gateway
Losses	-66,000	Redevelopment of some older office areas
(Total)	(+113,800)	
Total (Rounded)	+110,000	

The target runs from 2006 to 2026 and 30% of the new offices needed have already been completed.

12. The new target provides a more realistic basis for the City Centre Action Plan. It ensures that the Action Plan does not seek unrealistic levels of office development on specific sites, which in turn could lead to a shortage of sites for other uses (particularly housing). The Action Plan still allocates sufficient sites to meet the full South Hampshire Strategy target of 162,000 sq m, but incorporates sufficient flexibility to judge development schemes in the light of the economic and commercial climate at the time a planning application is made.

13. The Core Strategy Partial Review target is based on an assessment of likely delivery and equates to the lower target in the South Hampshire Strategy. It should be noted that the South Hampshire Strategy target is based on forecasts undertaken in 2009. The level of overall economic growth since then has been less than these forecasts anticipated. This accounts for the difference between the lower and higher target in the South Hampshire Strategy. Therefore, the difference does not equate to unmet demand and so does not require the provision of additional office development elsewhere in South Hampshire. In any case the Action Plan allocates sufficient sites to meet the higher target if future delivery is greater than expected.

#### Retail Targets

14. The Core Strategy adopted in 2010 included a target to provide 130,000 sq m (gross) of 'non food' retail development in the City centre. This was based on retail forecasts undertaken in 2005 / 06. The forecasts were based on long term expenditure growth trends, rather than the particularly strong economic growth experienced at that time. However, the extent of the subsequent recession has reduced these long term trends downwards to some degree. The forecasts were also based on a market share for internet retailing of 1.3%; whereas the estimate at 2012 is that internet retailing has achieved a 14.3% market share. These factors have the effect of reducing the appropriate target for new retail development. In the light of a retail study undertaken for Southampton and Eastleigh Councils in 2011 and a focussed update undertaken by officers in 2013, the target should be reduced to 100,000 sq m. This space will be taken by a range of city centre retailers (eg clothing / footwear, department stores, electrical, etc). It is important that the target is realistic so that the City can plan for appropriate retail expansion without promoting excessive growth which would undermine the existing shopping area. The reduction in the overall target, and other changes, reduces the indicative need for expansion from around 95,000 sq m to around 80,000 sq m.

#### Public Consultation

15. The Partial Review was published as a draft for public consultation early in 2012. A small number of comments were received, generally supporting the reduction in the office target as realistic. A full schedule of responses has been placed in the Members' rooms. The main changes from the draft to the latest plan are to:
- Slightly reduce the office target from 120,000 sq m to 110,000 sq m, to reflect the latest circumstances;
  - Include the reduction in the retail target. This reflects comments received about the changing nature of retailing.

#### Programme

16. The Core Strategy Partial Review must follow a statutory process before it is adopted. The anticipated programme following Cabinet approval is:
- June / July 2013 – formal consultation on the Plan, supported by evidence (eg on the economy and office market).
  - October 2013 – submission of the Plan.

- January 2014 – public examination of the Plan held by an independent planning inspector who will consider the representations made in June / July 2013.
- Summer 2014 – adoption of the Plan by full Council. Legally, the Council can only adopt the Plan if it follows the main changes made by the inspector.

Therefore, the decision sought of Cabinet on 19<sup>th</sup> March 2013 represents the last opportunity for the Council to shape the main aspects of the Plan.

17. Delegated powers are sought to make changes to the Plan. Changes may be made prior to the formal consultation in June, or as a result of the representations received or the inspector’s comments. This is likely to include refinement of the 80,000 sq m figure referred to at the end of paragraph 14.

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

18. Capital: None.

19. Revenue: The Plan is prepared within the existing planning policy budget.

### **Property/Other**

20. None.

## **LEGAL IMPLICATIONS**

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

21. The report is prepared in accordance with sections 16, 17 and 19 of the Planning and Compulsory Purchase Act, 2004

### **Other Legal Implications:**

22. None.

## **POLICY FRAMEWORK IMPLICATIONS**

23. The Core Strategy Partial Review will form part of the development plan. Planning applications will be determined in accordance with the Plan unless material considerations indicate otherwise.

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bargate; Bevois; All.
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## SUPPORTING DOCUMENTATION

### Appendices

1.	None.
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### Documents In Members' Rooms

1.	Core Strategy Partial Review (Proposed Submission)
2.	Schedule of Comments and Proposed Response

### Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	Yes/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.	Draft Sustainability Appraisal	
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# Agenda Item 14

<b>DECISION-MAKER:</b>	CABINET MEMBER FOR CHILDREN'S SERVICES		
<b>SUBJECT:</b>	IMPLEMENTATION OF THE PROPOSED SPECIAL SCHOOLS, UNITS AND PUPIL REFERRAL UNIT FUNDING FORMULAS FOR 2013-14		
<b>DATE OF DECISION:</b>	19 MARCH 2013		
<b>REPORT OF:</b>	HEAD OF CHILDREN AND YOUNG PEOPLE STRATEGIC COMMISSIONING, EDUCATION AND INCLUSION		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>Chris Tombs</b>	<b>Tel:</b> <b>023 8083 3785</b>
	<b>E-mail:</b>	<b>Chris.tombs@southampton.gov.uk</b>	
<b>Director</b>	<b>Name:</b>	<b>Clive Webster</b>	<b>Tel:</b> <b>023 8083 2771</b>
	<b>E-mail:</b>	<b>Clive.webster@southampton.gov.uk</b>	
<b>STATEMENT OF CONFIDENTIALITY</b>			
None			

## **BRIEF SUMMARY**

The Department for Education (DfE) has notified all local authorities of its intention to reform school funding with effect from 2013-14. Special schools, special units in Primary and Secondary schools and Pupil Referral Units (PRUs) will no longer receive their funding under the previous local formula but instead funding will be based on a new "place plus" basis; the objective of which is to create a more simple, consistent and transparent funding system.

