

# CABINET

Monday, 15th March, 2010  
Traffic Regulation Orders  
to commence at 2.00 pm  
Executive Business  
to commence at 5:00 pm

## CIVIC CENTRE

This meeting is open to the public

### Members

Councillor Samuels (Leader)  
Councillor Dean, Cabinet Member for Environment  
and Transport  
Councillor Hannides, Cabinet Member for Leisure,  
Culture and Heritage  
Councillor Moulton, Cabinet Member for Resources  
and Workforce Planning  
Councillor Smith, Cabinet Member for Economic  
Development  
Councillor White, Cabinet Member for Adult Social  
Care and Health  
Councillor Williams, P, Cabinet Member for  
Housing and Local Services  
Councillor Holmes, Cabinet Member for Children's  
Services and Learning  
Councillor Walker, Cabinet Member for  
Safeguarding Children and Youth Services

(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 (£200,000 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 Six Priorities**

- Providing good value, high quality services
- Getting the City working
- Investing in education and training
- Keeping people safe
- Keeping the City clean and green
- Looking after people

## **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 (Mondays)**

<b>2009</b>	<b>2010</b>
01 June	18 January
29 June	1 February
7 July	15 February
27 July	15 March
10 August	19 April
07 September	
28 September	
26 October	
23 November	
21 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.

### BUSINESS TO BE DISCUSSED

Only those items listed on the attached agenda may be considered at this meeting.

### RULES OF PROCEDURE

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

### QUORUM

The minimum number of appointed Members required to be in attendance to hold the meeting is 3.

### DISCLOSURE OF INTERESTS

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

### PERSONAL INTERESTS

A Member must regard himself or herself as having a personal interest in any matter:

- (i) if the matter relates to an interest in the Member's register of interests; or
- (ii) if a decision upon a matter might reasonably be regarded as affecting to a greater extent than other Council Tax payers, ratepayers and inhabitants of the District, the wellbeing or financial position of himself or herself, a relative or a friend or:-
  - (a) any employment or business carried on by such person;
  - (b) any person who employs or has appointed such a person, any firm in which such a person is a partner, or any company of which such a person is a director;
  - (c) any corporate body in which such a person has a beneficial interest in a class of securities exceeding the nominal value of £5,000; or
  - (d) any body listed in Article 14(a) to (e) in which such a person holds a position of general control or management.

A Member must disclose a personal interest.

Cont/...

## **Prejudicial Interests**

Having identified a personal interest, a Member must consider whether a member of the public with knowledge of the relevant facts would reasonably think that the interest was so significant and particular that it could prejudice that Member's judgement of the public interest. If that is the case, the interest must be regarded as "prejudicial" and the Member must disclose the interest and withdraw from the meeting room during discussion on the item.

It should be noted that a prejudicial interest may apply to part or the whole of an item.

Where there are a series of inter-related financial or resource matters, with a limited resource available, under consideration a prejudicial interest in one matter relating to that resource may lead to a member being excluded from considering the other matters relating to that same limited resource.

There are some limited exceptions.

Note: Members are encouraged to seek advice from the Monitoring Officer or his staff in Democratic Services if they have any problems or concerns in relation to the above.

## **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 PREJUDICIAL INTERESTS**

In accordance with the Local Government Act, 2000, and the Council's Code of Conduct adopted on 16th May, 2007, Members to disclose any personal or prejudicial 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

## **TRAFFIC REGULATION ORDERS: STARTING AT 2.00PM**

### **3 OBJECTIONS TO WAITING RESTRICTIONS OUTSIDE 278-282 BURGESS ROAD (TRO)**

Report of the Head of Highways and Parking Services detailing outstanding objections to proposed waiting restrictions outside 278-282 Burgess Road, attached.

### **4 PROPOSALS FOR PERMIT PARKING IN VINERY GARDENS, ST JAMES'S PARK ROAD, VINERY ROAD AND ST WINIFRED'S ROAD (TRO)**

Report of the Head of Highways and Parking Services detailing objections received to the design and or the implementation of a permit parking scheme at the above location, attached.

## **EXECUTIVE BUSINESS: STARTING AT 5.00PM**

### **5 STATEMENT FROM THE LEADER**

### **6 RECORD OF THE PREVIOUS DECISION MAKING**

Record of the decision making held on 15<sup>th</sup> February and 17<sup>th</sup> February 2010, attached.

**7 MATTERS REFERRED BY THE COUNCIL OR BY THE OVERVIEW AND SCRUTINY COMMITTEE FOR RECONSIDERATION (IF ANY)**

Report of the Chair of the Overview and Scrutiny Management Committee concerning a Call-in of Executive Decision NO:CAB 09/10 1800 Selection of Partners for Sport and Recreation Partnership, under Rule 12 of the Overview and Scrutiny Procedure Rules, attached.

**NOTE:**

Leader to move that in accordance with the Council's Constitution, specifically the Access to Information procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the confidential appendices to the item.

Appendices 2, 3 and 4 of the original decision report are not for publication by virtue of Categories 3 and 4 of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not considered to be in the public interest to disclose this information because the Appendices contain confidential and commercially sensitive information which would impact on the integrity of a commercial procurement process and the Council's ability to achieve 'Best value' in line with its statutory duties

**8 REPORTS FROM OVERVIEW AND SCRUTINY COMMITTEES (IF ANY)**

Report of the Chair of the Economic Wellbeing Scrutiny Panel detailing the Panel's inquiry and presenting its final report into Southampton's town and district centres for approval, attached

**9 EXECUTIVE APPOINTMENTS**

To deal with any executive appointments, as required.

**ITEMS FOR DECISION BY CABINET**

**10 AGREEMENT WITH HAMPSHIRE PARTNERSHIP FOUNDATION TRUST FOR PROVISION OF INTEGRATED LEARNING DISABILITY SERVICES**

Report of the Cabinet Member for Adult Social Care and Health, seeking approval to enter into a legal partnership with Hampshire Partnership Foundation Trust, attached.

**11 ACADEMIES CAPITAL PROJECT - PREFERRED BIDDER APPOINTMENT**

Report of the Cabinet member for Children's Services and Learning, seeking authority to select a preferred bidder and complete the procurement of a partner to develop and construct the Mayfield and Lordshill Academies, attached.

**NOTE:** This report is presented as a general exception item in accordance with paragraph 15 of the Access to Information Procedure Rules of Part 4 of the Council's Constitution, as it has not been included in the Council's Forward Plan.

**12 DETERMINATION OF ADMISSION ARRANGEMENTS FOR 2011/12 ACADEMIC YEAR**

Report of the Cabinet Member for Children's Services and Learning, seeking determination of the admission arrangements and Published Admission Numbers for community and voluntary controlled schools for 2011/12, attached.

**13 APPLICATION TO PLACE PLAY EQUIPMENT ON COMMON LAND AT FREEMANTLE COMMON AND PEARTREE GREEN**

Report of the Cabinet Member for Children's Services and Learning, seeking permission to apply to the Secretary of State to develop 23 play areas within the City, attached.

**14 EXCLUSION OF THE PRESS AND PUBLIC - CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM**

To move that in accordance with the Council's Constitution, specifically the Access to Information procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the confidential appendix to ITEM NO:15

Appendix 2 of this report is not for publication by virtue of Category 3 (Information relating to the financial or business affairs of any particular person including the Council) of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not considered to be in the public interest to disclose this information because this Appendix contains confidential and commercially sensitive information relating to the property interests potentially involved in this matter

**15 ROYAL PIER SITE**

Report of the Cabinet Member for Economic Development, seeking approval for the proposed future disposal and redevelopment of the Royal Pier site, attached.

**16 SAFE CITY PARTNERSHIP ANNUAL PLAN 2010/11**

Report of the Cabinet Member for Economic Development, seeking approval of the Safe City Partnership Annual Plan for 2010/11, attached.

**17 DISPOSAL OF LAND AT THORNHILL TO ENABLE REDEVELOPMENT FOR AFFORDABLE HOUSING**

Report of the Cabinet Member for Resources and Workforce Planning, seeking approval for the disposal of buildings to enable redevelopment of affordable housing, attached.

**18 THORNHILL PLUS YOU DELIVERY PLAN 2010/11**

Report of the Cabinet Member for Economic Development, seeking approval to endorse the Thornhill Plus You final Delivery Plan, attached.

**19 APPROVAL OF REVISIONS TO THE THORNHILL PLUS YOU SUCCESSION STRATEGY, AND TO ENDORSE THE 2010/11 DELIVERY PLAN**

Report of the Cabinet Member for Economic Development, seeking approval of changes in the Thornhill Plus You Succession Strategy, attached.

**20 ANNUAL REVIEW OF FEES AND CHARGES FOR THE ENVIRONMENT AND TRANSPORT PORTFOLIO**

Report of the Cabinet Member for Environment and Transport, seeking approval for the increase of fees and charges applicable to the services provided by the Environment and Transport portfolio, attached.

**21 PROJECT INTEGRA: ANNUAL ACTION PLAN 2010 - 2015**

Report of the Cabinet Member for Environment and Transport, seeking approval for the Project Integra Annual Action Plan 2010-15, attached.

**22 APPROVAL TO SPEND CAPITAL FUNDING ON ENVIRONMENT AND TRANSPORT PORTFOLIO SCHEMES IN 2010/11**

Report of the Cabinet Member for Environment and Transport, seeking approval of expenditure for schemes already included in the capital programme for 2010/11, attached.

**23 EXCLUSION OF THE PRESS AND PUBLIC - CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM**

To move that in accordance with the Council's Constitution, specifically the Access to Information procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the confidential appendix to ITEM NO: 24

Appendix contains information deemed to be exempt from general publication based on Category 3 of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not in the public interest to disclose this information because publication of this information could influence bids received for a property which may be to the Council's financial detriment.

**24 DISPOSAL OF LAND IN DERBY ROAD**

Report of the Cabinet Member for Housing and Local Services, in consultation with the Cabinet Member for Resources and Workforce Planning, seeking authority to dispose of land at Rope Walk, Derby Road, attached.

**NOTE:** Decision on this item was deferred from 18<sup>th</sup> January 2010 to enable further consultation.

**25 CENOTAPH MEMORIAL WALL**

Report of the Cabinet Member for Leisure, Culture and Heritage, seeking approval to carry out works on the West Park to implement the proposed Cenotaph Memorial Wall, attached.

**26 EXCLUSION OF THE PRESS AND PUBLIC - CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM**

To move that in accordance with the Council's Constitution, specifically the Access to Information procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the confidential appendix to ITEM NO:27

Confidential Appendix 1 of this report is not for publication by virtue of categories 3 and 4 of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not considered to be in the public interest to disclose this information because this appendix contains confidential and commercially sensitive information which would, if made public, be in breach of the confidentiality clause in the current contract and may impact on the integrity of any commercial procurement process and the Council's ability to achieve 'best value' in line with its statutory duties.

**27 SOUTHAMPTON GUILDHALL - MANAGEMENT CONTRACT EXTENSION**

Report of the Cabinet Member for Leisure, Culture and Heritage, seeking approval to extend the existing management contract, attached.

**28 PRICE REVIEW FOR LEISURE, CULTURE AND HERITAGE PORTFOLIO**

Report of the Cabinet Member for Leisure, Culture and Heritage, seeking approval for the pricing structure for the use of facilities and services within the Leisure, Culture and Heritage portfolio, attached.

**29 LEASE OF TOWER HOUSE, TOWN QUAY**

Report of the Cabinet Member for Resources and Workforce Planning, seeking approval for the grant of a new lease, attached.

**30 ARIADNE HOUSE, TOWN QUAY - RENEWAL OF LEASE TO THE COUNCIL**

Report of the Cabinet Member for Resources and Workforce Planning, seeking approval for the renewal of the lease, attached.

**31 EXCLUSION OF THE PRESS AND PUBLIC - CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM**

To move that in accordance with the Council's Constitution, specifically the Access to Information procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the confidential appendix to ITEM NO: 32

Confidential Appendix 1 contains information deemed to be exempt from general publication by virtue of Category 3 of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the constitution. Publication of this information could influence bids for a property which may be to the Council's financial detriment.

**32 THE PRINCIPLE AND DETAILED TERMS OF PROPERTY DISPOSALS UNDER THE PROPERTY DISPOSALS PROGRAMME**

Report of the Cabinet Member for Resources and Workforce Planning, seeking approval for the disposal of properties listed in the report, attached.

**33 CAR PARKING SPACES AT SECOND AVENUE, MILLBROOK -TO GRANT AN OPTION TO LEASE**

Report of the Cabinet Member for Resources and Workforce Planning seeking approval to grant a lease option following the expiry of the an existing lease, attached.

**NOTE:** This report is presented as a general exception item in accordance with paragraph 15 of the Access to Information Procedure Rules of Part 4 of the Council's Constitution, as it has not been included in the Council's Forward Plan.

**34 CITY CENTRE COASTAL FLOOD AND EROSION RISK STRATEGY STUDY-FUNDING**

Report of the Cabinet Member for Environment and Transport, detailing an increase in revenue budget to enable a grant to be claimed, attached.

**35 EXCLUSION OF THE PRESS AND PUBLIC - CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM**

To move that in accordance with the Council's Constitution, specifically the Access to Information procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the confidential appendix to ITEM NO:36

Appendix 1 is not for publication by virtue of Categories 3 and 4 of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not considered to be in the public interest to disclose this information because the Appendix contains confidential and commercially sensitive information which would impact on the integrity of a commercial procurement process and the Council's ability to achieve 'Best Value' in line with its statutory duties.

**36 ST MARY'S LEISURE CENTRE MANAGEMENT ARRANGEMENTS**

Report of the Cabinet Member for Leisure, Culture and Heritage, detailing proposals for future management of the St. Mary's Leisure Centre, attached.

**37 EXCLUSION OF THE PRESS AND PUBLIC - CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM**

To move that in accordance with the Council's Constitution, specifically the Access to Information procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the confidential appendix to ITEM NO: 38

Appendix 1 of this report is not for publication by virtue of category 3 (financial and business affairs) of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not considered to be in the public interest to disclose this information because this Appendix contains financial information disclosure of which would prejudice the Council's ability to obtain best value for public funds through procurement processes.

**38 BITTERNE PARK SIXTH FORM - APPROVAL TO ENTER INTO A CONTRACT**

Report of the Cabinet Member for Children's Services and Learning seeking approval to undertake the procurement process and enter into a contract to provide a sixth form at Bitterne Park School, attached.

**NOTE:** This report is presented as a general exception item in accordance with paragraph 15 of the Access to Information Procedure Rules of Part 4 of the Council's Constitution, as it has not been included in the Council's Forward Plan.

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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	OBJECTIONS TO WAITING RESTRICTIONS OUTSIDE 278-282 BURGESS ROAD (TRO)		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	HEAD OF HIGHWAYS AND PARKING SERVICES		
<b>AUTHOR:</b>	Name:	Roger Mortimer	Tel: 023 8091 7589
	E-mail:	roger.mortimer@southampton.gov.uk	

**SUMMARY**

There are currently two objections outstanding to a proposed "No Waiting at Any Time" restriction outside 280 and 282 Burgess Road, in association with a loading Bay outside the Tesco Express store at 278. A modified proposal that would satisfy these objectors has met with an objection from another party. The objections are now submitted to Cabinet for consideration and determination.

**RECOMMENDATIONS:**

- (i) To consider the outstanding objections to the proposed "No Waiting at Any Time" restriction and determine whether the length of this restriction should be 5m or 10m.

**REASONS FOR REPORT RECOMMENDATIONS**

1. To fulfil the Council's obligation to consult upon proposals and consider objections.
2. To enable the proposed loading bay to proceed together with an appropriate length of "No Waiting at Any Time" restriction.

**CONSULTATION**

3. The proposals were originally advertised through a public notice in accordance with the legal procedure for Traffic Regulation Orders and subsequent consultations were carried out by letter and e-mail with the interested parties.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

4. Locate the loading bay across the frontages of numbers to 280 and 282 without any additional "No Waiting at Any Time" restriction. This would save two parking spaces but would add to visibility problems at the vehicular access to Swaythling Methodist Church.

Do nothing -- this would not address potential safety and congestion issues or fulfil the aims of the delivery plan for the site.

**DETAIL**

5. On 18 February 2008, planning permission was given for the enlargement of the former One Stop convenience store at 278 Burgess Road, together with alterations to the shop front. Later that year, the enlarged premises were reopened as a Tesco Express and a proposal was advertised to introduce a loading bay outside the store together with a short length of "No Waiting at

Any Time" restriction, as shown on the attached plan PL01. This proposal had been prepared in accordance with a delivery plan agreed by the Council with the developer.

6. The bay would be reserved for loading and unloading by goods vehicles between 8 am and 1 pm every day, while serving as an unrestricted parking area the rest of the time. The purpose of the waiting restriction was to keep the area around the Methodist Church access clear of parked vehicles and to give easier access for delivery lorries to the parking bay.
7. Two objections were received to this proposal, from Mr W Sheppard of 280 Burgess Road and C R Bayley of 381, as shown in Appendix 1. Both objectors are concerned that the proposed "No Waiting at Any Time" restriction would make the shortage of parking for residents in this area worse than it already is. They do not object to the loading bay itself.
8. C R Bayley's objection includes a suggestion that this restriction should be reduced to leave a single parking space rather than taking away two as proposed. Officers considered that the concerns of both objectors were understandable and that the suggestion of shortening the proposed restriction (so as to leave a single car space between the end of the restriction and the loading bay) was a reasonable one. However, it would require further consultation with interested parties as it would be a departure from the advertised proposal.
9. Consultations were undertaken accordingly and no objection was received from Mr Sheppard. However, there was one from Mr P Tillotson, facilities manager of Swaythling Methodist Church, who lives at 282 Burgess Road adjacent to the church. The church's vehicular access also serves his address as well as the church's 15 space car park and his concerns are set out in Appendix 2.
10. He is opposed to any shortening of the proposed restriction unless it is accompanied by a loading ban, extending for some 30m in all across the front of the church to the existing bus stop. He feels that this would help to keep the church access clear and make the situation safer for drivers emerging from it. Without an additional restriction of this kind, loading and unloading for short periods on the yellow lines would not be illegal.
11. Such a loading ban formed no part of the advertised proposals and could not be implemented without a further Traffic Regulation Order. In a situation very close to a busy convenience store, it would require a constant enforcement presence to make it effective. In practice, that would not be feasible and the restriction would fall into disrepute. Officers consider the advertised proposal, but with a reduced length of "No Waiting at Any Time" as discussed above, to be the most appropriate response to the issues at this site.
12. The need for the loading bay is supported by recent comments from Tesco themselves in the light of experience at the site. They state that loading cages are currently being pulled up the hill to the store from outside the church. "This is some 30m extra distance across a church car park crossover, up a severe gradient. Cages can weigh up to half a tonne and are prone to roll away. Greater potential for accident with pedestrians and staff. This area is very heavily populated with pedestrians (students etc)." Delivery vehicles

currently wait on the double yellow lines and block visibility for the bus stop and its passengers, as well as cars exiting from the church car park. They are unable to wait outside the store because the parking spaces there are already full at the times when deliveries are taking place.

13. However, while some loading cages have a capacity of up to half a tonne, this sort of load is unlikely to be carried in practice on a gradient of this sort and the operators have a duty to ensure that any loads carried can be safely controlled.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

14. The cost of the proposal is estimated at £4000 and funding for that amount has been received from the developer.

### **Revenue**

15. None

### **Property**

16. None

### **Other**

17. None

## **LEGAL IMPLICATIONS**

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

18. The powers to make the proposed Traffic Regulation Order are given by the Road Traffic Regulation Act 1984.

### **Other Legal Implications:**

19. None.

## **POLICY FRAMEWORK IMPLICATIONS**

20. The proposals are consistent with the aims of the Local Transport Plan in addressing safety and congestion issues.

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	Objections to Proposed " No Waiting at Any Time " Restriction
2.	Objection to Reducing the Length of the Proposed "No Waiting at Any Time" Restriction
3.	Plan PL01

**Documents In Members' Rooms**

1.	None
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**Background Documents**

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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**Background documents available for inspection at:**

**KEY DECISION?**                      No

<b>WARDS/COMMUNITIES AFFECTED:</b>	Swaythling
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OBJECTIONS TO PROPOSED "NO WAITING AT ANY TIME"  
RESTRICTION

Objection from C R Bailey, 381 Burgess Road

I am writing to you regarding the changes to parking in Burgess Road. NO WAITING AT ANY TIME Burgess Road (South side) for 10 m outside No. 282 and part of 280 -- LOADING AREA FOR GOODS VEHICLES ONLY 8 am - 1 pm for 16 m outside 278 and part of 280.

Whilst I am fully aware of the safety situation concerning truck unloading at 278 Burgess Road it seems to us that all consideration has been given to the store owner (278) and none shown to the resident at 280.

We understand that it is not the responsibility of the Highway Department to furnish residents with parking bays but it is felt that given the length of highway being considered for change, 26 m (some 84 feet) that the NO WAITING area in front of Nos. 282 and 280 could be reduced to allow for at least one car space "box".

I hope this request will be given your full consideration.

Objection from W Shepherd, 280 Burgess Road

I am writing to appeal against the proposed double yellow lines to be put outside my house and No. 282. I have lived at this address for 35 years and this idea has never come up before. I cannot help thinking that the yellow lines are for the benefit of the Tesco store located next to my house.

I feel that little or no consideration has been made for the residents of parking in the area is difficult enough at the moment. The university staff and pupils use the road to park on as well as a nearby Doctors surgery staff and patients. The staff at the Tesco store also parked nearby, so there really is already limited parking, the addition of the yellow lines will just exasperate problem.

On a personal note I am a pensioner with a bad back and some difficulty walking and unconcerned that I will have to parked my vehicle long way down the road and walking distance to my home.

Many thanks for taking my concerns into account.

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Mr Tillotson's Objection to Reducing the Length of the Proposed "No Waiting at Any Time" Restriction

With regards the proposal in your attached email to only extend the yellow lines 5 meters I would only accept if they were backed up with double hips [blips?] on the kerb to make the area a no loading area.

I am aware from your email 21/11/2008 "The normal use of a loading ban is to maintain the flow of traffic along a busy thoroughfare and there could be some potential for it to fall into disrepute if it were applied to a very short length of road in the present situation." however I am also aware that the council has used loading bans on short sections elsewhere in the city (eg Westridge Road Portswood). The example section of road has a loading ban for approximately 30 metres - this is almost exactly the same distance as I am proposing - from the bus stop to the East of the drive to the point you mention 5 metres west. This would not only make Ken's [parking enforcement] teams job easier as there would be no need to wait 5 minutes to enforce, it would also reinforce the fact that once Tesco have the loading bay the only place they will be allowed under their planning to deliver to is the loading bay (I believe this was one of their original planning restrictions). I fear if the loading ban is not put in place then delivery drivers will see the loading bay full and will then park up on the double yellows as they have done for the last year- this fear is based on what has happened up until now -when Tesco have occasionally managed to get vehicles parked directly in front of their store. At least once a week they will have 2 vehicles delivering and occasionally they will have 3.. This makes it even more dangerous to exit the church driveway.

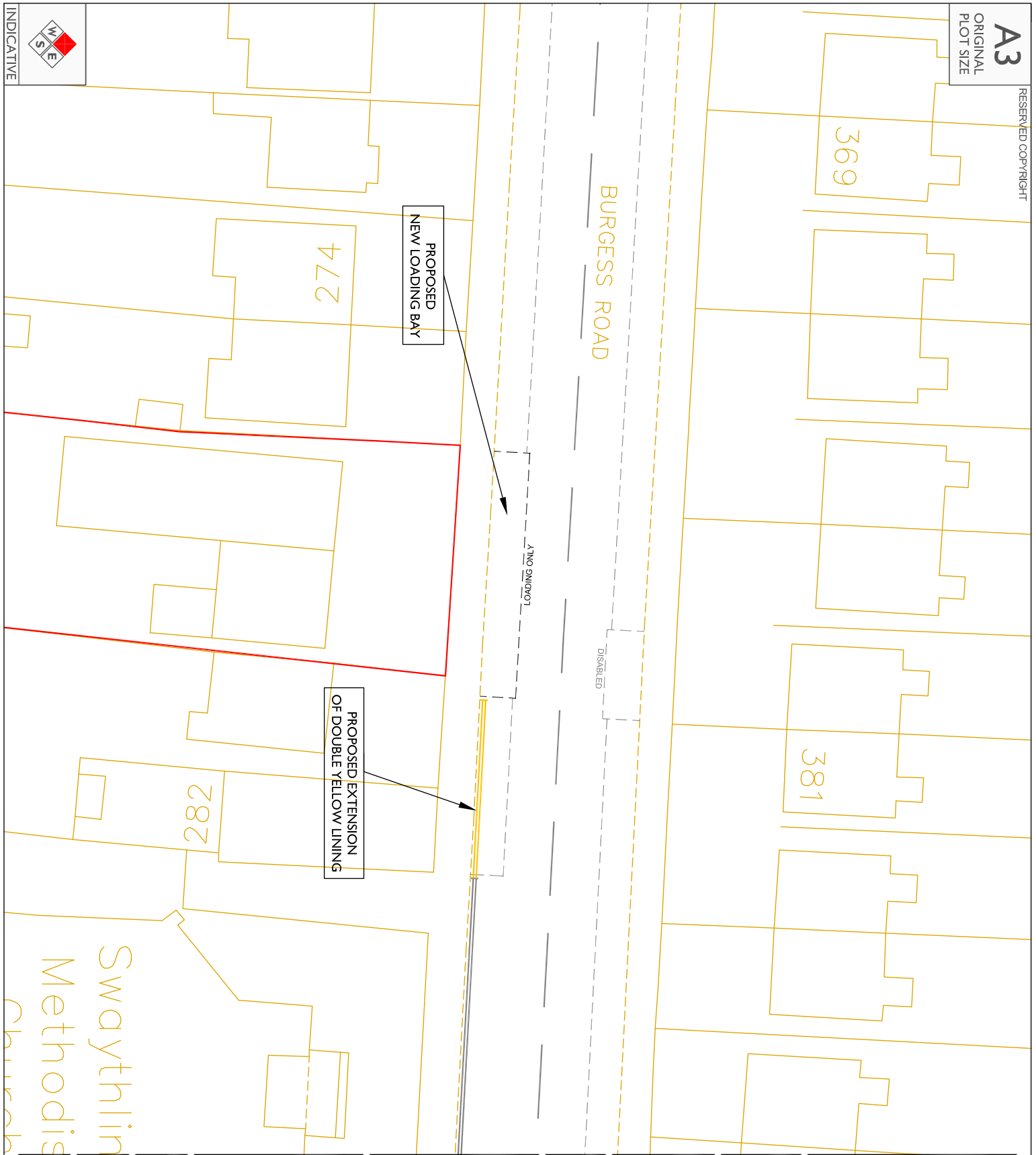
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INDICATIVE



NOTES:

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Rev	Date	Detail	Drawn By	Checked By
1				



56 Bridge Road East ■ Walsley Garden Ciry ■ Herefordshire AL7 1JU  
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CLIENT:

278 BURGESS ROAD SOUTHAMPTON

PROJECT:

TITLE:  
**PROPOSED LOADING FACILITY AND WAITING RESTRICTION AMENDMENTS**

STATUS: FOR INFORMATION

SCALE: 1:250	DATE: 15-05-07	DRAWN: NH	CHECKED: -
JOB NO: 0703-15	DRAWING NO: PLO1	REVISION: -	

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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	PROPOSALS FOR PERMIT PARKING IN VINERY GARDENS, ST JAMES'S PARK ROAD, VINERY ROAD AND ST WINIFRED'S ROAD (TRO)		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	HEAD OF HIGHWAYS AND PARKING		
<b>AUTHOR:</b>	Name:	Graham Muir	Tel: 023 8083 2337
	E-mail:	graham.muir@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

N/A

**SUMMARY**

A Traffic Regulation Order was proposed on 2<sup>nd</sup> October 2009 to introduce a permit parking scheme in St James's Park Road, Vinery Gardens, Vinery Road and St Winifred's Road following the development of 152 Winchester Road and to address previous concerns over commuter parking. These proposals were then revised to include restrictions with limited waiting provision in short sections of Vinery Gardens and St James's Park Road. Following a period of extended public consultation there are objections to this permit parking scheme and to the scheme design. The matter is therefore now being brought to Cabinet for decision.

**RECOMMENDATIONS:**

- (i) That the Cabinet consider and determine the objections to a permit parking scheme being introduced in this area.
- (ii) If a permit parking scheme is approved the Cabinet consider and determine whether an existing scheme design is approved for Vinery Gardens or whether the design is further amended subject to any due consultation

**REASONS FOR REPORT RECOMMENDATIONS**

1. To fulfil the Council's obligation to consult upon proposals and consider objections
2. To enable a permit parking scheme to be introduced if the objections are not upheld. The officers' view is that a permit scheme should be approved to restrict non-resident parking in the area. If a scheme is approved further submissions to the Department for Transport for signing authorisation may be required (pending a planned amendment to the Traffic Signs Manual).
3. With objections to the initial signing only scheme design (see Appendix 1) in Vinery Gardens, the design was revised (see Appendix 2). In response to a continued objection over the adequacy of limited waiting provision, a further standard permit scheme design was drafted (see Appendix 3). All three designs were then included in a survey of property occupiers in the immediate vicinity of Vinery Gardens to understand their views (see Appendix 6).

## CONSULTATION

6. The permit parking scheme was advertised in the Daily Echo and on street notices on 2<sup>nd</sup> October with a 21 day public consultation period
7. The period for consultation was further extended until 18<sup>th</sup> December 2009 in correspondence to residents and objectors dated 25<sup>th</sup> November 2009
9. An additional survey was carried out for property owners in the immediate vicinity of Vinery Gardens in January/February to obtain their views on three scheme designs to assist the Cabinet in deciding objections.

## ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

10. The sections of *permit parking only* with approved signing from the Department for Transport (DfT) cannot be amended to include a period of limited waiting. This is because the Traffic Signs Manual specifically states that this signing (without road markings) may only be used where parking is *solely for permit holders*.
11. Although a standard permit scheme with limited waiting (and marked parking bays) could be applied in Vinery Gardens, this would require no waiting at any time parking restrictions at the end of Vinery Road. As a number of residents expressed concerns over this in a survey undertaken in 2007, this option was not formally proposed by the Traffic Management team. It was however included in a survey undertaken for this report (see Appendix 6) which highlighted continued opposition.

## DETAIL

12. As part of the Section 106 agreement for the development of 152 Winchester Road (08/00758/FUL) for 63 dwellings, provision was made for a traffic regulation order for parking restrictions. As St James Park Road, Vinery Road and St Winifred's Road have been subject to a relatively high level of long stay commuter parking related to the General Hospital and Vinery Gardens was adjacent to the development the Traffic Management team proposed a permit parking scheme for the vicinity (see Appendix 1).
13. Given previous concerns from a number of residents over the loss of on-street parking with a standard residents' parking scheme (with marked parking bays), a *signing only* permit scheme was proposed.
14. In response to the public notice objections / concerns were received from the St James Chiropractic Clinic, St James Park Nursery and a resident over the absence of short stay parking. The residents were then consulted over a revised proposal (see Appendix 2) with short sections of limited waiting at the top of St James Park Road and Vinery Gardens. It is the objections to these revised proposals that are to be decided upon (see Appendix 3).
15. A resident of St James Close who objected to the original design sustained their objection for the following reasons:
  - the displacement of parking to other areas south of Winchester Road
  - that double yellow lines on the corners of St James Park Road / Vinery Road and St Winifreds Road would be a cheaper option
  - that the residents were aware of the parking situation when they bought the properties

16. A resident of Vinery Gardens objected to the proposed scheme on the following grounds:
- that the agreed parking provision for the development of 152 Winchester Road was insufficient and did not take into account numerous objections from residents
  - that in practice parking from the development will be displaced into Vinery Gardens outside of the hours the scheme operates causing significant issues for residents.
  - that while not wishing to cause the closure of St James Chiropractic Clinic most residents experience more problems with customers of the clinic than employees of the General Hospital
  - that the provision of two permits per household does not take into account that young adults are more now more likely to staying longer in the family home. Such family members should not be deterred from owning a car or risk theft or damage to their vehicle by being forced to park away from the neighbourhood.
17. The St James Chiropractic Clinic sustained an objection to the scheme on the basis that it would not provide anything like enough parking for patients, even if it were a dedicated provision, which it would not be. The Clinic requested that provision be made for 1 or 2 hour limited waiting parking on both sides of Vinery Gardens from the border of the clinic to the end of the road. In their view this would not produce any increased risk to road users or pedestrians and would sort out a difficult situation for all. This extended the requirement from the initial objection. The clinic has also provided two petitions with 400 signatures supporting the following statement:
- “We the undersigned object to the planned residents’ only parking restrictions in Vinery Gardens and request that the Council modify the plans to allow 1 ½ hour limited parking between Winchester Road and the first Houses in Vinery Gardens. We are patients of St James Chiropractic Clinic, some of whom travel long distances to receive this specialist care. Many of us experience health issues which affect our Mobility (otherwise we would not be coming to consult a chiropractic clinic). There are no other parking facilities available nearby, and by implementing these parking restrictions as they stand the Council would effectively be preventing many of us from accessing treatment that we consider significantly enhances our health and well-being”
- If this is interpreted as the first houses in Vinery Gardens from Winchester Road then the area is the similar to the restrictions in the revised proposals (see Appendix 2). The main point of difference being the provision of 10m of No Waiting at Any Time restrictions from the junction.
18. We have also included a letter from a resident from Vinery Gardens related to the points raised above making the follows views:
- That there is inadequate off-street parking provision at the St James Chiropractic Clinic and increasing number of their clients are parking in the evenings and on Saturdays in Vinery Gardens. The can cause problems coming home from work.
  - There is inadequate parking provision within the development of 152 Winchester Road

- That Vinery Gardens is also affected by commuter parking for the General Hospital
- That the Chiropractor is seeking to move premises so any specific provision for its clients would be money wasted.

19. **Officers Comments**

Any prospective permit parking scheme has to have a boundary and the risk of displacement is unavoidable. The scale and location of such displacement is more difficult to gauge and the scope of this proposed scheme remains in our view appropriate. The provision of permit parking to address significant levels of non-resident parking aligns with parking policy. Introducing only no waiting at any time restrictions would not reduce the level of non-resident parking. As the design and consultation is being funded from a section 106 agreement, the only variation in ongoing costs will be the permit administration which would not be significant in the context of the overall Coxford Area scheme. Otherwise whilst any requests for restrictions outside of the proposed scheme can be considered separately they would be outside the scope of this Cabinet decision, as they have not been subject to due public consultation.

20. The planning permission for 152 Winchester Road was decided by the Planning and Rights of Way Panel in September 2008 and is outside the scope of Cabinet decision making process.
21. The Coxford Zone 7 scheme operates 8am-6pm Monday to Friday. This is primarily designed to deter commuter parking. Extending the hours or days of operation within permit parking scheme may conflict with residents own visitor requirements (as the allocation of visitor permits is limited). As it is difficult to assess the need and extent of this, any such consideration would be better addressed as part of a 12 months review (if approved).
22. The existing Coxford Traffic Regulation Order allows an exceptional provision of three permits per household and this can be applied for existing occupiers to address this point.
23. The view from St James Chiropractic Clinic and its clients is that the limited waiting provision in Vinery Gardens is inadequate. There would be parking for 4 vehicles in the sections of limited waiting proposed, though this parking would be open to residents or their visitors to use as well. The petition of 400 signatures shows a high level of public support from the community the clinic serves. However this is a large client base to be serving without substantive off-street parking in a residential area and there are some resident views that this is causing some inconvenience. As we understand the practice is considering possible relocation, it is difficult to assess what provision would be appropriate.
24. A standard permit parking scheme (with marked bays) in Vinery Gardens could include a limited waiting provision for use by visitors to the clinic and residents. However given some residents have previously raised concerns over the associated loss of parking in the cul-de-sac from this scheme design, this was included within a survey to better understand the views of property occupiers. The main points from the survey (see Appendix 6) are summarised below:-

- a high level of support for a permit parking scheme in Vinery Gardens
- a preferred option of the initial signing only scheme design
- general support and acceptance for signing only scheme with a small provision for limited waiting.
- a high level of opposition to a standard permit scheme with limited waiting. some concerns over the period of operation for the scheme

In the circumstances the second signing only design (see Appendix 2) may be appropriate allowing some provision for limited waiting. This could then be reviewed after 12 months to take account residents experience of the scheme and any future pattern of non-resident parking that may develop as 152 Winchester is occupied.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

25. N/A

### **Revenue**

26. The cost of the TRO, consultation, road signing and permit issue is estimated to cost around £4.9K. A provision for this amount has been made as part of the Section 106 agreement funded by the developer.

### **Property**

28. N/A

### **Other**

29. N/A

## **LEGAL IMPLICATIONS**

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

30. The Road Traffic Regulation Act 1984 permits the introduction of the parking restrictions as set out in this report in accordance with a statutory consultation procedure set down in the Act and associated secondary legislation

### **Other Legal Implications:**

31. In preparing and determining the proposals set out in this report the Council is required to have regard to the provisions of Equalities legislation, the Human Rights Act 1988 and s.17 Crime and Disorder Act 1998 (the duty to have regard to the need to remove or reduce crime and disorder in the area). It is considered that the proposals set out in this report are proportionate having regard to the wider needs of the area.

## **POLICY FRAMEWORK IMPLICATIONS**

32. The proposals in this report are consistent with the Local Transport Plan 2006-11 policy on promoting sustainable travel and the Strategic Parking Policy

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	Map showing the initial proposed permit parking scheme (signed only) in St James's Park Road, Vinery Gardens, Vinery Road and St Winifred's Road
2.	Map showing the revised proposed permit parking scheme (signed only) with Limited Waiting at the entrance to Vinery Gardens and St James Park Road, together with a Limited Waiting (except Permit Holder) bay also at the entrance to Vinery Gardens
3.	Map showing a possible permit parking scheme with marked bays with a provision for 2H Limited Waiting in Vinery Gardens, together with a section of 1 H Limited Waiting
4.	Traffic Management letters positioning the Revised Proposals for the Permit Parking Scheme and the planned Vinery Gardens Survey
5.	Correspondence in relation to the objections
6.	Results of survey of Vinery Gardens on scheme design

**Documents In Members' Rooms**

1.	N/A
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**Background Documents**

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.	N/A
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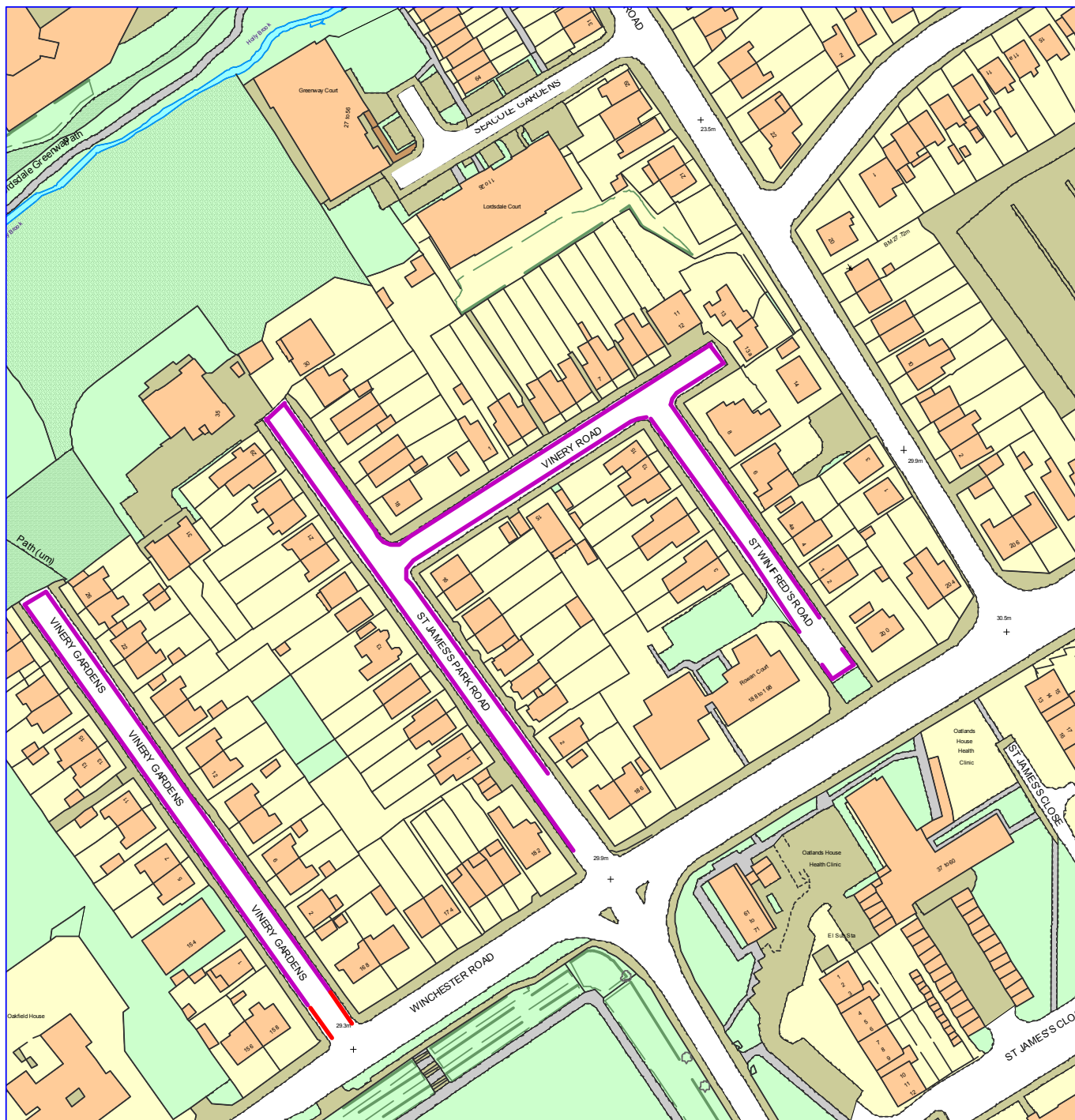
**Background documents available for inspection at:**

**KEY DECISION?** NO




<b>WARDS/COMMUNITIES AFFECTED:</b>	Shirley
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# Appendix 1: Map showing signing only Permit Parking scheme proposals for the St James's Park Road area including Vinery Gardens



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Key		Proposed No Waiting at Any Time parking restrictions	 NORTH
		Proposed Permit Holders Only Parking 8am-6pm Monday-Friday (signed only)	



Mick Bishop  
 Head of Highways and Parking  
 45 Castle Way  
 Southampton  
 SO14 2PD

Drawn by: Graham Muir

Date: 01.09.09

Drawing Title  
 Map showing proposed parking restrictions in  
 Vinery Gardens, St James's Park Road, Vinery Road  
 and St Winifred's Road

Scale: 1:1400

Plan No: GMCNB1

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Appendix 2: Map showing revised signing only Permit Parking scheme proposals for the St James's Park Road area including Vinery Gardens with small sections of limited waiting restrictions



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**Key**

- Proposed Permit Holders Only Parking 8am - 6pm, Monday to Friday (signed only)
- Proposed additional No Waiting at Any Time parking restrictions
- Proposed 1 Hour Limited Waiting 8am - 6pm, Monday to Friday
- Proposed 2 Hour Limited Waiting 8am - 6pm, Monday to Friday, Except Permit Holders



Mick Bishop  
 Head of Highways and Parking  
 45 Castle Way  
 Southampton,  
 SO14 2PD

**Drawing Title**

Map showing revised proposed parking restrictions in  
 Vinery Gardens, St James Park Road, Vinery Road  
 and St Winifred's Gardens

Drawn by: Graham Muir

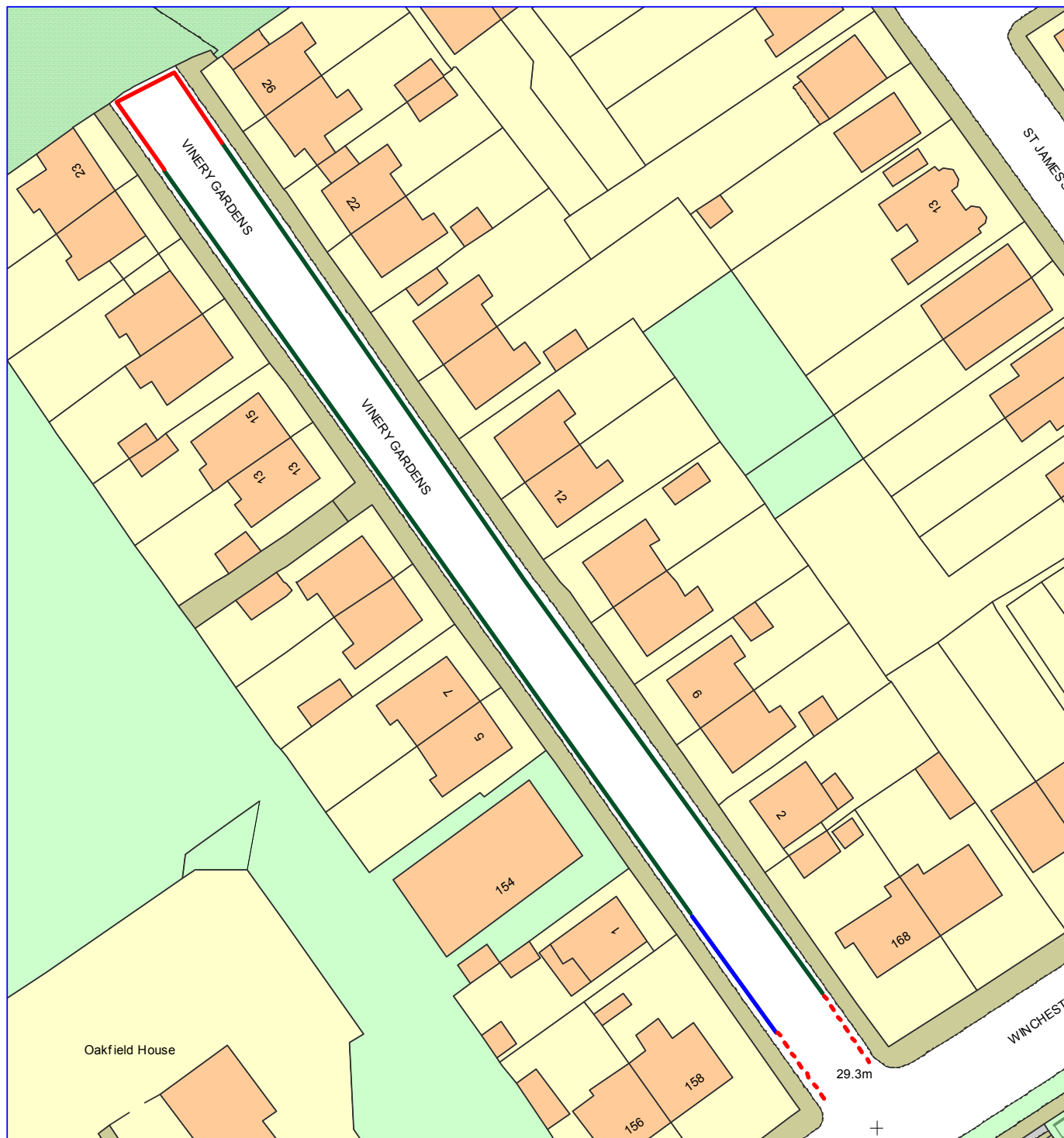
Date: 18/11/2009

Scale: 1:1200






Plan No: GMCNB2

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Appendix 3: Map showing a Permit Parking scheme with marked parking bays in Vinery Gardens drafted for a survey of residents' views over their preferred scheme design



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<b>Key</b>  No Waiting at Any Time restrictions proposed as part of any permit parking scheme  Possible additional No Waiting at Any Time parking restrictions that would be required with any standard permit parking scheme with marked parking bays  1 Hour Limited Waiting restriction, 8am to 6pm, Mon to Fri, with marked parking bay, proposed following the initial public consultation for a permit parking scheme in Vinery Gardens  Possible 2 Hour Limited Waiting (except Permit Holders), 8am to 6pm, Mon to Fri with marked parking bays presented for survey on scheme preferences	 <b>NORTH</b>



Mick Bishop  
 Head of Highways and Parking  
 45 Castle Way  
 Southampton  
 SO14 2PD

Drawing Title  
 Map showing possible standard permit parking scheme in Vinery Gardens

Drawn by: Graham Muir  
 Date: 15/1/2010  
 Scale: 1:600  
 Plan No: GMCVGdes3

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## Appendix 4: Traffic Management letters positioning the Revised Proposals for the Permit Parking Scheme and the planned Vinery Gardens Survey

**Highways and Parking  
Network Management**  
Southampton City Council  
45 Castle Way,  
Southampton SO14 2PD

Direct Dial: (023) 8083 2337  
Email: [graham.muir@southampton.gov.uk](mailto:graham.muir@southampton.gov.uk)  
Please ask for Graham Muir

Fax: 023 8083 3981  
Our Ref: HP/NM/GM/CC18/

25<sup>th</sup> November 2009

The Occupier  
Vinery Gardens, St James Park Road, Vinery Road, St Winifred's Road, Winchester Road (156-200)

Dear Sir / Madam,

### **Re: Proposed Permit Parking Scheme**

I am writing to provide an update to residents following our recent public notice advertising proposals for permit parking restrictions in the area. Although we would not wish to withdraw the proposals on the basis of objections received, there are a number of concerns that were raised that we wish to share with the community.