## **RECOMMENDATIONS:**

- (i) To approve the implementation of the new Southampton funding formula for special schools, special units and the Pupil Referral Unit with effect from 1 April 2013.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. The Department for Education has introduced new regulations to introduce school funding reform from April 2013. These require local authorities to develop a new funding formula for special schools, special units and PRUs to be funded from the High Needs Block of the Dedicated Schools Grant.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

2. All funding options were taken to the Schools Forum and a working group of head teachers and officers was set up. A number of different options were modelled and various alternatives were considered. Whilst these proposals are based on the recommendations of the Schools Forum, the final decision on the new funding formula lies with the Local Authority.

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

### **3. Special schools and units**

From April 2013, special schools will be funded on the basis of a flat (Department for Education defined) £10,000 per place plus a per pupil top-up. This is a major change to the current system where special schools have stability of funding per place. From next April, schools will only receive top-up funding for the actual numbers of pupils in their school. The DfE guidance recommends the use of a banded framework and it is proposed to use Southampton's current framework. The proposed framework has three place types for each school:

- Band 1
- Band 2 (1.5 x Band 1)
- Band 3 (2 x Band 1)

4. Funding will be based on the 2012-13 budget for each school plus new places, in order to avoid undue turbulence between schools.
5. In order to assess how much per-pupil-top-up is to be paid, each pupil has been assigned into one of the three Bands (special unit pupils are all assumed to be in Band 1). The Special Headteachers have undertaken an audit to do this, moderated by a Senior Educational Psychologist and SEND inspector.
6. New pupils will be assigned a place type by the Children and Young People's Development Service (CYPDS) Decision Panel, as part of the process of finalising the statement and agreeing provision. Special Headteachers have requested that this is dealt with separately from the general Panel discussions. This will be trialled in the summer term. Each pupil's place type can be reviewed as part of the annual review to ensure that it is still relevant.
7. Because special schools and units will be partially funded on the basis of pupil numbers, this will disadvantage schools that traditionally start with low numbers of pupils in September but build up to full complement during the academic year. As a response to this position,, it is proposed to introduce a vacancy factor which would increase a school's top-up funding to compensate for low numbers in the autumn term.

### **8. Pupil Referral Unit**

The PRU will be receiving a delegated budget for the first time in 2013-14, funded from the High Needs Block and payments from schools. The level of budget they will need will include all services delegated to other schools including finance, payroll, HR and ICT. Funding has been reworked as follows in line with DfE regulations:

- The PRU will be funded for 160 places.
- Each place will attract a base level of funding of £8,000 from the High Needs Block.

Top-up funding per pupil will be paid by the commissioner of the place (either the local authority or a school) on the basis of three place types – Band 1, 2 and 3.

9. It is proposed that top-up charges for placing pupils will be based on:
- Band 1 Primary placement (20 places at £100 per week)
  - Band 2 Secondary placement (110 places at £135 per week)
  - Band 3 Alternative Pathways placement (30 places at £16,439 per year)
10. Indicative funding amounts per Band are shown in Appendix A.

## RESOURCE IMPLICATIONS

### Capital/Revenue

11. Special School and the Pupil Referral Unit are funded from the High Needs Block of the Dedicated Schools Grant.

### Property/Other

12. None

## LEGAL IMPLICATIONS

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

13. The new Schools and Early Years Finance (England) Regulations 2013 and the Education Act 2010-12 direct the changes made by the new Schools Funding Reforms 2013-14.

### Other Legal Implications:

14. None

## POLICY FRAMEWORK IMPLICATIONS

15. The proposals set out in the report are consistent with the strategies and policy objectives set out in the Children and Young People's Plan (CYPP).

### KEY DECISION Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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## SUPPORTING DOCUMENTATION

### Appendices

1.	Proposed special schools, special units and PRU bands 2013-14
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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: - None

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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# Agenda Item 14

Appendix 1

## Proposed special schools, special units and PRU bands 2013-14

		Top up per Band 1	Top up per Band 2	Top up per Band 3
	<b>Special Schools</b>			
7035	Springwell School	£7,917	£11,875	£15,833
7036	Great Oaks School	£5,580	£8,370	£11,160
7037	The Cedar School	£7,795	£11,693	£15,590
7039	The Polygon School	£6,636	£9,954	£13,272
7040	Vermont School	£8,709	£13,063	£17,418
	<b>Maintained with Special Units</b>			
2435	Tanners Brook Junior School	£4,011		
2436	Tanners Brook Infant School	£6,460		
2462	Weston Shore Infant School	£3,056		
2771	Mason Moor Primary School	£0		
4270	Redbridge Community School	£4,953		
4311	Cantell Maths and Computing College	£0		
	New unit	£0		
	<b>Pupil Referral Unit</b>	£4,290	£5,265	£16,276

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