Many of the points raised were in respect of staff parking for the General Hospital. A particular concern was that residents should have been made aware of the measures the Trust is taking and planning in their Transport Strategy to improve travel arrangements and parking for the General Hospital. I have therefore included a copy of the latest Southampton University Hospital Trust (SUHT) Transport Strategy Briefing Note that summarises this work.

It would also be of benefit to confirm that these proposals for permit parking restrictions have been prompted by the development of 152 Winchester Road and its potential impact on the existing high level of on-street parking. Whilst we have used some of the comments from a previous survey of residents in 2007 in revising the design of the proposed parking restrictions, that survey is not in our view a current indication of residents' views over a permit parking scheme.

It has also been suggested that the Council may have a financial interest in introducing permit parking restrictions. Although the Council does openly raise revenue from a range of sources to help fund services, the current revenue raised from permits charges (where applicable) and penalty choices does not meet the full cost of operating resident parking schemes across the city. Otherwise the only financial consideration arises from the development at 152 Winchester Road contributing to the cost of any prospective traffic regulation order.

There are also concerns about how the absence of limited waiting facilities would impact on the operation of the St James Chiropractic Clinic and St James Park Nursery, together with any potential impact on the level of visitor parking, which we are sympathetic to. Although we are unable to include limited waiting restrictions with the area of the *signing only* permit restrictions, we have now amended the design for the proposed parking restrictions to allow some limited waiting parking at the entrance to St James Park Road and Vinery Gardens.

Whilst we would hope that you will find this amendment to the draft Traffic Regulation Order acceptable and the overall scheme appropriate, but if, for any reason you do not, and you now wish to object to the proposal you have right to do so. Your objection would then be placed before the Council's Cabinet for consideration and a decision (unless the proposal is withdrawn). **Should you wish to make an objection in this way, please write to me stating your reasons for doing so and making sure your letter reaches me no later than 18<sup>th</sup> December 2009.** Please note that in the event you wish to make an objection and request that it be considered by the Council's Cabinet body, any such correspondence may be included within a Cabinet report accessible by the public or be subject to disclosure under Freedom of Information legislation.

Otherwise we have been advised that there may be instances where bollards or other obstructions have been observed on the road apparently reserving parking. If this is the case it is contrary to the Highway Acts 1980 and we would request that residents refrain from this practice.

If you require any further information please contact me.

Yours faithfully

**Graham Muir,**  
Graham Muir, Traffic Engineer, Traffic Management

Appendix 4: Traffic Management letters positioning the Revised Proposals for the Permit Parking Scheme and the planned Vinery Gardens Survey

**Highways and Parking  
Network Management**

Southampton City Council  
45 Castle Way,  
Southampton SO14 2PD

Direct Dial: (023) 8083 2337

Email: [graham.muir@southampton.gov.uk](mailto:graham.muir@southampton.gov.uk)

Please ask for Graham Muir

Fax: 023 8083 3981

Our Ref: HP/NM/GM/CC18/

20<sup>th</sup> January 2010

The Occupier  
Vinery Gardens, Winchester Road (156-174)

Dear Sir / Madam,

**Re: Proposed Permit Parking Scheme**

Further to my letter of 11<sup>th</sup> January, I am writing to request resident views over the design of any prospective permit parking scheme in Vinery Gardens. The results from this survey may then assist the Cabinet of the Council in deciding whether the permit parking in Vinery Gardens proposals should proceed, be amended or withdrawn.

The background to this is an objection to our second permit parking design (with short sections allowing limited waiting at entrance to the road) and an associated request that the facility for limited waiting is extended to the remainder of Vinery Gardens. Unfortunately the Department for Transport regulations on *signing only* permit parking restrictions is that may only be used for Permit Holder parking only.

A third design for a scheme within Vinery Gardens has therefore been drafted for this survey. The main difference with this standard permit parking scheme is that whilst allowing limited waiting, these restrictions require marked parking bays and could not be extended to the area of the cul-de-sac. As we appreciate this was a concern for a number of residents in the survey undertaken in 2007, we wish to understand current resident views.

To assist residents I have also enclosed the preceding designs for comparison. Please can you therefore consider these scheme designs and complete the survey form for your household accordingly.

Please note the prospective design of the scheme would only be decided upon, if the Cabinet do not uphold objections to a permit parking scheme in this area.

As previously advised the Cabinet Meeting will be held at 2pm on 15<sup>th</sup> March in the Civic Chamber and will be open to the public. Contributions from the public may also be invited at the discretion of the Chair of the meeting.

If you require any further information or assistance please contact me.

Yours faithfully

**Graham Muir**

Graham Muir,  
Traffic Engineer, Traffic Management



8

**ST JAMES CHIROPRACTIC CLINIC**  
158 WINCHESTER ROAD, SHIRLEY, SOUTHAMPTON SO16 6UE  
TEL: (023) 8078 8111 FAX: (023) 8077 2764  
www.stjameschiropracticclinic.co.uk  
E-mail: wilchiro@btconnect.com

Mr M R Heath  
Solicitor to Council  
Southbrook Rise  
4 – 8 Millbrook Road East  
Southampton  
SO15 1YG

22nd October 2009

Dear Mr Heath

**Re: Proposed residents' only parking restrictions in Vinery Gardens**

I am writing to you to lodge my objections to the above scheme.

My chiropractic clinic has been at the junction of Winchester Road and Vinery Gardens for some 20 years. Over this time we have served thousands of local residents, as well as many people who travel significant distances to attend the clinic. I employ 7 staff, and have three associates who also work at the clinic. We have been extremely distressed to see the proposals for the whole area to be made into residents' parking, as if this were to go ahead it would effectively destroy my business. I will have to make staff redundant and I and my associates would also lose our own incomes. The city will also lose the specialist service provided by us.

As you can imagine many of our patients come here because of back pain and mobility issues and so are not able to walk far, and most of our staff simply could not get here by public transport. We also have a significant number of pregnant women, babies and very young children who are brought here for treatment and are also not able to be carried or walk very far. We carried out a survey over several days that showed the vast majority of our patients do come to the clinic by car.

There are very limited spaces available already, which sometimes causes our patients significant problems. Parking issues have become progressively worse here during the past 5 years, although for the previous 15 years there was not a problem. We have often had 4 or 5 patients parking outside of the clinic and there was enough room for them to do so. Since the policy limiting suitable hospital staff parking was introduced we have many hospital workers parking all day in Vinery Gardens and the surrounding roads. The current development of 152 Winchester Road, which is creating 63 units of accommodation with between 2 and 4 bedrooms each and only 36 parking spaces, has made the residents fearful that there will be no parking spaces available at all in the area.

Page 1 of 2

**SIMON BILLINGS**  
M.Sc., D.C., M.C.C.

**STEPHEN P WILLIAMS**  
D.C., D.I.C.S., F.I.C.S., F.C.C.(paed), F.C.C.(cranio), F.B.C.A.

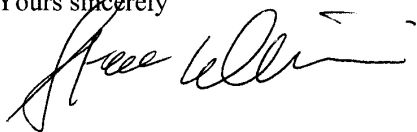
**CLARE EWIN FISHER**  
B.Sc.(HONS), M. CHIRO., D.C.,

I feel that I am stuck in an extremely difficult situation here, which I did pre-empt about 2 years ago, by proposing (along with my neighbour Mr Giany on the opposite side of Vinery Gardens) to the council that the road was made residential parking up to our properties, and then the end was restricted to limited waiting time of one hour. This would mean that hospital workers and residents would not park there and it would still enable us to serve the community. If a restricted parking scheme is approved, I would request in the strongest possible terms that it includes a realistic limited waiting element of this sort, so that the needs of the residents for exclusive parking and those of my practice would both be met.

I am enclosing a signed petition of some 200 signatures or so that have been collected by the Practice during the last couple of weeks from patients visiting the clinic and staff. This number only represents a small proportion of our patient base, as we did not have a chance to mention this to some of the people who came to clinic and there are very many more patients who come less frequently than once a month. I hope that this gives some added weight to my objection, as well as an indication of just how many people will be detrimentally affected should this proposal be approved as it currently stands.

I look forward to receiving the Council's response to my objection in due course.

Yours sincerely



Dr Steve Williams  
DC, DICS, FICS, FCC (paed), FCC (cranio), FBCA

C.c. Mr Roger Mortimer, Principle Officer for Traffic Management  
Southampton City Council, Civic Centre Road, Civic Centre  
Southampton, SO14 7LY

## Appendix 5: Correspondence in relation to objections

Copy of email attached to correspondence from St James Chiropractic Clinic (22<sup>nd</sup> October 2009)

### **Email received 21.10.09**

Thank you for reply. I would have no problem in supporting your request for limited waiting. Your clinic and your employees are a valuable service to many people and I am in favour of compromise in order to help residents and your patients. You may forward this to whomsoever you are in contact with on this matter. best wishes on a reasonable outcome.

Regards  
Edwina Cooke  
Shirley Ward Councillor  
Southampton City Council  
Telephone Number:-023 80774672  
Email - [councillor.e.cooke@southampton.gov.uk](mailto:councillor.e.cooke@southampton.gov.uk)

This email is confidential but may have to be disclosed under the Freedom of Information Act 2000, the Data Protection Act 1998 or the Environmental Information Regulations 2004. If you are not the person or organisation it was meant for, apologies, please ignore it, delete it and notify us. SCC does not make legally binding agreements or accept formal notices/proceedings by email. E-mails may be monitored.

## Appendix 5: Correspondence in relation to objections

**Highways and Parking  
Network Management**  
Southampton City Council  
45 Castle Way,  
Southampton SO14 2PD

Direct Dial: (023) 8083 2337  
Email: [graham.muir@southampton.gov.uk](mailto:graham.muir@southampton.gov.uk)  
Please ask for Graham Muir

Fax: 023 8083 3981  
Our Ref: HP/NM/GM/CC18/

Dr Steven Williams  
158 Winchester Road  
Southampton  
SO16 6UE

25<sup>th</sup> November 2009

Dear Dr Williams,

### **Re: Parking Proposals St James Park Road Area**

Thank you for your letter and petition objecting to the proposals for permit parking restrictions in the area of St James's Park Road. I have enclosed a general letter to residents highlighting the main points from the consultation and responded to the points you have raised below.

We are sympathetic to the position of St James Chiropractic Clinic and appreciate the services it provides to the community. On this basis we have amended the design of the scheme to provide limited waiting facilities at entrance to Vinery Gardens. The restriction at the side of your property would be 1 hour Limited Waiting 8am to 6pm Monday to Friday and the restriction opposite would be a 2 Hour Limited Waiting except Permit Holders 8am to 6pm Monday to Friday in order that it could also be used by residents and their visitors, if required. I hope that this addresses a significant part of your concerns, if the scheme is approved.

The proposed scheme has been prompted by the development of 152 Winchester Road and with the current high level of mid-week on-street parking in the vicinity we remain of the view that a permit parking scheme is the best approach to protect the community from excessive non-resident parking.

Therefore whilst appreciating the points you have raised, with the amendment we have made, I have concluded that reasons for proposing these restrictions are still valid and I regret that I am unable to uphold your objection. I hope that you will find this decision acceptable, but if, for any reason you do not, and you still wish to make an objection, you have right to do so. Your objection would then be placed before the Council's Cabinet for consideration and a decision (unless the proposal is withdrawn). **Should you wish to make an objection in this way, please write to me stating your reasons for doing so and making sure your letter reaches me no later than 18th December 2009.** Please note that in the event you wish to make an objection and request that it be considered by the Council's Cabinet body, any such correspondence may be included within a Cabinet report accessible by the public or be subject to disclosure under Freedom of Information legislation.

If you require any further information please contact me, otherwise I have included a map of the revised proposals for the scheme.

Yours sincerely

**Graham Muir**

Graham Muir  
Traffic Engineer, Traffic Management

**If you would like this letter sent to you in another format or language, please contact the number at the top of this letter.**

Appendix 5: Correspondence in relation to objections

**ST JAMES CHIROPRACTIC CLINIC**  
158 WINCHESTER ROAD, SHIRLEY, SOUTHAMPTON SO16 6UE  
TEL: (023) 8078 8111 FAX: (023) 8077 2764  
www.stjameschiropracticclinic.co.uk  
E-mail: wilchiro@btconnect.com

Mr G Muir  
Traffic Engineer, Traffic Management  
Highways and Parking Network Management  
Southampton City Council  
45 Castle Way  
Southampton  
SO14 2PD

8th December 2009

Dear Mr Muir

**Re: Parking Proposals St James Park Road Area, Vinery Gardens**

Thank you for your letter dated 25th November regarding the above.

Whilst I appreciate that you have incorporated 1 hour and 2 hour waiting at the end of Vinery Gardens, this would only give the provision for three or possibly four cars to park because you have 'chopped off' some of the space that is currently used at the Winchester Road end of Vinery Gardens. The proposed 1 hour allocation on my side of the road also runs across the existing dropped kerb and prevents the possible use of two on-site parking spaces in my clinic. Therefore I have no choice but to object to this revised proposal as it will not provide anything like enough parking for my patients, even if it were a dedicated provision, as of course other people will also be free to use it.

I would suggest that the proposal be amended to allow either one of two hour parking on both sides of Vinery Gardens from the boundaries of my and Mr Giany's properties to the end of the road, as is currently allowed. This will not produce any increased risk to road users or pedestrians and would sort out a difficult situation for all of us.

Since lodging our original objection, which included a petition from our patients, we have collected a further 200 signatures and are continuing to do so from other patients who attend the clinic less frequently.

Yours sincerely



Stephen P Williams  
DC, DICS, FICS, FCC (paed), FCC (cranio), FBCA

**SIMON BILLINGS**  
M.Sc., D.C., M.C.C.

**STEPHEN P WILLIAMS**  
D.C., D.I.C.S., F.I.C.S., F.C.C.(paed), F.C.C.(cranio), F.B.C.A.

**CLARE EWIN FISHER**  
B.Sc.(Hons), M. CHIRO., D.C.,

St James Chiropractic Clinic Limited Reg No. 4427785  
Members of the British Chiropractic Association  
Members of the Sacro-Occipital Technique Organisation - Europe  
Registered with the General Chiropractic Council

## Appendix 5: Correspondence in relation to objections

**Highways and Parking  
Network Management**  
Southampton City Council  
45 Castle Way,  
Southampton SO14 2PD

Direct Dial: (023) 8083 2337  
Email: [graham.muir@southampton.gov.uk](mailto:graham.muir@southampton.gov.uk)  
Please ask for Graham Muir

Fax: 023 8083 3981  
Our Ref: HP/NM/GM/CC18/

St James's Close  
Southampton  
SO15 5NB

25<sup>th</sup> November 2009

Dear

### **Re: Parking Proposals St James Park Road Area**

Thank you for your letters and photos of 15<sup>th</sup> and 19<sup>th</sup> October objecting to the proposals for permit parking restrictions in the area of St James Park Road.

Unfortunately any scheme of parking restrictions will have a boundary and may displace vehicles to neighbouring areas (though it may be difficult to predict the impact on particular roads). It has therefore been our approach to support communities that are most directly affected by excessive non-resident parking by proposing permit parking schemes, where appropriate.

We have also responded to your previous correspondence on this matter advising that we have forwarded your concerns over parking in St James Close to the Local Housing Office, in order that they can better represent the views of all the residents over whether any further restrictions should be proposed in this vicinity. You may also wish to discuss any particular parking arrangements during the period when renovation work is being undertaken with them.

In our correspondence to residents we have also requested that they refrain from leaving bollards or other obstructions on the highway, as you have highlighted, as this is contrary to the Highway Acts 1980.

Otherwise whilst appreciating the points you have raised, I have concluded that reasons for proposing these restrictions are still valid and I regret that I am unable to uphold your objections. I hope that you will find this decision acceptable, but if, for any reason you do not, and you still wish to make an objection, you have right to do so. Your objection would then be placed before the Council's Cabinet for consideration and a decision (unless the proposal is withdrawn). **Should you wish to make an objection in this way, please write to me stating your reasons for doing so and making sure your letter reaches me no later than 18th December 2009.**

Whilst we have noted and observed your request that your previous correspondence remains private, you may wish to note that in the event you still wish to make an objection and request that it be considered by the Council's Cabinet body, any such correspondence may be included within a Cabinet report accessible by the public or be subject to disclosure under Freedom of Information legislation.

If you require any further information in the interim, please contact me, otherwise I have included a map of the revised proposals for the scheme.

Yours sincerely

**Graham Muir**

Graham Muir  
Traffic Engineer, Traffic Management

If you would like this letter sent to you in another format or language, please contact the number at the top of this letter.

SHIRLEY  
SOUTHAMPTON  
SO15 5NB  
7-12-2009

## **I WISH TO OBJECT TO PERMIT PARKING**

**in**

**(St James Park Road, Vinery Road and St Winifreds Road)**

**Sir/**

**Having received your letter dated 25<sup>th</sup> November 2009 and your comments noted. It appears that you freely admit that you are happy to transfer the parking problem to other areas in which you will no doubt receive complaints from other House owners. May I take this opportunity with the greatest respect to propose that instead of carrying out proposed permit holder parking may I suggest that you instead provide double yellow lines on the corners of the following roads St James Park Road/Vinery Road and St Winifreds Road as I feel this would be a cheaper option for your department respectively.**

**With reference to Wheelie Bins they are still being used in the above Roads by the House owners to save A parking spot for themselves thus disregarding the information which you have provided to them please see photos. I may be wrong in saying this but I detect that as long as House owners are concerned as long as they can park there car/s they don't care where other people park their cars as long as there is a parking space for them ?.**

**May I add that as the persons in those roads who are buying their Houses they ultimately knew of the parking situation here before buying i.e. buyer beware and on that basis I Respectively suggest that the roads are left as they are apart From what I have suggested and I totally agree with the other works to be carried out by your Dept.**

**However I would like to pickup on a point in Your letter to me about contacting the Local Housing Office over parking at St James Close which I have done over the past couple of years for double yellow lines to be put at the entrance of St James Close to St James Road and this was not implemented by Caroline Megaven or by the Estate Warden Mrs A.Noyce at that time (Local Housing Office). Having taking the liberty myself to contact the S.C.C. Highways Dept this was implemented on the basis that should any large vehichles need to enter The Estate i.e. Emergency Vehichles, refuge and delivery lorries it would make it easier for access.**

**I would like to take this opportunity For other parts of the Close that is in front of Block 1-12 St James Close as there are Two nasty bends where cars have been parked on thus narrowing the road even further in the event of emergencies vehichles gaining entrance perhaps double yellow lines could also be Implemented here respectively please see photos.**

**YOURS FAITHFULLY**

## Appendix 5: Correspondence in relation to objections

Mr Graham Muir  
Highways and Parking, Network Management  
Southampton City Council  
45 Castle Way  
Southampton  
SO14 2PD

Our ref:

Your ref:

01 December 2009

### Re: Proposed Permit Parking Scheme

Dear Mr Muir

Further to your letter to residents of Vinery Gardens dated 25<sup>th</sup> November 2009, I write to you to register my objection to the proposed scheme on the following grounds.

1. During the planning process for 152 Winchester Road, numerous objections were raised that the level of parking provided was insufficient for the density of housing being constructed, particularly when the application was altered from one of sheltered housing to one of general housing. The upshot of that development will be that multiple car owners will migrate excess vehicles to Vinery Gardens during the uncontrolled hours of 6pm to 8am. There will then be issues of Vinery gardens residents like myself who return from work after 6pm not being able to park in front of our own homes and having to pay for the privilege of not being able to park there.
2. While I am glad that measures have been taken to not force the closure of the St James Chiropractic Clinic I and most other residents of Vinery Gardens experience more problems with inconsiderate customers of the clinic and their parking habits than we do employees of the General hospital.
3. Two permits per household may seem adequate given that it is not uncommon for each adult to own and run a car, however I like many others in this recession have to accept that young adults are now forced to stay in the family home longer. My own step son is about to take his driving test and yet because his mother and I require a car for work he will not be able to park in Vinery Gardens during the day. Is he to be forced to take his car to work even though he works in town on a direct bus route? Is he to be prevented from owning a car because we are only granted 60 visitors permits per year? Or is he to inconvenience other residents by parking somewhere else and risking damage or theft. Perhaps there will be ample space in 152 Winchester Road?

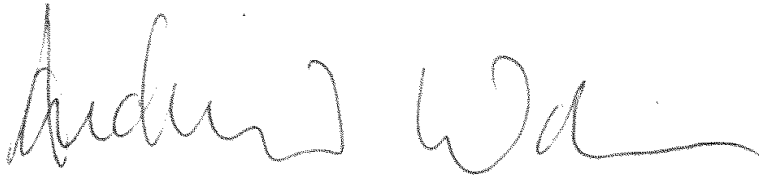
Finally I would like to confirm that on many occasions over a period of years the residents of No 12 and No 10 Vinery Gardens have taken it on themselves to place cones and bollards in front of their properties to reserve parking. This is sometimes done for relatives who are not even permanently resident in Vinery Gardens. While annoying and at times comical I would be interested to hear what steps you plan to take to ensure that permits are not granted to residents without their own vehicles to prevent abuse of whatever system is finally agreed.

I trust my concerns and objections will be considered fully and look forward to seeing the next stage of this matter.



Appendix 5: Correspondence in relation to objections

Sincerely

A handwritten signature in black ink, appearing to read 'Andy Watson'. The signature is fluid and cursive, with the first name 'Andy' and the last name 'Watson' clearly distinguishable.

Andy Watson  
23 Vinery Gardens  
Southampton  
SO16 6HJ

Mobile: 0791 8690681  
Email: [andy\\_watson@jordans.co.uk](mailto:andy_watson@jordans.co.uk)

Mr N Binsted  
10 Vinery Gardens  
Southampton  
So16 6hj.  
03.012.09

REF PARKING

Dear Sir,

Thank you for your letter pointing out your proposals for your parking scheme in our road.

May I raise a few points to this scheme?

Point one, you seem to have given a great deal of consideration to the chiropractor whose address is in Winchester road, it would have been nice if he made his own provision for parking i.e. his own two drives and made his patients aware of the parking problem when booking an appointment, he seems to have more and more clients and appointments in the evenings and on Saturdays which does' not help when you come home from work.

Point two, The new flats that are under construction at 152 Winchester roads have they not been allocated with ample parking? I think not!

Point three, Hospital workers, we seem to have at least ten cars per day dumped in the road and when they leave the night shift turn up. They will always look for alternative parking while having to pay to park at the hospital.

I am in favour of residents only parking in our road but we are the residents and what I can understand the chiropractor is trying to sell up and move premises so you would be wasting money trying to segregate the parking in this road.

Yours sincerely.

N.Binsted.

Appendix 6: Results of survey of Vinery Gardens on scheme design

**NB: Results as at 17/2/2010 – Closure Date 16/2/2010**

**Overall Support for a Permit Parking Scheme in Vinery Gardens**

Question	Do you Support Permit Scheme?	
	Yes	No
<b>Total</b>	18	4
<b>Percentage</b>	82%	18%

**Preferences over design of a Permit Parking Scheme and provision for Limited Waiting**

Permit Scheme Design / Preferences	1st Choice	2nd Choice	3rd Choice	Not in favour
Design 1: Signing only Permit Scheme (as originally proposed) - see Map at Appendix 1	15	3	1	3
Design 2: Signing only Permit Scheme with Limited Waiting bays near the junction with Winchester Rd (as per the amended proposal) – see Map at Appendix 2	4	9	0	5
Design 3: Standard Permit Parking scheme with 2 Hour Limited Waiting & 1 Hour Limited Waiting beside 158 Winchester Rd (added for Survey) – see Map at Appendix 3	3	1	1	15

<b>Objection statements to Standard Permit Parking Scheme (as not previously advertised)</b>
Design 3 removes the safeguard of being able to park outside your own home. With the Orchard Development on the Oakfield House site providing limited parking the inevitable consequence will see Vinery Gardens being used as a convenient parking lot with the high likely outcome of residents regularly being denied parking in their own road, let alone outside their own home. Design 3 seems designed wholly for the benefit of a local business and not addressing the needs of the whole
No householder in a residential area should have no parking in front of their own house
I favour the most restrictive scheme to exclude non-residents from parking. I do not favour Design 3
Review 2 and 3 if Plan 1 proves inadequate, please. Circumstances and use are yet unknown. Each plan has advantages and disadvantages. Very difficult, but appreciate options under discussion.
Needs of business (e.g. Chiropractors) can be met by Design 2. As residents we will receive “visitor” passes for family/friends. I do not feel that 2 hour waiting needs to be extended to the whole road.
Design 3 would be of no benefit to residents in fact it would make life even more difficult. No waiting any time preventing residents from parking outside their own properties! 2Hr Limited Waiting ‘inviting’ anyone and everyone to park in the road. As the Chiropractor at the end of the road is apparently leaving, why would anyone other than residents need access to the cul-de-sac?
It would seem that this scheme would only really benefit patients of the chiropractors. Also, people, visitors and residents of the new flats being built. I also want to make sure that any bay marking for parking will take account of dropped kerbs to driveways.
Currently there are house owners cars parked at the bottom of the road (Turning Point) which does not cause any concern for residents further down the road. If there was no waiting at any time these cars would be forced to park outside other residents houses where there are already limited spaces
Loss of parking suffered by residents at cul-de-sac end of road
I object to this new scheme as it will solve no problems and will remove parking spaces from the road and reduce space
We do not want Double Yellow lines outside 26 & 24 Vinery Gardens – as this will cause even more parking problems in the road.
I do not agree with Design 3 as it does not benefit the road at all. We may as well not do anything with this option. Our main problem is with the clients of the Chiropractor parking down our roads and blocking our drive. This option allows them to continue and gives the Chiropractor the green light to keep using Vinery Gardens as the car park for his business.

## Appendix 6: Results of survey of Vinery Gardens on scheme design

<b>Objection statements to Standard Permit Parking Scheme (as not previously advertised)</b>
Creates more problems by removing 6-9 spaces at the end of the road – Beyond Stupidity, The goal is to ease parking problems not create more. Your maps are nearly unreadable can't tell the difference between blue and green. This survey may be invalid.
This does not seem appropriate in a residential area; why do residents require parking bays. Surely the provision of permits to park outside one's house is sufficient. This proposal seems to speak to commercial premises. If that is the case, may I suggest the commercial premise moves to a more suitable location
Please don't do this. Please don't prostitute this serene little cul-de-sac into a car park for the Chiropractor. If its customers are so wedded to their cars that they can't be bothered to walk from a genuine parking place in Shirley, its no wonder they've got bad backs. Marked parking bays will add a degree of stricture to my world that I don't have the emotional strength to withstand. If I've got to worry about being central in a marked space at the end of each day, I think I am going to snap.
I object most strongly to this proposal. This will reduce overall parking availability for residents which will cause friction and inconvenience.
We not having enough space down the road for parking already and Option 3 would cause problems to us (resident). Also my neighbour is disabled and he needs to park at the end of the road.
As I live at 26 Vinery Gardens I strongly oppose Design No3. No parking outside my and my opposite neighbours house would increase the parking problems in the street. I am also disabled & have trouble carrying as I only have one arm & no parking outside my house would put increased pressure on me as I would have nowhere to park my car.

## ITEM NO:

### EXECUTIVE DECISION MAKING

#### RECORD OF THE DECISION MAKING HELD ON 15<sup>th</sup> FEBRUARY 2010

##### Present:

Councillor Samuels	-	Leader of the Council
Councillor White	-	Adult social Care and Health
Councillor Holmes	-	Children's Services and Learning
Councillor Smith	-	Economic Development (except items 144-148)
Councillor Dean	-	Environment and Transport
Councillor Williams	-	Housing and Local Services
Councillor Hannides	-	Leisure, Culture and Heritage
Councillor Moulton	-	Resources and Workforce Planning
Councillor Walker	-	Safeguarding Children and Youth Services

#### COUNCILLOR DEAN, CHAIRMAN

#### TRAFFIC REGULATION ORDER

#### 134. PROPOSALS FOR PERMIT PARKING IN VERMONT CLOSE AND TALBOT CLOSE IN BASSETT (TRO)

DECISION MADE: (Ref: CAB 09/10 2180)

On consideration of the report of the Head of Highways and Parking Services concerning objections received during public consultations on proposals for permit parking in Vermont Close and Talbot Close in Bassett and having received written and verbal representations from the Directors of the Red Lodge Community Pool, the decision maker made the following decision:-

- (i) That the proposed parking as advertised in Vermont Close/Talbot Close be amended to include additional spaces from Winchester Road to Vermont Close.
- (ii) That the permit parking scheme is reviewed in 9 months to establish whether a satisfactory long term arrangement can be made for parking provision for visitors to Red Lodge Community Pool off the highway.

Reason for the Decision:

To enable further consideration to the parking problems being experienced by residents, their visitors, users and staff at the Red Lodge Community Pool as well as the expected additional traffic congestion during the school construction period.

#### COUNCILLOR SAMUELS, CHAIRMAN

#### EXECUTIVE BUSINESS

#### 135. RECORD OF THE PREVIOUS DECISION MAKING

The record of the Executive decision making held on 18<sup>th</sup> January 2010 and 1<sup>st</sup> February 2010 were received and noted as a correct record.

136. HOUSING REVENUE ACCOUNT REVENUE MONITORING FOR THE PERIOD TO THE END OF DECEMBER 2009

On consideration of the report of the Cabinet Member for Housing and Local Services Cabinet noted the current Housing Revenue Account revenue budget monitoring position for 2009/10 as at period 9 (December).

137. CORPORATE FINANCIAL GENERAL FUND CAPITAL MONITORING FOR THE PERIOD TO THE END OF DECEMBER 2009

On consideration of the report of the Cabinet Member for Resources and Workforce Planning Cabinet agreed the following:

- (i) To note the current General Fund capital budget monitoring position for 2009/10 as at Period 9 (December), which is an in-year under spend of £751,000 of which just over £1.0M is slippage.
- (ii) To note the current General Fund capital budget monitoring position for the overall programme which is a forecast over spend for all schemes of £460,000.
- (iii) To note the action plans in place, where applicable, to ensure capital expenditure remains within allocated budgets.

138. 3<sup>rd</sup> QUARTER BUDGET AND PERFORMANCE MONITORING FOR 2009/10

On consideration of the report of the Assistant Chief Executive (Strategy) and the Executive Director of Resources detailing summarises the General Fund revenue financial position for the Authority for the 6 months to the end of December 2009 Cabinet agreed the following:

- (i) To adopt the Corporate Carbon Reduction Policy and Action Plan to ensure the Council can meet its obligations under the Carbon Reduction Commitment (CRC) Energy Efficiency Scheme and manage energy effectively within Council operated buildings.
- (ii) That an annual report be brought back to Cabinet outlining the progress in delivery of the Action Plan against the targets, together with recommendations for further improvements.

**INDIVIDUAL CABINET MEMBER DECISION**

**CHILDREN'S SERVICES AND LEARNING PORTFOLIO**

139. APPROVAL OF MODERNISATION PROJECT EXPENDITURE FOR FAIRISLE JUNIOR SCHOOL

DECISION MADE (CAB 09/10 2616)

On consideration of the report of the Head of Infrastructure Projects seeking approval for modernisation project expenditure for Fairisle Junior School, the decision-maker made the following decision:

- (i) To approve, in accordance with Financial Procedure Rules, capital expenditure in the sum of £440,000 from the Children's Services Capital Programme for work at Fairisle Junior School.

## **CABINET DECISIONS**

### 140. CONCESSIONARY FARES SCHEME 2010/11

#### DECISION MADE (CAB 09/10 2181)

On consideration of the report of the Cabinet Member for Environment and Transport seeking approval of the reimbursement rates to bus operators for the Council's concessionary travel scheme, the decision-maker made the following decision:

- (i) Subject to the inclusion of an 'additional costs' claims procedure in accordance with recommendation (v), to extend the 2009/10 Concessionary Fares Scheme, as set out in Appendix 1, so that it will remain in operation from 1 April 2010 until further notice, pending the publication of revised guidance from the Department for Transport (DfT);
- (ii) To continue to reimburse operators at the 2009/10 rate of 41.2p in the £, plus 15p per generated journey, in accordance with the guidance given by the Department for Transport's Reimbursement Analysis Tool ('RAT') that was issued in December 2008 until such time as a revised RAT is issued by the DfT and re-imbursement rates re-calculated by the Authority accordingly;
- (iii) To retain a figure of 50% for return ticket sales in the average fare calculation;
- (iv) To delegate authority to the Executive Director of Environment, in consultation with the Solicitor to the Council and the Executive Director of Resources, following consultation with the Cabinet Members for Environment & Transport and Resources, to make any necessary variations or changes to the scheme arising from any outstanding appeals or revised guidance issued by DfT and to take any action necessary to give effect to the recommendations including but not limited to the service of statutory Notices (including Variation and Participation Notices if required) and participation in and determination of any appeal against the proposed Concessionary Fares Scheme or reimbursement arrangements for 2010/11.
- (v) To delegate authority to the Executive Director of Environment, in consultation with the Solicitor to the Council and the Executive Director of Resources, following consultation with the Cabinet Members for Environment & Transport and Resources, to determine the arrangements for operators to claim additional capacity and capital costs.

### 141. LOCAL AUTHORITY 'NEW BUILD' SCHEME

#### DECISION MADE: (CAB 09/10 1767)

On consideration of the report of the Cabinet Member for Housing and Local Services seeking approval to accept grant award and approve expenditure on this Capital Scheme, the decision-maker made the following decision:-

- (i) To accept the grant sum of £ 970,804 from the Homes and Communities Agency (HCA) to build new Council homes under the LA New Build scheme on 2 sites in the city at:-
  - Leaside Way
  - Cumbrian Way ( part)
- (ii) To approve, in accordance with Financial Procedure Rules, overall capital expenditure of £1,941,608 within the Housing Revenue Account Capital Programme for 2010-2011 and 2011 – 2012 for the following additional LA New Build schemes:-

	<b>2010 - 2011</b>	<b>2011 - 2012</b>	<b>Total</b>
Leaside Way	£ 251,472	£ 251,472	£ 502,943
Cumbrian Way	£ 719,332	£ 719,332	£ 1,438,665
	<b>£ 970,804</b>	<b>£ 970,804</b>	<b>£ 1,941,608</b>

- (iii) To delegate authority to the Solicitor to the Council, following consultation with the Executive Directors of Neighbourhoods and Resources and Cabinet Member for Housing and Local Services, to undertake all necessary actions to achieve the proposals within the Report, such as entering into the Homes and Communities Agencies grant contract, all consequential contracts, and rent setting for the new homes.

142. IMPACT OF THE APPRENTICESHIPS, SKILLS, CHILDREN AND LEARNING ACT

DECISION MADE: (CAB 09/10 1699)

On consideration of the report of the Cabinet Member for Children’s Services and Learning detailing the Apprenticeships, Skills, Children and Learning Act, following Royal Assent in November 2009, the decision–maker made the following decision:-

- (i) To note the implications of the Apprenticeships, Skills, Children and Learning Act 2009.
- (ii) To note that changes have been made to the scheme of executive delegations.

143. NEWLANDS PRIMARY SCHOOL REBUILD

DECISION MADE: (CAB 09/10 2617)

On consideration of the report of the Cabinet Member for Children’s Services and Learning seeking approval to spend up to the agreed budget for the construction of a new 2 form entry primary school, the decision–maker made the following decision:-

- (i) To approve in accordance with Financial Procedure Rules capital expenditure in the sum of £7,500,000 including fees from the Children’s Services and Learning Capital Programme for the construction of Newlands Primary school.



144. EXCLUSION OF THE PRESS AND PUBLIC – CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM

The Leader moved that in accordance with the Council's Constitution, specifically the Access to Information Procedure Rules contained within the Constitution, the press and the public be excluded from the meeting in respect of any consideration of the confidential appendices.

Appendices 2, 3 and 4 of this report are not for publication by virtue of Categories 3 and 4 of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not considered to be in the public interest to disclose this information because the Appendices contain confidential and commercially sensitive information which would impact on the integrity of a commercial procurement process and the Council's ability to achieve 'Best Value' in line with its statutory duties.

145. SELECTION OF PARTNERS FOR SPORT AND RECREATION PARTNERSHIP  
DECISION MADE: (CAB 09/10 1800)

On consideration of the report of the Cabinet Member for Leisure, Culture and Heritage seeking approval to select partners for sport and recreation partnership having received representations from Unison and Members of the Council, the decision-maker made the following decision:-

- (i) To consider the objections received and to authorise the disposal to the preferred bidder by way of a 15 year lease for Package 2 and an agreed lease for Package 1, the list of properties set out in appendix 1, in order to facilitate the contract awards.
- (ii) To delegate authority to the Executive Director of Neighbourhoods, in consultation with the Executive Director of Resources and the Solicitor to Council following consultation with the Cabinet Member for Leisure,, to appoint a preferred partner for the management and operation of Package 1 (Southampton Municipal Golf Course) in accordance with the framework as set out in confidential appendix 2.
- (iii) To appoint the preferred partner (identified at confidential appendix 3) to manage and operate the leisure facilities identified in package 2 (excluding the grounds maintenance for outlying sports pitches), for a contractual period of 15 years, at or below the level of annual management fee set out in section 9 of confidential appendix 3, and delivering an average net annual saving equal to or greater than the savings figure set out in section 10 of confidential appendix 4.
- (iv) To delegate authority to the Solicitor to the Council, following consultation with the Executive Director of Neighbourhoods and Executive Director of Resources to finalise and enter into contractual arrangements with preferred partners for both package 1 and 2 with contracts commencing on 1<sup>st</sup> September 2010, subject to the preferred partner for Package 1 fully meeting the criteria set out in confidential appendix 2.

- (v) To approve, in accordance with finance procedure rules, capital expenditure of £198,000 on Improvements to the Athletics Track at the sports centre and £48,000 on Improvements to synthetic turf pitches at the sports centre, provision for which exists in the Leisure, Culture and Heritage capital programme for 2010/11.
- (vi) To approve the preferred way forward for the development of PE and Sport facilities at Chamberlayne Park College and the ongoing relationship with Chamberlayne Leisure Centre.
- (vii) To authorise the Solicitor to the Council following consultation with the Executive Director of Neighbourhoods and the Executive Director of Resources to do anything necessary to give effect to the proposals contained within this report including, but not limited to, the entering into of agreements, bonds, leases, further advertisement of any property matters and such other matters as are ancillary to or expedient for the completion of the project.

146. SALE OF LAND AT TOWN DEPOT ADJACENT TO AMERICAN WHARF

DECISION MADE: (CAB 09/10 1912)

On consideration of the report of the Cabinet Member for Resources and Workforce Management seeking approval for the sale of land at Town Depot, the decision-maker made the following decision:-

- (i) To approve the sale of land adjacent to American Wharf, forming part of Town Depot, by way of conditional agreement for the grant of a long lease for less than best consideration to enable the conversion and re-use of American Wharf
- (ii) That the Head of Property and Procurement be given authority to finalise disposal terms and to take all appropriate steps in consultation with the Solicitor to the Council to complete the disposal.

147. HIGHWAYS SERVICE PARTNERSHIP – APPROVAL TO CALL FOR FINAL TENDER DECISION MADE: (CAB 09/10 1688)

On consideration of the report of the Cabinet Member for Environment and Transport, providing an update on the progress of procurement of a long term Highways service partnership together with a business case and requesting delegated authority to close competitive dialogue and call for final tenders and having received representations from a Member of the Council, the decision-maker made the following decision:-

- (i) To delegate authority to the Executive Director for Environment in consultation with the Solicitor to the Council and Executive Director for Resources and following consultation with the Cabinet Member for Environment and Transport to take all necessary steps to close dialogue, issue Call for Final Tenders and appoint a preferred bidder within the parameters set out at Appendix 2, Annex 3.

- (ii) To approve the lease of office and depot space at Castle Way, Town Depot and future Dock Gate 20 City Depot to the successful Provider for a period commensurate with the term of the contract (or such lesser period as may be required) and to delegate authority to determine the final terms and conditions of any such leases to the Head of Property and Procurement.

148. SOUTHAMPTON'S 2010 LOCAL AREA AGREEMENT REFRESH

DECISION MADE: (CAB 09/10 2692)

On consideration of the report of the Cabinet Member for the Leader seeking approval to Southampton's 2010 Local Area Agreement Refresh, the decision-maker made the following decision:-

- (i) To approve the re-negotiated "designated" targets set out in Appendix 1 to enable them to be formally agreed by partners and representatives of government departments for submission to the Secretary of State by the 17<sup>th</sup> March.
- (ii) To approve the re-negotiated "designated" targets set out in Appendix 1 to enable them to be formally agreed by partners and representatives of government departments for submission to the Secretary of State by the 17<sup>th</sup> March.

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## ITEM NO:

### EXECUTIVE DECISION MAKING

#### RECORD OF THE DECISION MAKING HELD ON 17 FEBRUARY 2010

Present:

Councillor Samuels	-	Leader of the Council
Councillor White	-	Adult social Care and Health
Councillor Holmes	-	Children's Services and Learning
Councillor Smith	-	Economic Development
Councillor Dean	-	Environment and Transport
Councillor Williams	-	Housing and Local Services
Councillor Hannides	-	Leisure, Culture and Heritage
Councillor Moulton	-	Resources and Workforce Planning
Councillor Walker	-	Safeguarding Children and Youth Services

149 PROPOSED COUNCIL TAX DISCOUNTS FOR SPECIAL CONSTABLES AND PERSONS OVER THE AGE OF 65

DECISION MADE: (REF: CAB 09/10 2563)

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

- (i) That Cabinet considers the considerations and issues set out in this report and determines whether or not they wish to implement a Council Tax reduction scheme under S13A of the Local Government Finance Act 1992
- (ii) If Cabinet chooses to implement such a Council Tax reduction scheme, the qualifying criteria in respect of the "Special Constable" element of the Scheme for 2010/11 and onward be that the reduction should be available to persons who are:-
  - (a) Special Constables on or after 1<sup>st</sup> April 2010; and
  - (b) Reside in a property within Southampton where there is a liability for Council Tax and serve as a Special Constable within Southampton
- (iii) If Cabinet chooses to implement such a Council Tax reduction scheme, the level of reduction in respect of the "Special Constable" element should be 100%.
- (iv) If Cabinet chooses to implement such a Council Tax reduction scheme, to approve the qualification criteria for the discount as set out in Appendix 1.
- (v) To authorise the Executive Director of Neighbourhoods to take any further action necessary to implement the proposed scheme.

- (vi) To authorise the Executive Director of Resources to take any further action necessary to administer the scheme once approved by the Hampshire Police Authority (HPA) and Home Office.
- (vii) To continue the 10% council tax discount for persons over the age of 65, subject to the agreed criteria as shown in Appendix 2 for 2010/11 and onwards.

## ITEM NO. 07

**DECISION-MAKER:** CABINET

**SUBJECT:** MATTER REFERRED BY THE COUNCIL OR BY THE OVERVIEW AND SCRUTINY COMMITTEE FOR RECONSIDERATION

**DATE OF DECISION:** 15 MARCH 2010

**REPORT OF:** CHAIR OF OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

**AUTHOR:** Name: Suki Sitaram Tel: 023 8083 2060  
E-mail: Suki.sitaram@southampton.gov.uk

<b>STATEMENT OF CONFIDENTIALITY</b>
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None
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### SUMMARY

The Overview and Scrutiny Management Committee called in the CAB 09/10 1800 decision relating to the: "Selection of Partners for Sport and Recreation Partnership." The Call-in was heard at the Overview and Scrutiny Management Committee meeting on the 3<sup>rd</sup> March 2010. The Cabinet is requested to reconsider the called-in decision in light of the recommendations made by the Overview and Scrutiny Management Committee following its consideration of these matters.

### RECOMMENDATIONS:

- (i) That during the fine tuning process, the Cabinet Member for Leisure, Heritage and Culture considers mechanisms to ensure that the Preferred Bidder delivers commitments detailed in the contract.
- (ii) The Cabinet Member for Leisure, Heritage and Culture requires the Preferred Bidder to produce a plan which clearly explains how the usage will be increased and groups from which the proposed users will come from.
- (iii) The Cabinet Member for Leisure, Heritage and Culture ensures that a break clause is placed in the contract to allow a re-evaluation of its success and for either party to withdraw.
- (iv) The Cabinet Member for Leisure, Heritage and Culture to request the Preferred Bidder to produce an alternative strategy to demonstrate the viability of the contract in case the NNDR loophole is closed by the government.
- (v) The Cabinet Member for Leisure, Heritage and Culture involves Trade Unions at all stages of the negotiations.
- (vi) The Cabinet Member for Leisure, Heritage and Culture ensures that performance is monitored and published on a regular basis as part of the council's standard performance reporting mechanisms.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. To comply with the Call-in procedure rules set out in Part 4 of the Council's Constitution.

## **CONSULTATION**

2. Not applicable

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. None.

## **DETAIL**

4. A Call-In notice signed by the Chair of the Overview and Scrutiny Management Committee was received in accordance with Paragraph 12 of the Overview and Scrutiny Procedure Rules of Part 4 of the Council's Constitution. The Call-In related to the Cabinet's decision about the Selection of Partners for Sport and Recreation Partnership. The reasons cited by the Chair of the Overview and Scrutiny Management Committee for this Call-In are related to a lack of public consultation, failure to demonstrate value for money, failure to take into account staff views and failure to consider other alternatives e.g. trusts or mutuals.
5. The Overview and Scrutiny Management Committee discussed the Call-in report at its meeting on 3<sup>rd</sup> March 2010. Details of the Call-in notice and the Scrutiny report are attached as Appendix 1.
6. Members of the Overview and Scrutiny Management Committee explored a number of issues with the Cabinet Member for Leisure, Heritage and Culture including the relationship between the council, Active Nation and DC Leisure and how this partnership will work in practice, the repairs and maintenance programme, proposed participation and income levels, performance monitoring and objections to the proposal before the decision was made.
7. The Committee raised the issue of consultation about this decision with the Cabinet Member for Leisure, Heritage and Culture. There had been feedback at a residents' meeting about lack of information about the proposal. The Committee acknowledged that the legal requirements for consultation had been fulfilled. However, in the context of this consultation process and others that had taken pace in the last year, the Committee requested the Cabinet Member to reflect, with his Cabinet colleagues, the current consultation approach and agree a more robust process which enables involvement of relevant people at an earlier stage. The Cabinet Member explained that he was committed to reaching people and would be happy to consider suggestions on this matter.
8. In the light of the discussion at the meeting the Overview and Scrutiny Management Committee therefore agreed the following recommendations concerning the Selection of Partners for Sport and Recreation Partnership:
  - That during the fine tuning process, the Cabinet Member for Leisure, Heritage and Culture considers mechanisms to ensure that the Preferred Bidder delivers commitments detailed in the contract.



- The Cabinet Member for Leisure, Heritage and Culture requires the Preferred Bidder to produce a plan which clearly explains how the usage will be increased and groups from which the proposed users will come from.
- The Cabinet Member for Leisure, Heritage and Culture ensures that a break clause is placed in the contract to allow a re-evaluation of its success and for either party to withdraw.
- The Cabinet Member for Leisure, Heritage and Culture to request the Preferred Bidder to produce an alternative strategy to demonstrate the viability of the contract in case the NNDR loophole is closed by the government
- The Cabinet Member for Leisure, Heritage and Culture involves Trade Unions at all stages of the negotiations
- The Cabinet Member for Leisure, Heritage and Culture ensures that performance is monitored and published on a regular basis as part of the council's standard performance reporting mechanisms.

9. The Cabinet is requested to reconsider the called-in decision in light of the recommendations made by the Overview and Scrutiny Management Committee following its consideration of these matters.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

10. As detailed in the Cabinet report dated 15<sup>th</sup> February 2010 appended to this report.

### **Revenue**

11. As detailed in the Cabinet report dated 15<sup>th</sup> February 2010 appended to this report.

### **Property**

12. As detailed in the Cabinet report dated 15<sup>th</sup> February 2010 appended to this report.

### **Other**

13. As detailed in the Cabinet report dated 15<sup>th</sup> February 2010 appended to this report.

## **LEGAL IMPLICATIONS**

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

14. As detailed in the Cabinet report dated 15<sup>th</sup> February 2010 appended to this report.

### **Other Legal Implications:**

15. As detailed in the Cabinet report dated 15<sup>th</sup> February 2010 appended to this report.

## POLICY FRAMEWORK IMPLICATIONS

16. As detailed in the Cabinet report dated 15<sup>th</sup> February 2010 appended to this report.

## SUPPORTING DOCUMENTATION

### Appendices

1.	Covering Report to Overview and Scrutiny Management Committee about the Cabinet decision made on 15 <sup>th</sup> February 2010 re the "Selection of Partners for Sport and Recreation Partnership."
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### Documents In Members' Rooms

1.	None
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### Background Documents

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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Background documents available for inspection at: N/A

KEY DECISION Yes

WARDS/COMMUNITIES AFFECTED:	ALL
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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	SELECTION OF PARTNERS FOR SPORT AND RECREATION PARTNERSHIPS		
<b>DATE OF DECISION:</b>	15 FEBRUARY 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR LEISURE, CULTURE AND HERITAGE		
<b>AUTHOR:</b>	Name:	Mike Harris	Tel: 023 8083 2882
	E-mail:	mike.d.harris@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

Appendices 2, 3 and 4 of this report are not for publication by virtue of Categories 3 and 4 of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not considered to be in the public interest to disclose this information because the Appendices contain confidential and commercially sensitive information which would impact on the integrity of a commercial procurement process and the Council's ability to achieve 'Best value' in line with its statutory duties.

**SUMMARY**

This paper updates Cabinet on the progress of the Council's proposed Sport and Recreation Partnerships and requests that a number of recommendations are considered.

The Council has undertaken two procurement processes to identify partners for two separate Partnership packages:

- Package 1 relates to the Municipal Golf Course
- Package 2 includes the Quays 'Eddie Read' Swimming and Diving Complex, Bitterne Leisure Centre, Chamberlayne Leisure Centre, Woodmill Activities Centre, Southampton Water Activities Centre, the Outdoor Sports Centre (including outlying pitches and the Paddling Pool on Southampton Common) and Southampton Alpine Centre.

The Cabinet report of 28 July 2008 identified three key outcomes as the aspirations for this project which are:

- Increased participation and widening of access for the Council's Leisure facilities
- Improved quality and customer satisfaction
- Reduced net cost

A competitive dialogue process is being undertaken to secure a partner to manage and operate the Southampton Municipal Golf Course (Package 1). Shortlisted bidders are currently preparing their final tenders in respect of this proposed contract. Approval is sought from Cabinet to delegate authority to officers, following appropriate consultation with members, to proceed with the selection of a preferred bidder for the management and operation of Southampton Municipal Golf Course, as detailed below, to enable adherence to the project timeline.

For package 2 a competitive dialogue procurement was also undertaken which enabled the delivery of short listing bidders, intense dialogue period, receipt and evaluation of final tenders and this paper is being brought to Cabinet to report on the outcomes of the competitive dialogue process and seek approvals as set out in the recommendations below.

In seeking approval to secure a new partner to operate and manage the facilities outlined in package 2 this paper also seeks approval to spend section 106 monies to improve the Sport Centre provision by undertaking major replacement and rejuvenation for the Athletics track and synthetic turf pitches. This positive commitment by the Council will create a platform of opportunity for growth for both the proposed preferred bidder and the Council.

#### **RECOMMENDATIONS:**

- (i) To consider the objections received and to authorise the disposal to the preferred bidder by way of a 15 year lease for Package 2 and an agreed lease for Package 1, the list of properties set out in appendix 1, in order to facilitate the contract awards.
- (ii) To delegate authority to the Executive Director of Neighbourhoods, in consultation with the Executive Director of Resources and the Solicitor to Council following consultation with the Cabinet Member for Leisure,, to appoint a preferred partner for the management and operation of Package 1 (Southampton Municipal Golf Course) in accordance with the framework as set out in confidential appendix 2.
- (iii) To appoint the preferred partner (identified at confidential appendix 3) to manage and operate the leisure facilities identified in package 2 (excluding the grounds maintenance for outlying sports pitches), for a contractual period of 15 years, at or below the level of annual management fee set out in section 9 of confidential appendix 3, and delivering an average net annual saving equal to or greater than the savings figure set out in section 10 of confidential appendix 4.
- (iv) To delegate authority to the Solicitor to the Council, following consultation with the Executive Director of Neighbourhoods and Executive Director of Resources to finalise and enter into contractual arrangements with preferred partners for both package 1 and 2 with contracts commencing on 1<sup>st</sup> September 2010, subject to the preferred partner for Package 1 fully meeting the criteria set out in confidential appendix 2.
- (v) To approve, in accordance with finance procedure rules, capital expenditure of £198,000 on Improvements to the Athletics Track at the sports centre and £48,000 on Improvements to synthetic turf pitches at the sports centre, provision for which exists in the Leisure, Culture and Heritage capital programme for 2010/11.
- (vi) To approve the preferred way forward for the development of PE and Sport facilities at Chamberlayne Park College and the ongoing relationship with Chamberlayne Leisure Centre.

- (vii) To authorise the Solicitor to the Council following consultation with the Executive Director of Neighbourhoods and the Executive Director of Resources to do anything necessary to give effect to the proposals contained within this report including, but not limited to, the entering into of agreements, bonds, leases, further advertisement of any property matters and such other matters as are ancillary to or expedient for the completion of the project.

## **REASONS FOR REPORT RECOMMENDATIONS**

### **1 Package 1**

The Council proposes to let a 12 year contract for the management and operation of the Municipal Golf Course. Following issue of an OJEU notice advertising this opportunity in August 2009, the Council is near completing a short and focussed Competitive Dialogue procurement process. The Pre Qualification and Detailed Solutions stages of this procurement have now been completed.

The Council is continuing to engage in Dialogue with 3 bidders with a view to inviting Final Tenders at the end of February 2010. Following evaluation of these tenders, the Council proposes to identify a preferred bidder who is best able to meet the objectives of the project in their Final Tender. Through the recommended delegated authorities (subject to the framework set out in confidential appendix 2), the Council will ensure that a contract handover date of 1 September 2010 can be achieved.

### **2 Package 2**

The Dialogue undertaken with bidders has identified that there are a range of benefits to the Council in securing a 15 year partnership for package 2. By securing a partner the project will contribute to meeting the Council's three main outcomes for its Sport and Recreation Services by:

- Increasing participation;
- Providing a sustainable platform of investment that develops the services which includes addressing the repairs, maintenance and major equipment and replacement issues for the life of the contract;
- Creating opportunities to contribute to the City health issues;
- Improving choice for customers by offering for example on line bookings and payment;
- Providing a dedicated resource to develop partnerships and funding for the services;
- Reducing the net subsidy to the Council;
- The Council creating a partnership that will work together to improve and develop its existing leisure facility provision but also explore the opportunity for new provision.

- 3 To allow the Council to appoint a preferred bidder and subsequently finalise the contract through a fine tuning stage from late February to the end of April 2010. The purpose of this phase would be to undertake any fine tuning necessary to allow contract completion and meet the handover date target of the 1 September 2010.

## **CONSULTATION**

### **Trade Unions**

- 4 This report has been shared with the Trade Unions. Any comments that they make upon the report shall be submitted under separate cover to Cabinet members at the meeting. Trade unions who have signed a confidentiality agreement have also seen details of the shortlisted bidders and their final tenders. Regular consultation meetings have taken place with the unions throughout both package 1 and 2 procurement processes.

### **Sport and Recreation Staff**

- 5 Staff at Sport and Recreation facilities have been kept informed via regular meetings at the various facilities throughout the procurement, newsletters and dedicated intranet pages. A dedicated email address is available for all staff to contact the project team.

### **Customers and Stakeholders**

- 6 Customers and other stakeholders have received regular newsletters about the proposals and previous investors in the facilities such as Sport England have been kept informed. All residents have been consulted about the Council's plans by way of advertisements placed informing residents about the Council's intention to grant leases on open spaces relating to both packages. As a major stakeholder, NHS Southampton City has been involved in the evaluation of proposals for addressing the City's Health and Well Being.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

- 7 The Council has used Public Sector Comparators (PSC) developed for both packages and refined since the Cabinet report of 28 July 2008 in assessing the suitability of bids against the current financial performance of the Council.
- 8 Bidders for Package 2 were initially asked to make proposals to carry out the grounds maintenance of facilities at the Sports Centre and outlying sports pitches. Proposals were judged to provide no additional value to the Council and therefore this responsibility will remain with the Council's Neighbourhood Services team.
- 9 Initially in July 2008 it was proposed to include St Mary's Leisure Centre and Oaklands Swimming Pool in the facilities offered in Package 2. However, these were withdrawn from the package advertised to enable other options to be explored and developed in the future in relation to those sites.
- 10 A final option is not to pursue the letting of contracts for Package 1 and Package 2. It is felt that not entering into a partnership with partners will fail to contribute to the Council's 3 key objectives for Sport and Recreation. The financial, quality and increased participation benefits outlined in this paper will not be fully achieved by maintaining the current operation model for Sport and Recreation.

## **DETAIL**

### **Procurement and Tender Process Package 2**

- 11 The Council established a project governance structure for this project commensurate with procurement projects of this size and value. This included

initial planning advice from Capita Symonds, procurement advice from Max Associates and legal advice and support from Sharpe Pritchard. The process has been guided by a Project Manager and project team reporting to a Project Board, Capital Project Board and the Cabinet Member for Leisure Culture and Heritage.

- 12 The project has been subject to a detailed inspection and report (published 26 June 2009) by the City Council's internal audit department who concluded that substantial assurance could be placed on the effectiveness of the framework of risk management, control and governance designed to support the achievement of management's objectives.

### **Procurement and Evaluation Process**

- 13 A full breakdown of this activity is detailed at Appendix 3. The Council established prior to Detailed Solutions stage Evaluation Criteria and bidders were required to submit method statements together with income and expenditure projections relating to various aspects of the contract at both detailed solutions and final tender stage.

### **Meeting the Council's Objectives**

- 14 The Cabinet set three key outcomes for this procurement process in July 2008. Below is a summary of the preferred bidder performance against these outcomes.

#### **a) Increasing Participation in Sport and Physical Activity**

The preferred bidder has produced a range of ideas and commitments which contribute to this Council aim, which is measured through the City's Local Area Agreement (2008-11). The preferred bidder made a commitment to increase participation and has proposed to introduce or develop such initiatives as:

- Developing partnerships with all Active Southampton member organisations.
- Increasing the intensity of marketing and promotion of all facilities, particularly outdoor venues
- In partnership with the Council, invest in facilities throughout the course of the contract.
- Making facilities more accessible through the development of revised membership schemes and flexible pricing structures.

In addition the preferred bidder has agreed to meet a key performance target of increasing participation by 3% per year for the first five years. Future increases in participation will be targeted throughout the life of the contract.

The preferred bidder will be taking the risk on securing income and will also be required to increase the expenditure into the service to drive and deliver the increased participation targets. In addition, if surpluses are realised during the contract, The Council will retain a percentage of these surpluses for the indoor and outdoor centres (the percentages have been proposed by the bidders as part of their financial proposals and are detailed at Appendix 3).

The evaluation panel has concluded that the bid meets the Council's requirements but has some concerns that a clear strategy for increased usage is not fully evidenced in the bid; however minor concerns will be further addressed at 'fine tuning stage'

**b) Improved Quality and Customer Satisfaction**

The preferred bidder has demonstrated extensive experience of managing contracts of similar size and duration. The preferred bidder broadly meets the Council's expectations in this area but is not able to demonstrate substantial evidence of higher quality provision and increased customer satisfaction through either its method statements or evidence through existing contracts. The preferred bidder will be expected to improve on the Council's performance through the Quest accreditation scheme incrementally over the course of the contract and customer satisfaction will be measured twice a year and the preferred bidder is committed to meeting the Council targets which are:

- Achieving a minimum 1% per assessment cycle increase in Quest scores, and achieving Quest for non-accredited facilities within 1<sup>st</sup> year of contract.
- Increase in usage of concessionary card by 1% per annum over first five years of contract.
- Adherence to published programming and pricing strategies agreed with the Council
- Reductions in accidents and staff turnover
- Achievement of energy saving plans and targets.
- Achieving target scores agreed with the Council in respect of customer satisfaction
- All customer feedback analysed and necessary action taken

The Client function of the Council will be responsible for monitoring the Contractor's performance against these targets

**c) Reduced Net Subsidy**

Both bidders are able to offer Non Domestic Rates savings through their organisational structures. Bids have been evaluated against the Council's Public Sector Comparator and the estimated savings are detailed in Appendix 3. The immediate budgetary saving is set out in paragraph 19 below. It must be noted that bidders have been asked to factor in significant repairs, replacement and maintenance responsibilities in to their management fees which would otherwise have required council funding at some point in the future. This is due to the need to deal with these matters within a contractual framework. The facilities concerned will also be subject to a much higher standard repairs and maintenance regime than the Council has typically implemented in the past.

Other key drivers of this procurement process were to encourage the bidders to develop and or contribute to:

- Investment in the facilities



- Investment in additional facilities and services
- Support for the community sports programme including Active Southampton, the City's Health and Well Being agenda and contribution to reducing the environmental impact of the facilities.

Details of how the preferred bidder has contributed to these are contained in Appendix 3.

### **Chamberlayne Leisure Centre**

- 14 The development of new facilities at Chamberlayne College for the Arts through Building Schools for the Future (BSF) is being planned concurrently with the Package 2 procurement process. As the school is entitled to and is considering new PE and Sport facilities through BSF, the Council needs to ensure that any new provision is complementary to the existing facilities at Chamberlayne Leisure Centre.
- 15 To ensure that a potential duplication is avoided, officers from Leisure and Culture and the BSF team have been working together to plan new provision that will create additional, complementary opportunities for community sport. The risk of agreeing investment in duplicate indoor provision at the school is that the Council's preferred partner may lodge a loss of income claim should existing Leisure Centre users be displaced to the new facility. Bidders have received clarification on this latest position

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

- 16 The preferred bidder has included a range of capital investment proposals over the duration of the contract funded through a range of sources. In addition, there is the opportunity for the Council to work with the preferred bidder on a number of other projects. This does not commit the council to any expenditure and whether these opportunities are taken forward will depend on the availability of funding at the time.

### **Expenditure at the Sports Centre**

- 17 Cabinet is asked to approve expenditure on two projects at the Outdoor Sports Centre. Both projects, which are funded from section 106 contributions, are envisaged to be delivered in the months prior to handover to a preferred bidder on 1 September 2010. The facilities require immediate investment to ensure they meet a required standard of playing surface for the activities they are currently utilised for. Details of the projects are shown below:
- a) Rejuvenation of two Sand Filled Synthetic Turf Pitches – the surfaces of these pitches was last improved in 1999 prior to Southampton's hosting of the Millennium Youth Games. The surfaces have now reached the end of their expected life and are showing signs of significant wear and tear. Independent appraisal of the options available to the Council for their rejuvenation has suggested that a rejuvenation and repair project will extend the life of the surfaces by approximately 5 years. The cost of this project is £48,000.

- b) The current Athletics Track surface was laid in 1999 and now falls below the standards required for full certification by UK Athletics which enables it to host key athletics meets and the activities of Team Southampton (the club based at the track). Re-laying of the track will need to take place in the spring and summer months when average temperatures are suitable for the track bonding and surface layers to set. The cost of this new surface is £198,000.

## **Revenue**

- 18 Checks have been undertaken to establish the preferred bidder's ability to deliver the contract as per the Council's requirements and within the context of their proposed management fee.
- 19 The saving expected after evaluation of bidders' proposals is set out in Appendix 4. These savings are assessed over the full 15 year contract period.
- 20 In budgetary terms, the budget papers considered at Cabinet on 1 February 2010, showed that savings of £111,000 in 2010/11 (increasing to £407,000 in 2011/12) could be expected. This takes account of savings on central repairs and maintenance budgets as well as savings on operational budgets in the Leisure, Culture and Heritage portfolio.
- 21 It should be noted that the council is still left with taking the financial responsibility for certain risks in relation to repairs and maintenance, utilities and pensions. These issues are examined in the paragraphs below and the financial implications included in appendices 3 and 4.

## **Property**

### **Leases**

- 22 The Council has been obliged to advertise its intention to grant leases on areas of Open Space contained within both Package 1 and 2, compliant with Section 123 of the Local Government Act (1972). The intention to grant an overriding lease on some of the sites was advertised in the Southampton Daily Echo for two consecutive weeks being 30 November 2009 and 7 December 2009 and following these advertisements the general public had until 7 January 2010 to lodge an objection to the proposals. The Solicitor to the Council has received written objections following the advertisement process which are located at Appendix 1 for formal consideration by Cabinet.
- 23 The Council will be agreeing to grant overriding leases on the various facilities which outline the repairs and maintenance responsibilities of the preferred bidder. The preferred bidder will also be responsible for managing existing leases within the facilities in Package 2 including the Sporting View public house and Sports Centre Pleasure Park.

### **Repairs and Maintenance**

- 24 The preferred bidder will take responsibility for most aspects for repairs and maintenance and in addition will be responsible for major replacement of most equipment and plant (as defined in an agreed schedule). The Council will retain responsibility solely for the structure and latent defects of the buildings and the boiler at Chamberlayne Leisure Centre (which has an estimated remaining lifespan that extends beyond the proposed life of the contract). This

will be limited in extent by an agreed, detailed Schedule of Condition for each property including plant and machinery. In addition an annual inspection will be undertaken to ensure compliance with the repairing obligations contained in the leases. The expected benefits to the Council in respect of repairs, replacement and maintenance can be found in confidential appendix 3, together with information on how the risks would be funded if this was necessary.

### **Utilities**

- 25 Through dialogue, the Council has agreed that the preferred bidder will take risk and responsibility for the consumption of utilities but the Council will retain risk on the cost of utilities (Gas, Water, Electricity and Geothermal power). This allows the Council to include Sport and Recreation facilities within its negotiated contracts through the Kent Laser Agreement. The preferred bidder will be responsible for all utility costs which occur due to any increases in consumption above the baseline agreed at handover. This approach is consistent with that adopted for the Council's Street Lighting PFI. The estimated risk that that the Council may wish to plan for on an annual basis through the central risk fund can be identified in appendix 3.

### **The Quays and Watermark West Quay Development**

- 26 The proposed Watermark West Quay development has the potential to impact on the operation and use of the Quays 'Eddie Read' Swimming and Diving Centre. Bidders have been requested to treat this as a market condition and show any impact of potential development in forthcoming years in their overall management fees. Bidders have also been informed that as part of the development agreement for the Watermark West Quay project, the developer will compensate the Quays operator for the loss of car parking for the duration of the development period and lease. The existing North Quays car park is 134 spaces and as part of the completed development the developer is to provide not less than 224 spaces in the WWQ development and South Quays car parks. It is envisaged (though not yet agreed) that an additional 61 spaces will be allocated from the existing Harbour Parade car park which will allow reconfiguration with the remaining South Quays car park. The additional spaces referenced above will create approximately 140 spaces of surface parking for use by Quays customers. Income from the car park at the Quays will be retained by the partner.

### **Other**

#### **Council's Residual Role and Structure**

- 27 Both the preferred bidder and the Council see the Sport and Recreation Partnership as an ongoing relationship and the development of this will be key to the success of the contract. As such, the Council has agreed a residual client structure which includes contract management and sports development functions. Details of the costs and structure of the client function are included at paragraph 9 of the confidential appendix 4.

#### **Transfer of Staff and Terms and Conditions**

- 28 The preferred bidder has confirmed their understanding that TUPE applies to this contract and that they have a responsibility with regard to the Workforce

Code of Practice. In addition the preferred bidder will be seeking admission to the Local Government Pension Scheme (LGPS) but if this is refused they will provide a broadly comparable scheme as approved by the Government Actuary's Department (GAD). The quantification of risk and funding arrangements in this area is set out in appendices 3 and 4.

## **LEGAL IMPLICATIONS**

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

- 29 The legal powers to pursue the procurement as outlined in this report are contained in the Local Government Acts 1972, 1999 and 2000. The power to provide leisure facilities derives from the Local Government (Miscellaneous Provisions) Act 1976. The procurement process itself is governed by the EU procurement Rules (as embodied in UK law by the Public Contracts Regulations 2006). The Council's Policy Framework and Budget are silent on the issue of a Sport and Recreation Partnership. The Cabinet will need to make their decisions in accordance with the Council's normal statutory duties, e.g. the duty to achieve best value in the manner in which it discharges its functions under the Local Government Act 1999 which requires all best value authorities, such as Southampton to: "...make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness". [Local Government Act 1999 – Section 3]

### **Other Legal Implications:**

- 30 The Solicitor to the Council is also the City Council's Monitoring Officer and therefore needs to ensure that at all times the City Council is acting lawfully and within its powers. Prior to doing so, the Solicitor of the Council may need to seek Counsel's opinion that the Council is exercising requisite powers.

## **POLICY FRAMEWORK IMPLICATIONS**

- 31 The 2008/09 Corporate Improvement Plan identified "To develop a long term strategy to address the future management of and secure sustainable investment in the City Council's sports and recreation facilities" as one of the key actions for the Leisure and Culture Portfolio. This paper proposed the long term strategy referred to in the Corporate Improvement Plan.

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	Appendix 1 – Details of objections received relating to leasing of Open Space within Partnership
2.	Appendix 2 – Scheme of proposed officer delegation for Package 1 (Confidential)
3.	Appendix 3 – Information on Final Tenders Received (Confidential)
4.	Appendix 4 – Key Financial Information and Implications (Confidential)

**Documents In Members' Rooms**

1.	None
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**Background Documents**

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.	Cabinet Report A13 28 July 2008	
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**Background documents available for inspection at:** online

**FORWARD PLAN No:** LH03767      **KEY DECISION?** YES

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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Appendix 1 - Objection letters received for intended disposal of open space land.

### **Sport and Recreation Partnerships**

Below is the wording that was included in advertisements in the Daily Echo 30<sup>th</sup> November and 7<sup>th</sup> December 2009

Included in the proposed Partnership is the management of some sports pitches and related facilities which are based within some of the City's parks. The leases which the Council is seeking to agree relate to the sports pitches and it is not the Council's intention to dispose of any other part of the Parks by lease or any other means. The Council will retain full freehold ownership of all the parks playing pitches and facilities contained within the proposed Sport and Recreation Partnership.

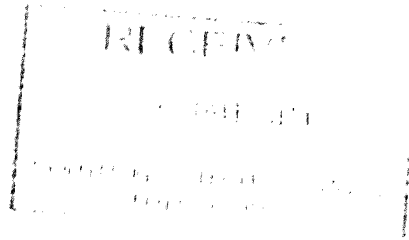
The pitches and facilities designated as Open Space included in the proposed Partnership are:

- Southampton Sports Centre
- Southampton Alpine Centre
- Outdoor Paddling Pool on Southampton Common
- Sports Pitches at Lordshill Recreation Ground
- Sports Pitches at Mayfield Park
- Sports Pitches at Green Park
- Millbrook Recreation Ground
- Sports Pitches at Veracity Recreation Ground
- Sports Pitches at Riverside Park
- Open Space at Chamberlayne Leisure Centre
- Sports Pitches at Hoglands Park

In addition, the Council is seeking a Management and Operation Partner for Southampton Municipal Golf Course.

In line with Section 123 of the Local Government Act (1972), the Council is required to advertise its intention to agree leases to ensure that members of the public have the opportunity to make any comments about the Council's proposals. This will be done on two separate occasions – 30 November and 7 December 2009 and anyone who wishes to make a comment on the proposals can do so until 7 January 2010.

SIRPPE8



5 January, 2010

Dear Mark Heath,

We understand that it is part of a Tory proposal to hand over the management of Southampton City Council's leisure facilities to a private operator for 15 years in a bid to save the taxpayer cash.

We are writing to object to this proposal and are horrified this would even be a consideration. We have yet to hear of any one-privatised scheme that in the long run has saved us any money without negatively effecting the services.

Kind Regards

Mr John and Mrs Sylvia Puckett



- 8 JAN 2010  
SOUTHAMPTON CITY COUNCIL  
Legal Services

SRPPE12

Mark R Heath  
Solicitor to the Council  
Legal Services  
1<sup>st</sup> Floor Southbrook House  
4-8 Millbrook Road East  
SOUTHAMPTON SO151 1YG

6 January 2010

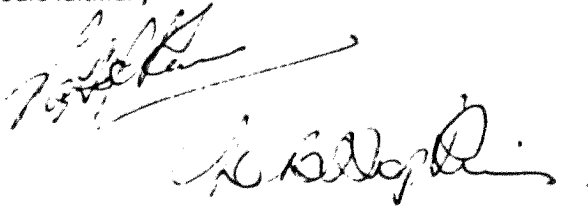
Dear Sir

We are writing to express our objection and concern regarding the above proposal for the Sports Centre. In our view anything in any shape or form that will take away the present Sports Centre facility would be a great loss to the City.

We have lived here for the past 42 years and both we and our children have enjoyed many happy hours at the Sports Centre. The thought that this may be interfered with in any way greatly distresses us. A green space such as this is essential to the residents of Southampton.

We do hope that any proposals the Council may have in mind will not encroach upon the current amenities.

Yours faithfully

Two handwritten signatures in black ink. The first signature is on the left and the second is on the right, both appearing to be cursive and somewhat stylized.

P A Hopkins & D B Hopkins

Mr M. R. Heath  
Solicitor to the Council  
Legal Services  
1st Floor  
Southbrook Rise  
4-6 Mulbrook Rd East  
Southampton

SR.PPE13



Reference No RB/EN12/06/6066 MAYFIELD

Intended Disposal of Open Space Land Mayfield Park,  
Winton Lane Southampton

Dear Sir,

I wish to object to the above proposal for the Council to dispose of a leasehold interest in the land (Mayfield Park) for the following reason:—

- 1) If there is any intention of building on this land maybe a school, if Dilton College Middle Rd is ~~located~~ being in the same area could this not be used?

According to the will of the 4<sup>th</sup> Baron Lord Radstock he required the estate should be kept as an open space - therefore NO building.

This land is part of the Estate & should be kept as the will requires OPEN LAND.

Yours faithfully,

Patricia Gormey

to Mark R Heath  
Solicitor to Southampton City Council  
Legal Services  
1<sup>st</sup> Floor, Southbrook Rise  
4-8 Millbrook Road East  
Southampton SO15 1YG

from Southampton City Pétanque Club (SCPC)

**Concerning the Intended Disposal of Open Space Land – Lordshill Recreation Ground, Frogmore Lane, Southampton – Section 123 Local Government Act 1972 (as amended)**

Ref'ce No. PB/EN12/06/6066/LORDSHILL  
Plan V2335

We wish to lodge an objection to the proposed disposal of a leasehold interest in the land specified above as outlined in the recent Public Notice.

This formal objection is in essence an expression of serious concern on the part of SCPC that the arrangements following the lease disposal envisaged may fail to take account of and thereby endanger key aspects of our established regular use and enjoyment of facilities at Lordshill. Our hope is for firm assurances on a number of issues as indicated here below, receipt of which would go a long way towards meeting our objection. We are also critical of certain aspects of the process employed thus far in preparing for lease disposals and for consequent changed arrangements.

As a club we have played pétanque and enjoyed social facilities at Lordshill since 1982/3, effectively since the establishment of the Lordshill Outdoor Recreation Centre, to which we moved our playing and social base from Southampton Sports Centre. The then Manager of the Sports Centre (the late John Ripley) was Founder President of our Club (established in 1978); through him we had a significant input into the design and construction of the pétanque terrain at Lordshill. Similarly, in more recent years, we have on occasion been able to advise on appropriate maintenance and refurbishment of the playing area and other improvements; in 2003, additional floodlighting was installed by the City Council, resourced from our own Club funds matched by funding from the Outer Shirley Regeneration Project. The Lordshill terrain remains one of the largest and best in the Southern Region; on it we play league matches, host open, invitation and Regional tournaments, and enjoy friendly play on other occasions, virtually throughout the year.

All of this depends on a close and ongoing relationship with those Council Officers locally responsible for the booking, management and maintenance of the playing facilities. While it cannot be said that such relationships have in recent years been as effective and efficient as they might be – indeed it would be welcome if the proposed new 'partnership' delivered improvements on these dimensions – we do have particular concerns that the established, though to our knowledge insufficiently clear and formalised, arrangements, could very well actually *deteriorate* as a result of the changes envisaged. Although these comments are being made in the guise of a formal objection to the disposal of leases, we are taking this action essentially to try to ensure that what we see as key elements in our continuing ability to use and enjoy the facilities at Lordshill are safeguarded through being reflected/embodyed in any lease and other formal contractual arrangements between the Council and their proposed partner(s).

Our concerns apply not only to our use of the playing facilities, but also to the important 'social dimension' of our activities as a club and as individual users. This is crucially dependent on our being affiliated – again both as a club and as individual members thereof – to Millbrook Rugby Football Club. With MRFC we were among a number of Founder Member clubs making up the later dissolved West Southampton Sports Club, which was established in advance of the opening

of the Outdoor Recreation Centre at Lordshill specifically to seek, negotiate and hold a lease granted by the City Council in respect of a clubhouse and bar facility on the first floor of the pavilion to be built there, as an entirely separate matter in all respects from hiring and use of the changing rooms below and the various pitches etc. The Rugby Club formally took over the original 28-year lease in 1998/9 and it is a matter of ongoing concern both to them and to ourselves that that lease is scheduled for renegotiation with a view to renewal in 2011. While this issue may not be germane to the lease disposals under discussion here, it is certainly relevant to the 'parallel' consultations ongoing around the Oasis Academy project (in which we are actively involved alongside the Rugby Club). It must also be firmly stated here that our hoped-for continuing ability to enjoy playing pétanque at Lordshill is heavily dependent on Millbrook Rugby Club's continuing presence there, specifically as leaseholders on the clubhouse facility.

We do feel that, as an organised group of long-established users of Lordshill Recreation Ground, we might have expected to be specifically consulted about, or at least advised of, the 'partnership' arrangements being developed. We have received no such contact, learning of the plans only via the Public Notices in *The Echo*, or rather, initially via the latter's rather unhelpful article in the same edition which published the Notices. Two of us then visited 'Gateway' to view the relevant map. Our concerns as now expressed here were heightened by: (a) the lack of any indication on that map of either the relation between the parcel of land relevant to this matter and that identified for the Oasis Academy development or, most significantly for us in the current context, that the pavilion houses both changing facilities and the clubhouse and bar leased to Millbrook Rugby Club; (b) the lack of access or offer of same to an appropriate person with whom to discuss these and other relevant matters. One of us has, however, subsequently had a very helpful meeting with the Project Manager, Kieran Humphrey, which has led us to modify considerably the general tone of this submission.

We would welcome an opportunity for one or more representatives of SCPC to share our experience as long-standing users of Lordshill Outdoor Recreation Centre and to discuss our felt needs in respect of future arrangements there in more detail with the appropriate SCC Officers (and/or other appropriate parties), both with a view to ensuring that they are reflected in the drawing up of any leases/contracts involved, and on an ongoing basis as the project goes forward. In the longer term, and touching once more on concerns mentioned above which we have had for some time about the 'uncertainty' of aspects of our existing arrangements in terms of hire and maintenance of the pétanque terrain and surrounding area, perhaps some form of 'service level agreement(s)' would be appropriate and possible between ourselves and those responsible for (a) hiring and managing the playing and associated facilities at Lordshill and (b) maintaining the terrain etc. We would be very happy to participate in an ongoing way in such an arrangement.

In summary, we wish to register the following serious concerns in the form of a formal objection to the proposed lease disposal:

**1: We seek assurance that our ability to use and enjoy the facilities at Lordshill on at least no less favourable terms and conditions than heretofore are safeguarded through being reflected/embodied in any lease and other formal contractual arrangements between the City Council and its proposed partner(s). This includes booking arrangements, hiring charges, maintenance and upkeep of the pétanque terrain and its surrounding area (including protective hedges, fencing, gate(s) etc.), together with supporting facilities on-site such as adequate parking,**

**2: We seek assurance that our essential continued use and enjoyment of the clubhouse facilities, including the bar, will be safeguarded through the renewal of the long-term lease for operation of these facilities by Millbrook Rugby Club on at least no less favourable terms than at present.**

**3: As long-standing "resident" users of the pétanque terrain at Lordshill we regret the City Council's failure to consult us on the overall Sport and Recreation Partnerships project and on the specific proposal for lease disposals, prior to publication of the required legal**

notices.

**4: We are disturbed by the appearance given by the absence of relevant information on the available plan (V2335) of a lack of attention to the relationships between the overall Partnerships project (as it affects Lordshill), including lease disposal, and the ongoing Oasis Academy Lordshill proposal, and thence by the possibility of adverse impacts on our enjoyment and use of the facilities presently available to us at Lordshill through any possibly unforeseen interactions between the Oasis Academy proposal and this proposed lease disposal.**

**for and on behalf of**  
**Southampton City Pétanque Club**

Richard Powell (President)  
Jill Lovelock (Club Captain)  
Robin Lovelock (SCPC/MRFC Liaison Officer)

**Copy to:**

Sport England (SE)  
51a Church Street  
Caversham  
Reading RG4 8AX  
Tel: 0118 948 3311 Fax: 0118 947 5935  
Email: [infose@sportengland.org](mailto:infose@sportengland.org)

Dear Sir,

**Re: PB/EN12/06/6066ALPINE - Plans to sell off Open Space Leases including Sports Centre**

I understand that in 1938 the Sports Centre was gifted to the people of Southampton for recreational purposes. I personally believe that the motivation at this time came from a powerful feeling that in order to create a successful and healthy society, it has to be community which is at the heart of things, rather than commerce. I have been in communities where commerce takes a low priority – outsiders with their own commercial interests are not the "drivers", instead decisions are taken by the insiders, the local community – maybe very little money actually changes hands, but instead people bring in skills and work together in order to achieve a common goal, something which will bring benefit to the whole community.

I am also very interested in how we treat children in our city – many of our schools are on cramped sites with little or no green play space/playing fields. During the extensive secondary and primary schools reviews, I understand that no additional land was allocated to any school anywhere in the city – rather schools have been closed and their land earmarked for development – and in this at a time when we know our population is set to increase significantly in future! The result? Even more children squashed onto increasingly inadequate sites. We are often told that a school does not require a playing field – because sports amenities are available nearby which the school may use.

My observation of the Sports Centre (near where I live) is that it is under-used during the day. Why? Because schools, who would not be charged to use their own playing fields, are charged to use it. As a result they don't use it anything like as much as they would use their own grounds.

I am not opposed in principle to someone other than the Council managing the Sports Centre – indeed, I am not convinced that the Council have been the best at managing either sports facilities or schools in Southampton today. What really does concern me however is that by going down what appears to be the "commercial" route, we risk losing the very spirit that brought these places into being in the first place. It seems to me that our elders and betters back in 1938 had understood something very important about community – you give your community, your little people, the best you can – the top land, the highest priority - you make your school the best it can be – you add to it and improve it. To do this means that you will enrich your local community, but you may be acting ways that will bring you absolutely no commercial return – is this so wrong, so unthinkable these days? I find it hard to believe that the 150 acres which makes up the Sports Centre would be allocated so happily to recreational purposes were this decision being taken today rather than back in 1938.

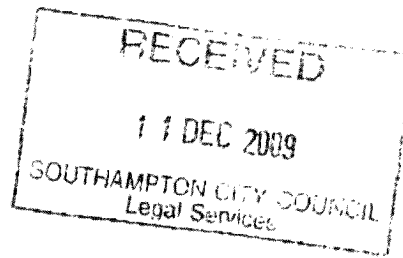
So far, the detail from the Council on the leases being proposed remains rather light. Nevertheless for the decision to go ahead and truly remain in the public interest, there need to be conditions built into any long-term contract which mean that community is not sacrificed in the pursuit of commerce. Based on various ideas and proposals that I have previously seen being considered while the land has been under the management of the Council, might I suggest the following conditions be added to any proposal concerning the Sports Centre?

- 1) No new roads/accesses to be built across the Sports Centre
- 2) No new housing developments to be built on the Sports Centre
- 3) No loss of current facilities
- 4) No school in Southampton should be charged to use the Sports Centre during the school day.

I am sure there is other detail to build in here, but I trust you understand from this what people such as me feel the priorities should be here.

Yours sincerely,

Mrs. Penny Hastings



10<sup>th</sup> December 2009

Dear Mark R Heath,

I sent in a letter on Monday just before I saw the new notices in the Evening Echo, the letter wasn't as well planned as I would have liked so I am sending a replacement letter today.

The lack of consideration for the public to know about a major change in Council policy for these disposals, followed on by the shortage of time for any objections to be raised and the complete lack of information given out with the notices with a request for objections with little knowledge of what may need to be objected about due to the lack of information.

I want to object about the Sports Centre notice for the "disposal of leasehold interest" because the boundary on the map given out in the Gateway does not represent the boundary of the sports areas, it includes the whole of the Sports Centre area, including the many wooded areas and other parts of the Sports Centre that would not be included if it was only for Sport and Recreation reasons. Although it says Recreation this must mean in the wider sporting sense and not as in a children's recreation area. In the Sports Centre there are many other areas, including natural areas of mixed varieties that I know of, there are mixed trees and grassy areas, rough grassland areas, the heavily wooded areas, open grassland areas and all of these are included in the disposal of leasehold and I object to this because these are not sports areas and they should not be included in the disposal of the lease, the reference number is PB/EN12/06/6066/SPORTS CENTRE. Also the car parks are included in the disposal and I object to this being done as well.

I would like to know if any existing rules could change either before or after the disposal of leasehold, especially afterwards and to know if the contracts allow changes to be made by the preferred partner for each of the 12 venues being considered for the disposal of the leasehold?

I have asked at the Gateway and at another department for more information and there does not appear to be any extra information and you are the contact given, please could you answer the questions so that judgements can be made as to whether other objections may need to be raised?

In my original letter I asked some questions that are relevant and I would like to ask for these to be answered as well and if you cannot provide the answers then please obtain them on my behalf as you are the only way suggested, the contact for this to be done. The questions are;

What are the main reasons for these changes?

What do the Council hope to gain from this?

What does "disposal of leasehold interest" really mean, is there a rent payable or a set amount paid, please fully explain about the changeover for the disposal of the leasehold?

Yours sincerely, Alan Logan.

*Alan Logan*

---

**From:** Alan Logan  
**Sent:** 08 January 2010 15:22  
**To:** Heath, Mark  
**Subject:** The Sports Centre

Dear Mark,

I sent in a letter objecting to the Sports Centre being included in the leasehold because many of the areas included in the lease were not sporting areas and I did not receive any confirmation of you receiving my objection so I would just like to reiterate the objection, in fact the Sports Centre is one whole area given to the given to the people of Southampton in 1938 and it should not have been split up into different areas for different leases, the Sports Centre, the Golf Course and the Alpine Centre, these areas are all the Sports Centre and it should be kept as one area and that is my objection, the numbers are PB/EN12/06/6066ALPINE, PB/EN12/06/6066GOLF and PB/EN12/06/6066SPORTS CENTRE these are all a part of the land given to the people of Southampton and they should be kept as one and not be split up at the Council are trying to do.

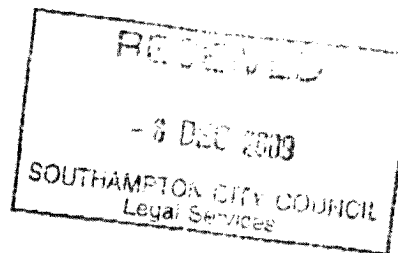
Why should it be that the Council is looking to find a partner from private enterprise and to try and help the preferred partner to profit from this 'gift to the people of Southampton' by paying them management fees, by paying for any repairs and by paying for any maintenance and also giving them tax relief of some kind which the rate payer would end up paying for so that the partner can make a profit and the rate payer would be having to contribute towards that process. The Council are only the Guardians of this gift and what is happening to the Sports Centre is not what the people of Southampton would want and it should not be a legal process by using the Local Government Act to do something that in my view will not be seen as the right thing and with little prior consultation with the public beforehand. The process was not given sufficient time for those wanting to know more details so that they could raise better objections about what was happening to the areas mentioned for leasehold disposal and even the official process of asking questions through the FOI Act was discouraged by the Council by saying that it was not prudent to ask questions about certain things in a certain way and they even tried to suggest that a charge would be made as if to stop or limit the enquiries being asked about what could happen as a result of the Council's decision to go ahead with a process that is not what the people of Southampton would want without prior knowledge of all of the details, especially for the Sports Centre.

Why would the Council want to be able to ask a preferred partner to run the collecting of money from football pitches or cricket pitches or the athletics track or skiing or the tennis courts when there is no overall profit to be had from it or is it to find a way for the preferred partner to make money by giving tax relief, paying them management fees and paying for all repairs, maintenance and the upkeep of all buildings so that the preferred partner is guaranteed to make a profit and it is likely that the rate/tax payer will be the ones who pay for this profit. Please may I have all of the details about the way that this will be made to operate at a profit for the preferred partner.

Yours sincerely, Alan Logan.

08/01/2010





7<sup>th</sup> December 2009

Dear Mark R Heath,

I would like to object to all of the notices of "dispose of leasehold interest" because you have not given out to the public enough information for them to understand what this means or what is intended by the Council or what the future intentions are.

For this to be seen as fair there needs to be a huge amount more information given out publicly and if it is not then it will be challenged.

Even the length of the timescale is unfair and the timing of this over the Festive season seems to be something that could also be seen as unfair.

---

What are the main reasons for these changes?

What do the Council hope to gain from this?

Why are there other means of objecting to this?

What does the aspect of "disposal of leasehold interest" mean, is it a way of changing the ownership of these areas of land?

If there is any other important information that you know of, to do with the 12 twelve areas for disposal which isn't covered by these questions then please add it into your reply for example, will the existing rules of usage change for any of the 12 areas?

There appears to be no other way of objecting to this but the Council have not given out any information, so although there may be many things people would like to object to they don't actually know what they are, why was it done in this way? Please answer all of the questions.

Yours sincerely, Alan Logan

A handwritten signature in black ink that reads 'Alan Logan'. The signature is written in a cursive style with a long, sweeping underline.

SRPPE11

To Southampton City Council  
Customer Services  
(Planning Dept)

PLANNING

- 8 JAN

SUSTAINABILITY - 01-2010

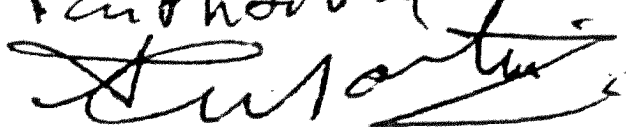
Dear Sirs,

Please pass this to the relevant dept.

I object to the proposed 'disposal' plans announced in respect of various parcels of recreational land. These assets belong to the Council, i.e. the people of Southampton.

It is essential they remain in our 'full' control as beholds special areas of the City, and not treated as profit opportunities for private enterprise.

If they can be operated in a profitable and enhanced style, then why not under our own direct control?

Yours Faithfully  


**From:**  
**Sent:** 08 January 2010 14:58  
**To:** Heath, Mark  
**Subject:** Plans to lease the Sports Centre

Dear Sir, Our residents' association (Underwood and Redhill Residents' Association) has been informed by another RA that the Council plans to sell off leases for the Sports Centre. Our RA, which backs onto the Sports Centre, is long established and a member of the Southampton RA Federation has received no information directly about this plan. I understand that your department is responsible for this activity and I would be grateful if you would let me know what is going on and the plans for resident's input.

Yours faithfully, Chairman Underwood and Redhill Residents' Assn.

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by virtue of paragraph number 3, 4 of the Council's Access to information Proceedure Rules

Document is Confidential

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by virtue of paragraph number 3, 4 of the Council's Access to information Proceedure Rules

Document is Confidential

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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	DISTRICT CENTRES SCRUTINY INQUIRY		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CHAIR OF THE ECONOMIC WELL BEING SCRUTINY PANEL		
<b>AUTHOR:</b>	Name:	Mark Pirnie	Tel: 023 8083 3886
	E-mail:	mark.pirnie@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

None

**SUMMARY**

From September 2009 to January 2010 the Economic Well Being Scrutiny Panel undertook an inquiry into Southampton's town and district centres. The Overview and Scrutiny Management Committee (OSMC) considered the final draft of the inquiry report on 18<sup>th</sup> February 2010 and approved it for submission to the Executive. The scrutiny inquiry report contains 19 recommendations which have been highlighted in Appendix 1. The Cabinet needs to formally respond to these recommendations within two months to meet the requirements in the Council's constitution.

**RECOMMENDATIONS:**

- (i) To receive the attached inquiry report on Southampton's town and district centres to enable the Executive to formulate its response to the recommendations contained within it, in order to comply with the requirements set out in the Council's Constitution.

**REASONS FOR REPORT RECOMMENDATIONS**

1. The overview and scrutiny procedure rules in part 4 of the Council's Constitution requires the Executive to consider all inquiry reports that have been endorsed by the Overview and Scrutiny Management Committee and to submit a formal response to the recommendations contained within them within two months of their receipt.

**CONSULTATION**

2. The Economic Well Being Scrutiny Panel received evidence from a variety of organisations, individuals and officers from Southampton City Council. A list of witnesses who provided evidence to the inquiry is shown within Appendix 2 of the Inquiry report.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. None

**DETAIL**

4. Southampton's main city-wide planning document, the Core Strategy, identifies that Southampton has 1 town centre, Shirley, and 4 district centres,

Bitterne, Lordshill, Portswood and Woolston.

5. On 18<sup>th</sup> June 2009 the OSMC agreed the indicative terms of reference for a full inquiry examining Southampton's town and district centres. The Economic Well Being Scrutiny Panel undertook this Inquiry over 7 meetings between September 2009 and January 2010 and agreed, at its meeting on 27<sup>th</sup> January 2010, 16 recommendations.
6. The Overview and Scrutiny Management Committee considered the Scrutiny Panel's final report, attached at Appendix 2, at its meeting on 18<sup>th</sup> February 2010. It resolved that the Economic Well Being Scrutiny Panel had met its terms of reference for the review and agreed that the inquiry report should be forwarded to the Cabinet to enable the Executive to formulate its response to the recommendations contained within it. In addition the OSMC inserted the following additional recommendations:
  - That the possibilities of splitting vacant shop premises within the district centres into a number of smaller retail units or work areas be investigated.
  - That an annual review of the health and potential of the district centres be undertaken and the results be presented to the OSMC as part of the State of the City report from the Leader.
  - That the Cabinet Member for Economic Development request that officers investigate an appropriate mechanism or forum for traders across the City to exchange ideas and best practice.

The Inquiry's 19 recommendations are summarised in Appendix 1.

7. Evidence gathered throughout the Inquiry has led the Scrutiny Panel to conclude that Southampton's town and district centres perform a valuable role as centres of retail, services and as a community focus, and whilst the Scrutiny Panel understand that the City Centre will be the focus for much of the planned development in the City, it is important that the town and district centres receive appropriate levels of support, investment and intervention in accordance with their specific needs, as identified by stakeholders, including local residents.
8. The 19 recommendations included within the report of the Economic Well Being Scrutiny Panel are designed to enhance the vitality and viability of Southampton's town and district centres. Whilst recognising that each recommendation within the report is important, the Scrutiny Panel identified the recommendations that relate to the following to be of highest priority:
  - improving the co-ordination and management of Southampton's town and district centres (Recommendation 1);
  - improving understanding of Southampton's town and district centres, and to actively promote growth and manage change (Recommendations 2 and 3), and;
  - supporting the vitality and viability of the centre that is in poorest health in Southampton, Woolston District Centre (Recommendations 10 – 14).

9. Members of the Economic Well Being Scrutiny Panel are aware that the Environment and Sustainability Scrutiny Panel has undertaken an inquiry into Southampton's Night Time Economy, and that recommendations generated by the Night Time Economy inquiry may have implications for Southampton's town and district centres, where opportunities exist to develop the night time offering.
10. The Executive needs to consider the Scrutiny Panel's recommendations and to formally respond within two months of the date of receiving this report in order to meet the requirements set out in the Council's constitution.

## **FINANCIAL/RESOURCE IMPLICATIONS**

11. The Scrutiny Panel were of the opinion that a significant number of the recommendations within the appended report could be progressed by re-focussing council officer and partner's time and existing work programmes. A number of the recommendations may however, have financial implications for the Authority if approved by the Executive. These are:

### **Capital**

12. Recommendation 4 which recommends that the clarity of the car park signage is improved to ensure that shoppers are aware of the 5hr free parking available within the City Council's town and district centre car parks.
13. Recommendation 5 which recommends that to enhance access to the district centres, develop a sense of identity, and improve the attractiveness of district centres, extend the Legible Cities programme to the town and district centres and devise an approach to prioritise resources.
14. Recommendation 8 which recommends that Southampton City Council invests in the public realm to improve the appearance of Bitterne District Centre.
15. Recommendation 11 which recommends that signage within Woolston District Centre is improved to raise awareness of available car parking provision within the District Centre.
16. Recommendation 14 which recommends that building upon work undertaken by Swaythling Housing Society, a vision for Woolston District Centre is developed, in conjunction with traders and local community groups that identifies how Woolston District Centre can be revitalised, and funding is sought to deliver the vision.

### **Revenue**

17. Recommendation 1 which recommends that using Portsmouth's model, appoint a District Centres Co-ordinator.
18. It will be for the Executive to identify whether they can accommodate taking forward any of the recommendations outlined in Appendix 1 within agreed budgets. Precise revenue implications will depend on:
  - a) How the individual recommendations are implemented
  - b) The level of external funding that can be generated, if this is considered to be necessary.

19. The Economic Well Being Scrutiny Panel have been informed of potential external funding sources that could be utilised to support the implementation of the draft recommendations. These include:
- **Local Transport Plan 3** - A goal to be addressed by the strategy is to support economic growth. Incorporated within this goal is the challenge to improve the street scene environment in the City and District Centres.
  - **Local Authority Business Growth Initiative (LABGI)** – The Economic Well Being Scrutiny Panel have been informed that Southampton City Council is likely to receive between £200k-£400k from the Government in LABGI funding in 2010/11. Portsmouth City Council use LABGI funding to part fund the District Centres Co-ordinator's post.
  - **Empty Shop Funding** - Southampton City Council was awarded £52,632 in December 2009 from the Department for Communities and Local Government to make sure that town and district centres remain vibrant places, and to help councils find new uses for vacant premises.

### **Property**

20. The appointment of a District Centres Co-ordinator outlined in recommendation 1 of the inquiry report could involve the creation of an additional post which would need to be located within the Council's existing office accommodation.

### **Other**

21. None

### **LEGAL IMPLICATIONS**

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

22. The duty to undertake overview and scrutiny is set out in Section 21 of the Local Government Act 2000 and the Local Government and Public Involvement in Health Act 2007.

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

23. None

### **POLICY FRAMEWORK IMPLICATIONS**

24. The proposals contained within the appended report are in accordance with the Council's Policy Framework and, if implemented, the recommendations will, amongst others, help to deliver policies within the Core Strategy (Policy CS3), objectives within Local Transport Plan 2, and goals identified for Local Transport Plan 3.

## SUPPORTING DOCUMENTATION

### Appendices

1.	District Centres Inquiry - Summary of Recommendations
2.	District Centres Inquiry - Final report of the Economic Well Being Scrutiny Panel

### Documents In Members' Rooms

	None
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### Background Documents

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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### Background documents available for inspection at:

**FORWARD PLAN No:** Not applicable **KEY DECISION?** No

<b>WARDS/COMMUNITIES AFFECTED:</b>	Not applicable
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# ITEM NO: 8 Appendix 1

## District Centres Inquiry – Summary of Recommendations

Recommendation	Responsible Officer	Target Date for Completion	Action Taken / Comments
<p><b>To improve the co-ordination and management of Southampton’s town and district centres it is recommended that:</b></p> <p>1) Using Portsmouth’s model, appoint a District Centres Co-ordinator to:</p> <ul style="list-style-type: none"> <li>a. Act as a link between Southampton City Council, traders and other commercial and community interests in town and district centres</li> <li>b. Work with traders to establish traders associations within each town and district centre</li> <li>c. Help establish a programme of events within town and district centres with traders associations and Active Communities</li> <li>d. Act as the lead officer for district centres within the Council, acting as the conduit for a joined-up, planned approach to the future development and improvement of town and district centres</li> <li>e. Explore potential external funding to support initiatives to improve town and district centre management.</li> </ul>			
<p><b>To improve understanding of Southampton’s town and district centres, and to actively promote growth and manage change, it is recommended that:</b></p> <p>2) The City Council, using Planning Policy Statement 6 as a guide, collates and analyses on a regular basis, relevant performance measurement information on the health of the town and district centres. This may include existing data on cleansing, crime, vacancy rates as well as information available from the Chamber</p>			

Recommendation	Responsible Officer	Target Date for Completion	Action Taken / Comments
<p>of Commerce on business confidence.</p> <p>3) Through the Sites and Policies Plan process, and monitoring / implementation of the existing adopted Local Plan, the City Council's increases its understanding of the vitality and viability of the town and district centres, and that this information is used to assist in managing change in town and district centres where needed, and when consistent with planning powers.</p>			
<p><b>To improve the accessibility of Southampton's town and district centres it is recommended that:</b></p> <p>4) The clarity of the car park signage is improved to ensure that shoppers are aware of the 5hr free parking available within the City Council's town and district centre car parks.</p> <p>5) To enhance access to the district centres, develop a sense of identity, and improve the attractiveness of district centres, extend the Legible Cities programme to the town and district centres and devise an approach to prioritise resources.</p>			
<p><b>To enhance the vitality and viability of Portswood District Centre it is recommended that:</b></p> <p>6) The impact that the new development on the bus depot site has on the economic well-being, traffic levels and congestion within Portswood District Centre is monitored.</p> <p>7) The potential to reduce the length of the taxi rank to enable more on-street car parking within the District Centre is investigated.</p>			



Recommendation	Responsible Officer	Target Date for Completion	Action Taken / Comments
<p><b>To enhance the vitality and viability of Bitterne District Centre it is recommended that:</b></p> <p>8) Southampton City Council invests in the public realm to improve the appearance of Bitterne District Centre.</p> <p>9) Through the Sites and Policies Plan process, the existing adopted local plan, and the determination of planning applications, the City Council facilitates proposals which come forward for the provision of an additional food store within Bitterne District Centre to promote greater competition.</p>			
<p><b>To enhance the vitality and viability of Woolston District Centre it is recommended that:</b></p> <p>10) The time limit for on-street parking is raised from 30 minutes to a minimum of 1 hour.</p> <p>11) Signage within the District Centre is improved to raise awareness of available car parking provision within the District Centre.</p> <p>12) The Cabinet Member for Economic Development makes representation to the Government about the Business Rate Valuation levels being charged within Woolston District Centre.</p> <p>13) If the initiative utilising the Future Jobs Programme to improve the externals of vacant business premises in Woolston District Centre is successful, this approach be applied across all of Southampton's town and district centres.</p> <p>14) Building upon work undertaken by Swaythling Housing Society, a vision for Woolston District Centre is developed, in conjunction with traders and local community groups that identifies how Woolston District Centre can be revitalised, and funding is sought to deliver the vision.</p>			

Recommendation	Responsible Officer	Target Date for Completion	Action Taken / Comments
<p><b>To enhance the vitality and viability of Lordshill District Centre it is recommended that:</b></p> <p>15) The consultants appointed to undertake the Lordshill Masterplan take into account the best practice in planning for district centres (eg as identified by the Association of Town Centre Management and others), and best practice employed within New Town developments when developing the Lordshill Masterplan.</p> <p>16) The consultants appointed to undertake the Lordshill Masterplan consult residents fully throughout the Masterplanning process, and utilise Sainsbury's expertise in helping to promote successful centres.</p>			
<p><b>The District Centres Inquiry report was considered by OSMC on 18<sup>th</sup> February 2010 and agreed that the following recommendations should be included:</b></p> <p>17) That the possibilities of splitting vacant shop premises within the district centres into a number of smaller retail units or work areas be investigated.</p> <p>18) That an annual review of the health and potential of the district centres be undertaken and the results be presented to the OSMC as part of the State of the City report from the Leader.</p> <p>19) That the Cabinet Member for Economic Development request that officers investigate an appropriate mechanism or forum for traders across the City to exchange ideas and best practice.</p>			

# ITEM NO: 8 Appendix 2

## Report of the Economic Well Being Scrutiny Panel

### District Centres Inquiry

September 2009 – January 2010



#### PANEL MEMBERSHIP

Councillor Ball (Chair)  
Councillor Bogle (Vice Chair)  
Councillor Osmond  
Councillor Fuller  
Councillor Wells  
Councillor Burke  
Councillor Sollitt

Scrutiny Co-ordinator

Mark Pirnie  
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## **Chair's Foreword**

The focus of the inquiry has been to develop recommendations that protect and aid the prosperity of Southampton's four district centres and one town centre. The Panel members were keen to gain a greater understanding of each centre and how Council policy impacts upon them. The Panel invited a wide range of interested parties from Cabinet Members, Council Officers dealing with areas such as parking, planning, public art and economic development, experts on town centre management, an authority with best practice, ward councillors, and local traders/residents. On behalf of the Panel I wish to thank all those that gave up their free time to get involved, which aided our understanding and helped us to identify areas where Southampton City Council can play an improved role.

It is clear that our centres are very diverse and face differing challenges. Shirley is Southampton's only town centre. It has had very significant investment from the local authority with highways improvements and the private sector with a new supermarket. Similarly, to a lesser degree, Portswood has secured reasonable levels of investment and it will soon benefit from a new supermarket. Both centres fair well, with better than average trading and lower levels of retail vacancies.

Bitterne has lacked the investment in its public realm and is dominated by 1960's style architecture. Local traders have successfully formed a traders association that has introduced a weekly market to the centre. The market has reversed the decline and encouraged new customers. The income from the market has provided funds for attractions such as Christmas lights. Despite the progress made, it is recognised that future investment will be required in the infrastructure of the centre.

Lordshill is a very different district centre, with fewer shops in its parade and is dominated by the supermarket and large open air car park. The focus for future investment and improvements in the centre has to be considered in context for the Lordshill master plan. Following the Buildings Schools for the Future programme with the planned investment in the new Academy, and the proposed Estates Regeneration, there will be opportunities to redevelop land around the Centre to change its shape and appearance.

The Panel recognised the immediate challenges faced by Woolston District Centre. The economic downturn and the resultant delays in the Centenary Quay site have placed the centre under very real threat as the level of trade has declined adversely. Hence it was pleasing to learn that the Administration had sought to divert resources from City Centre Management to this centre. This use of resources is commendable, but the Panel recognises the challenges being faced.

The recommendations from the Panel vary from quick wins with minimal resource implications to long-term significant capital programmes. The inquiry identified the need for improvements to promoting free parking in Council owned car parks within district centres, and increasing 1 hour on-street car parking where possible. The Panel recognised the best practice adopted by other Authorities and recommended the need for a district centre co-ordinator to act as a link between the Council, traders and community interests. Longer term the Panel recognised that there is a real need to develop a capital programme for investing in the public realm and investing in legible cities to promote the district centres.

Councillor Michael Ball  
Chair of the Economic Well Being Scrutiny Panel

## **Executive Summary**

1. Southampton's main city-wide planning document, the Core Strategy, identifies that Southampton has 1 town centre, Shirley, and 4 district centres, Bitterne, Lordshill, Portswood and Woolston.
2. Recognising the importance of Southampton's town and district centres, and the impact that an under performing centre can have on a local community, the Overview and Scrutiny Management Committee (OSMC), at its meeting on 18<sup>th</sup> June 2009, requested that the Economic Well Being Scrutiny Panel undertake a full inquiry into District Centres and report back their findings to the OSMC in February 2010.
3. The approved objectives of the Inquiry are:
  - To examine the project development and planning process for the Shirley Town Centre development and the key lessons from this work
  - To examine the successful development of a district centre in another city, how this involved any local traders and the outcomes achieved
  - To examine the key factors that contribute to the stimulation of local economies, particularly in the current economic climate
  - To assess the viability of district centres and factors that contribute to their sustainability
  - To consider how the lessons from the evidence gathered and the factors considered in the review can be applied in the development and improvement of other district centres in the City.
4. The Inquiry was undertaken over 7 meetings of the Economic Well Being Scrutiny Panel. At the first meeting of the Inquiry the Chief Executive of the Association of Town Centre Management (ATCM) outlined the key elements for successful and sustainable town and district centres. According to the ATCM, the key to success is based on getting the 4 P's right – Place (Attractions, Accessibility, Amenity, Action), People, Partnership, Policy. The City Council's general approach towards Southampton's town and district centres, and each individual town and district centre was subsequently compared against this criteria.

### **Key Findings - General**

5. The town and district centres in Southampton have an important and broad ranging role at the heart of the local communities. Town and district centres in Southampton are:
  - Home to some 500 shops
  - Significant employment hubs
  - Hubs of communities
  - Home to a broad range of services
  - A focus for leisure activities
  - A focus for social interaction
  - Easily accessible
  - Transport hubs
  - Supporting the local economy.
6. **Accessibility (Place)** - In general terms Southampton's town and district centres are well served by public transport and are public transport hubs, have adequate

car parking provision, possibly with the exception of Portswood. However, the clarity of the car park signage needs to be improved to raise awareness of the 5hrs free parking available. Members of the Panel also expressed the view that an extension of the Legible Cities Project to Southampton's town and district centres would help to enhance the accessibility, attractiveness and identity of centres. (The Legible Cities Project is explained in paragraph 51).

7. **Amenity (Place)** (Clean, safe and attractive) - In general terms Southampton's town and district centres are supported by a strong cleaning regime, have varying problems with crime and disorder but they are not hotspots for crime. Attractiveness varies from centre to centre and not all of Southampton's district centres have received investment to enhance the public realm.
8. **Shirley Town Centre development** - Shirley Town Centre has benefitted from significant investment. Improvements included the provision of better pedestrian, cycling and bus facilities, together with carriageway and footway improvements and distinctive street lighting enhancements. The capital investment has improved the appearance of Shirley Town Centre and has improved road safety. However, no study has been undertaken on the impact of this investment on the vitality and viability of Shirley Town Centre, and due to the availability of various funding streams the Scrutiny Panel considered that the work in Shirley Town Centre has been piecemeal and largely uncoordinated. These key lessons need to be learnt by the City Council and are reflected in recommendations 1, 2 and 3 within this report.
9. **People / Performance Management** – District centres are impacted by rapid and dynamic change in market trends and conditions and evidence from elsewhere in the UK indicates that there is the potential for sudden and rapid decline. As a consequence **there is a need to develop a greater understanding of the way in which district centres function and develop a more informed view of the condition of district centres**. The expectations of those who shop and/or live within the catchment areas of district shopping centres needs to be understood so that improvement plans can reflect these needs as far as possible.
10. **Policy** - Southampton City Council's planning policies have been successful in attracting development within a number of town and district centres, and the policy to encourage supermarkets to anchor town and district centres has helped secure the Portswood Bus Depot development, and the development at Centenary Quay in Woolston. The Scrutiny Panel recognised the role played by planning policies in enhancing the vitality and viability of Southampton's town and district centres, but the Panel believe that **the City Council can do more to actively manage change and shape the offering within the centres**. The development of a Sites and Policies Development Plan, detailed in paragraph 143, provides the City Council with the opportunity to increase understanding of Southampton's town and district centres, and to use the acquired information to, in conjunction with other tools, plan for the growth and development of the centres alongside the wider management role of the Council.
11. **Partnership Working / Integrating Policy** - Two issues related to partnership working and integrating policy emerged during the Inquiry:
  - The positive contribution that an effective traders association can have on the

vitality and viability of a town or district centre

- **The need to improve how the City Council interacts with stakeholders in town and district centres, and co-ordinates services.** In particular, utilising information gathered from other cities, the Inquiry identified the need for Southampton City Council to:
  - Improve contacts with businesses in town and district centres
  - Provide a single point of contact for town and district centre stakeholders to liaise with
  - Improve communication between departments, and co-ordination of work within town and district centres.

### **Key Findings – Individual Town and District Centres**

12. **Shirley Town Centre** - The limited information presented to the Panel identifies that Shirley Town Centre is in good health and is performing a similar role to a freestanding town centre. Vacancy levels are low, there are adequate attractions to encourage footfall, the public realm has been enhanced and accessibility is good. The addition of a weekly market and a traders association will further enhance the vitality and viability of Shirley Town Centre, however there is a need to support the Town Centre to ensure it remains successful and sustainable.
13. **Portswood District Centre** - The information presented to the Scrutiny Panel identifies that Portswood District Centre is in reasonable health. There are a good range of shops and other attractions, vacancy rates are low, the enhanced public realm has improved the appearance of the District Centre, and it is accessible. The Scrutiny Panel were however, concerned about the lack of a traders association and events in the centre. There was a consensus that the bus depot development has the potential to enhance the vitality and viability of Portswood District Centre, but the impact of the development on traffic levels in the area needs to be monitored as the success of the new development, and the subsequent impact on the well-being of the District Centre, could be determined by accessibility.
14. **Bitterne District Centre** is an increasingly prosperous district centre. It fulfils most of the criteria for successful 'Places', with the exception of an attractive street scene, and members of the Scrutiny Panel identified that the District Centre would benefit from greater competition to the existing major food retailer. The Bitterne Village Traders Association has been a key driver behind the increased vitality and viability of Bitterne District Centre.
15. **Woolston District Centre** is currently in poor health. This has been attributed partly to the closure of Vosper Thorneycroft, the significant employer within the District Centre, in 2004. The closure resulted in reduced footfall within the Centre that the area has not recovered from. The high Business Rates levels facing traders has compounded the problems still further. The Scrutiny Panel expressed concern that Woolston District Centre has reached a tipping point and unless usage increases the Centre will become unsustainable. This is clearly of concern to local residents as identified by the consultation undertaken by Swaythling Housing Society in June 2009. The Centenary Quay development offers real hope for the regeneration of the Woolston District Centre. However, unless action is taken now there is real concern amongst the traders that



retailers will have vacated the District Centre before the Centenary Quay development is able to benefit the area. This report has however, identified that work is ongoing to support Woolston District Centre. In addition to the potential use of the Future Jobs Fund to improve the appearance of the centre, the Christmas Festival held in Woolston, and the Crime Reduction Environment Week scheduled for February, an Economic Development Officer has been given the task of co-ordinating the City Council's efforts to address the downturn in Woolston District Centre's fortunes. This has been welcomed by the Scrutiny Panel. In addition, at the 5<sup>th</sup> meeting of the Inquiry the Scrutiny Panel heard numerous suggestions that consultees believe would help to increase the vitality and viability of the District Centre. This has led the Panel to conclude that there should be a vision developed for Woolston District Centre, in conjunction with traders and community groups that identifies how Woolston District Centre can be revitalised to help realise the centre's potential and ensure that the area has a centre that is able to meet the week to week needs of the community.

16. **Lordshill District Centre** is currently in moderate health. It has low vacancy rates and a number of community facilities. However, it has a limited retail offering, is poorly designed, and its vitality and viability is reliant on the Sainsbury's store. The plans for the redevelopment of Lordshill District Centre, as part of a wider regeneration of the Lordshill area, provide an opportunity to strengthen and improve the District Centre to enable it to more effectively perform the role as the key district centre in the north west of Southampton.

### **Conclusion**

17. Evidence gathered throughout the Inquiry has led the Scrutiny Panel to conclude that Southampton's town and district centres perform a valuable role as centres of retail, services and as a community focus, and whilst the Scrutiny Panel understand that the City Centre will be the focus for much of the planned development in the City, it is important that the town and district centres receive appropriate levels of support, investment and intervention in accordance with their specific needs, as identified by stakeholders, including local residents.

### **Recommendations**

18. The Economic Well Being Scrutiny Panel have developed a number of recommendations to address the issues identified above that, if, and when implemented, should enhance the vitality and viability of Southampton's town and district centres. A number of the recommendations are strategic, and may require a longer period of time to implement and evaluate. However, some of the recommendations, reflecting the particular issues within town and district centres, are more operational and could be implemented quickly with limited expenditure, these are shown in italics.
19. **To improve the co-ordination and management of Southampton's town and district centres it is recommended that:**
  - 1) Using Portsmouth's model, appoint a District Centres Co-ordinator to:
    - a. Act as a link between Southampton City Council, traders and other commercial and community interests in town and district centres
    - b. Work with traders to establish traders associations within each town and district centre

- c. Help establish a programme of events within town and district centres with traders associations and Active Communities
  - d. Act as the lead officer for district centres within the Council, acting as the conduit for a joined-up, planned approach to the future development and improvement of town and district centres
  - e. Explore potential external funding to support initiatives to improve town and district centre management.
20. **To improve understanding of Southampton's town and district centres, and to actively promote growth and manage change, it is recommended that:**
- 2) The City Council, using Planning Policy Statement 6 as a guide, collates and analyses on a regular basis, relevant performance measurement information on the health of the town and district centres. This may include existing data on cleansing, crime, vacancy rates as well as information available from the Chamber of Commerce on business confidence.
  - 3) Through the Sites and Policies Plan process, and monitoring / implementation of the existing adopted Local Plan, the City Council's increases its understanding of the vitality and viability of the town and district centres, and that this information is used to assist in managing change in town and district centres where needed, and when consistent with planning powers.
21. **To improve the accessibility of Southampton's town and district centres it is recommended that:**
- 4) *The clarity of the car park signage is improved to ensure that shoppers are aware of the 5hr free parking available within the City Council's town and district centre car parks.*
  - 5) To enhance access to the district centres, develop a sense of identity, and improve the attractiveness of district centres, extend the Legible Cities programme to the town and district centres and devise an approach to prioritise resources. (The Legible Cities Project is explained in paragraph 51).
22. **To enhance the vitality and viability of Portswood District Centre it is recommended that:**
- 6) The impact that the new development on the bus depot site has on the economic well-being, traffic levels and congestion within Portswood District Centre is monitored.
  - 7) *The potential to reduce the length of the taxi rank to enable more on-street car parking within the District Centre is investigated.*
23. **To enhance the vitality and viability of Bitterne District Centre it is recommended that:**
- 8) Southampton City Council invests in the public realm to improve the appearance of Bitterne District Centre.
  - 9) Through the Sites and Policies Plan process, the existing adopted local plan, and the determination of planning applications, the City Council

facilitates proposals which come forward for the provision of an additional food store within Bitterne District Centre to promote greater competition.

**24. To enhance the vitality and viability of Woolston District Centre it is recommended that:**

- 10) *The time limit for on-street parking is raised from 30 minutes to a minimum of 1 hour.*
- 11) *Signage within the District Centre is improved to raise awareness of available car parking provision within the District Centre.*
- 12) *The Cabinet Member for Economic Development makes representation to the Government about the Business Rate Valuation levels being charged within Woolston District Centre.*
- 13) *If the initiative utilising the Future Jobs Programme to improve the externals of vacant business premises in Woolston District Centre is successful, this approach be applied across all of Southampton's town and district centres.*
- 14) *Building upon work undertaken by Swaythling Housing Society, a vision for Woolston District Centre is developed, in conjunction with traders and local community groups that identifies how Woolston District Centre can be revitalised, and funding is sought to deliver the vision.*

**25. To enhance the vitality and viability of Lordshill District Centre it is recommended that:**

- 15) *The consultants appointed to undertake the Lordshill Masterplan take into account the best practice in planning for district centres (eg as identified by the Association of Town Centre Management and others), and best practice employed within New Town developments when developing the Lordshill Masterplan.*
- 16) *The consultants appointed to undertake the Lordshill Masterplan consult residents fully throughout the Masterplanning process, and utilise Sainsbury's expertise in helping to promote successful centres.*

**26. The District Centres Inquiry report was considered by OSMC on 18<sup>th</sup> February 2010 and agreed that the following recommendations should be included:**

- 17) *That the possibilities of splitting vacant shop premises within the district centres into a number of smaller retail units or work areas be investigated.*
- 18) *That an annual review of the health and potential of the district centres be undertaken and the results be presented to the OSMC as part of the State of the City report from the Leader.*
- 19) *That the Cabinet Member for Economic Development request that officers investigate an appropriate mechanism or forum for traders across the City to exchange ideas and best practice.*

## District Centres Inquiry

### Introduction

27. Southampton's main city-wide planning document, the Core Strategy, identifies that Southampton has 1 town centre, Shirley, and 4 district centres, Bitterne, Lordshill, Portswood and Woolston.
28. The importance of Southampton's town and district centres is outlined within the Core Strategy. The Proposed Submission - Core Strategy Summary Leaflet, identifies, when referring to Southampton's town and district centres, that:

*"The continuing viability of these centres is important to local residents since very often they are the focus for the community, providing local shops, small scale offices, leisure and other facilities and services."*<sup>1</sup>
29. However, the British Retail Consortium reports that the number of empty shops on Britain's high streets has trebled since Autumn 2008 and that many high streets are approaching a "tipping point" after which they will no longer be viable commercial centres.<sup>2</sup>
30. Recognising the importance of Southampton's town and district centres, and the impact that an under performing centre can have on a local community, the Overview and Scrutiny Management Committee (OSMC), at its meeting on 18<sup>th</sup> June 2009, requested that the Economic Well Being Scrutiny Panel undertake a full inquiry into District Centres and report back their findings to the OSMC in 2010. The full terms of reference for the inquiry, agreed by the OSMC, are shown in Appendix 1.
31. The approved objectives of the Inquiry are:
  - To examine the project development and planning process for the Shirley Town Centre development and the key lessons from this work
  - To examine the successful development of a district centre in another city, how this involved any local traders and the outcomes achieved
  - To examine the key factors that contribute to the stimulation of local economies, particularly in the current economic climate
  - To assess the viability of district centres and factors that contribute to their sustainability
  - To consider how the lessons from the evidence gathered and the factors considered in the review can be applied in the development and improvement of other district centres in the City.
32. The recommendations within this report have been generated by the delivery of the objectives identified above. The Scrutiny Panel have focussed particular attention on identifying best practice, and applying the lessons learnt from the evidence gathered to identify actions that will improve the outcomes for Southampton's town and district centres. The key lessons from the Shirley Town Centre development are identified within paragraphs 59 - 61, and are reflected in the recommendations.

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<sup>1</sup> Proposed Submission, Core Strategy Summary leaflet, Southampton City Council, 2008,P4

<sup>2</sup> 21<sup>st</sup> Century High Streets: A vision for our Town Centres, British Retail Consortium, 2009

## **Consultation**

33. The Economic Well Being Scrutiny Panel undertook the inquiry over 7 meetings and received evidence from a wide variety of organisations and individual traders to meet the agreed objectives. This included the Chief Executive of the Association of Town Centre Management. A list of witnesses that provided evidence to the inquiry is detailed in Appendix 2. Members of the Economic Well Being Scrutiny Panel would like to thank all those who have assisted with the development of this review.

## **Background**

### **Defining District Centres**

34. The Government's main objective for town and district centres is to promote their vitality and viability. To deliver the Government's objective local planning authorities are required to, through Planning Policy Statement 6, "Planning for Town Centres" (March 2005), define a network and a hierarchy of retail centres. Table 1 below identifies the types of centres and their main characteristics.

35. **Table 1: Retail Hierarchy - Types of Centre<sup>3</sup>**
1. **City** - City centres are the highest level of centre identified in development plans. In terms of hierarchies, they will often be a regional centre and will serve a wide catchment.
  2. **Town** - Town centres will usually be the second level of centres after city centres and, in many cases, they will be the principal centre or centres in a local authority's area.
  3. **District** - District centres will usually comprise groups of shops often containing at least one supermarket or superstore, and a range of non-retail services, such as banks, building societies and restaurants, as well as local public facilities such as a library.
  4. **Local** - Local centres include a range of small shops of a local nature, serving a small catchment. Typically, local centres might include, amongst other shops, a small supermarket, a newsagent, a sub-post office and a pharmacy.

36. Nationally, the vitality and viability of town and district centres has been impacted upon by the growth of out of town retailing, internet shopping and the concentration of development within city centres. To promote the vitality and viability of town and district centres, Planning Policy Statement 6 stipulates that development should be focused in existing centres with its scale relating to the role and function of the centre within the retail hierarchy and its catchment. A sequential approach should be applied to development proposals and they should only be located on edge of centre or out of centre sites if it has been demonstrated that there is no unacceptable impact on centres, there is a need for the development, and that there are no suitable, available or viable sites within existing centres.

### **Retail Hierarchy – Southampton**

37. Policy CS3 within the Core Strategy, outlines the retail hierarchy within Southampton:
1. **City centre** - Southampton city centre serves city wide and regional needs
  2. **Shirley Town Centre;**
  3. Four **District Centres;** Portswood, Bitterne, Woolston and Lordshill

<sup>3</sup> Planning Policy Statement 6: Planning for Town Centres, ODPM, 2005, p30

The town centre and district centres meet the 'week to week' needs for their area of the city and local non food and community services.

4. A network of **Local Centres** - Local centres meet the 'day to day' needs for the immediate neighbourhood.

38. Policy CS3 states that:

*“The Council will support the role of the town and district centres in providing shops and local services in safe, accessible locations. New development should make a positive contribution to the centres’ viability and vitality, promote and enhance its attractiveness, respect where possible the historic street patterns and building lines and improve its connectivity to surrounding residential neighbourhoods.*

*Non-residential development serving a city wide or sub regional catchment will be focused on the hierarchy of centres with a sequential approach. New development must be at a scale appropriate to the size and role of the centre.”*

39. This policy supports Strategic Objective 6 within the City of Southampton Strategy, that states that 'Southampton will have a unique sense of place - a place with distinctive neighbourhoods and district centres providing a focus for local services and community activities', and Southampton City Council's priority to get the city working.

#### **Why are Southampton's Town and District Centres Important?**

40. In Southampton, in accordance with the hierarchy of centres, much of the planned development is focussed on the city centre with the expectation that this will act as catalyst for increasing prosperity across the City. However, the town and district centres also play a key role in supporting the social, economic and environmental well being of the City. The concentration or cluster of a range of goods, services and facilities in one area creates a centre for communities and activities enabling people to make one trip for many reasons.
41. The town and district centres in Southampton therefore have an important and broad ranging role at the heart of the local communities. Town and district centres in Southampton are:
  - Home to some 500 shops
  - Significant employment hubs
  - Hubs of communities
  - Home to a broad range of services
  - A focus for leisure activities
  - A focus for social interaction
  - Easily accessible
  - Transport hubs
  - Supporting the local economy.
42. Southampton's town and district centres also include venues that enhance Southampton's night time offering. This is the focus of an inquiry by the Environment and Sustainability Scrutiny Panel who are currently undertaking an inquiry into Southampton's Night Time Economy. Recommendations generated by the Night Time Economy inquiry may have implications for Southampton's town / district centres where opportunities to develop the night time offering exist.

## **Key Principles for Successful Town and District Centres**

43. At the first meeting of the Inquiry Simon Quin, Chief Executive of the Association of Town Centre Management (ATCM), Europe's largest membership organisation dedicated to promoting the vitality and viability of town and city centres, outlined for the Scrutiny Panel the key elements for successful and sustainable town and district centres.
44. According to the ATCM, the key to success is based on getting the 4 P's right – **Place, People, Partnership, Policy**.
45. **Place** – For a town or district centre to be successful it must have the following:
- Attractions** – There must be a reason to visit the town / district centre. People may visit for:
- Shopping
  - Entertainment
  - To work
  - Access Services (Council / Health / Education / Worship)
  - They live there.
- Accessibility** – You need to be able to get into and out of the town / district centre by bus, car, cycling and walking and orientate yourself when you are there.
- Amenity** – The town / district centre must be a place where you want to linger. It needs to be clean, safe and attractive.
- Action** – There should be events happening in the town / district centre.
- All of the above have to be co-ordinated to improve place.
46. **People** - You need to understand how people use the town / district centre, identify what people think about the centre and who the key stakeholders are.
47. **Partnership** – There is a need to work with local businesses, and local media to collectively improve town / district centres. Partnerships can operate strategically and operationally.
48. **Policy Framework** – There is a need to integrate policy across local authority services and with partners to support the vitality and viability of town and district centres.
49. Following the principles identified above the Scrutiny Panel sought to use the subsequent meetings of the Inquiry to compare Southampton's town and district centres against good practice, and to look at Southampton City Council's general approach to supporting the vitality and viability of the town and district centres.



## **Findings – How do Southampton’s Town and District Centre’s Compare?**

### **Southampton City Council’s Services and Policies**

50. At meeting 2 of the Inquiry the City Council’s services and policies that impact on the vitality and viability of town and district centres within Southampton were analysed, with the support of appropriate Southampton City Council officers, to identify how services compare with the key principles for successful district centres identified by the ATCM. A list of consultees is shown in Appendix 2.
51. This approach focussed predominantly on the Place element of the 4 P’s with Southampton City Council services being fundamental to the accessibility of town and district centres and the amenity aspects (clean, safe, attractive).
52. **Accessibility** – Meeting 2 of the Inquiry identified that in general terms Southampton’s town and district centres:
- Are well served by public transport and are public transport hubs.
  - Have adequate car parking provision, possibly with the exception of Portswood, and that parking in City Council car parks within the town and district centres is free for the first 5 hours. However, the clarity of the car park signage needs to be improved to raise awareness of the 5hrs free parking available.
  - Local direction signage is provided from the nearest main routes to the designated town and district centres. The Panel were informed of the Legible Cities Project that is being implemented to improve wayfinding, identity and understanding of the City Centre through, amongst other things, the installation of pedestrian signposts and map installations. Members of the Panel expressed the view that an extension of the Legible Cities Project to Southampton’s town and district centres would help to enhance the accessibility, attractiveness and identity of centres.
53. **Recommendations -To improve the accessibility of Southampton’s town and district centres it is recommended that:**
- The clarity of the car park signage is improved to ensure that shoppers are aware of the 5hr free parking available within the City Council’s town and district centre car parks.
  - To enhance access to the district centres, develop a sense of identity, and improve the attractiveness of district centres, extend the Legible Cities programme to the town and district centres and devise an approach to prioritise resources.
54. **Amenity (Clean, safe and attractive)** – Meeting 2 of the Inquiry identified that in general terms Southampton’s town and district centres:
- Are supported by a strong cleaning regime. Town and district centres all receive daily visits from the District Clean Teams, scheduled for early in the morning to ensure that the bulk of the cleaning work is completed before the majority of visitors arrive. In addition Shirley Town Centre and

Portswood and Bitterne District Centres are provided with street orderly's to stay on top of the litter through the day.

- Have varying problems with crime and disorder but they are not hotspots for crime. However, they can be intimidating places after dark.
  - Attractiveness varies from centre to centre. Not all of Southampton's district centres have received investment to enhance the public realm. Members of the Scrutiny Panel were informed of a report from the Commission for Architecture and the Built Environment (CABE) that identified that investment in good street design brings quantifiable financial returns and that the quality of a high street can add at least 5% to the price of homes and the level of retail rents.<sup>4</sup>
  - Crime Reduction Environment Weeks (CREW) have taken place in town and district centres over the past 18 months to improve their cleanliness, safety and appearance.
55. This exercise provided an overarching view of key City Council services and the impact they have on the town and district centres. A wider comparison with the key principles for successful town and district centres was provided when individual town and district centres were analysed by the Scrutiny Panel.

### **Shirley Town Centre**

56. At meeting 3 of the Inquiry the Scrutiny Panel examined the vitality and viability of Shirley Town Centre. Shirley is the second largest centre in Southampton after the City Centre.

#### **Place**

57. Attractions – There are 259 businesses in Shirley Town Centre, this includes over 230 shops. There are a mix of national retailers and a range of independent shops providing both convenience and comparison goods. According to a recent BBC Survey 7%<sup>5</sup> of the units are vacant, this compares favourably with the national average of 13.5%<sup>6</sup>.



<sup>4</sup> Paved with gold: the real value of good street design, CABE, 2007

<sup>5</sup> How the recession has changed your High Street, BBC Website, 22 October 2009

<sup>6</sup> Experian research, quoted on BBC website, 22 October 2009

58. Shirley Town Centre is also home to in excess of 50 cafes, pubs and restaurants, and there are a number of community facilities such as a library, police station, church, and a housing office that attract people to the centre.
59. Accessibility – Shirley Town Centre is well served by public transport, has adequate car parking, cycling and bus facilities.
60. Amenity – Shirley Town Centre has benefitted from significant investment. The Shirley ‘Streets Ahead’ project along Shirley High Street was largely completed between 1995 and 1999 in partnership with Hampshire County Council. The main objectives were to increase pedestrian safety, to improve mobility for all users, to upgrade the appearance of the street scene environment and to reduce traffic speed. Improvements included the provision of better pedestrian, cycling and bus facilities, together with carriageway and footway improvements and distinctive street lighting enhancements.
61. There were some further improvements to the footways undertaken between 2005 and 2008 through use of highways maintenance and other funding (capital spend in 2008/09 was approximately £1m).
62. A key objective of the District Centres Inquiry is to examine the project development and planning process for the Shirley Town Centre development and the key lessons from this work. Discussions at the Scrutiny Panel meeting identified that the capital investment has improved the appearance of Shirley Town Centre and has improved road safety. However, no study has been undertaken on the impact of this investment on the vitality and viability of Shirley Town Centre, and due to the availability of various funding streams the Scrutiny Panel considered that the work in Shirley Town Centre has been piecemeal and largely uncoordinated. These key lessons need to be learnt by the City Council and are reflected in recommendations 1, 2 and 3 of this report.
63. Action – The Scrutiny Panel were informed that few events are currently held in Shirley Town Centre. However, from Spring 2010 it is expected that a weekly market will operate in Shirley on the triangle of land in front of Sainsbury’s and the library.

### **Partnership**

64. A traders association is currently being formed for Shirley Town Centre, with the support of the City Council’s Economic Development Team. The traders association will be responsible for the market.

### **Summary**

65. The limited information presented to the Panel identifies that Shirley Town Centre is in good health and is performing a similar role to a freestanding town centre. Vacancy levels are low, there are adequate attractions to encourage footfall, the public realm has been enhanced and accessibility is good. The addition of a weekly market and a traders association will further enhance the vitality and viability of Shirley Town Centre, however there is a need to support the Town Centre to ensure it remains successful and sustainable.

## **Portswood District Centre**

66. Portswood District Centre has a linear urban form along Portswood Road and the District Centre serves a large population in the north of Southampton. The vitality and viability of Portswood District Centre was discussed at the 4<sup>th</sup> meeting of the Inquiry.

### **Place**

67. Attraction - Portswood District Centre has approximately 108 shops, including a range of convenience stores, local comparison shops and services. There is a post office, bank and 2 pharmacies. The number of charity shops has risen however, the vacancy rate within the District Centre is low at 7%.
68. The Centre includes a range of community facilities such as a surgery, church, library and a police station within the vicinity of the District Centre. In addition there are a number of cafes, pubs and restaurants in the District Centre (12 according to 2008 planning survey findings).
69. Accessibility – Portswood District Centre is well served by public transport but finding a car parking space can be difficult. Local Councillors in attendance at the meeting commented on the length of the taxi rank within the District Centre and questioned whether this could be shortened to allow for more on-street parking.
70. Amenity - Portswood District Centre has a distinctive character and the appearance of the Centre has benefitted from recent public realm enhancements.



71. Action – Invited guests were not aware of any events that take place in Portswood District Centre to encourage more people to visit.

### **Partnership**

72. There is no traders association for Portswood District Centre. Invited representatives from Waitrose expressed a desire for closer co-operation with fellow retailers and the establishment of a traders association for Portswood.

## **Bus Depot Development**

73. The Scrutiny Panel were informed of a development planned for Portswood that would have a significant impact on the District Centre. The bus depot site on Portswood Road is to be redeveloped to provide a new supermarket, with associated 325 space car park, medical centre, and 140 residential units.
74. A survey undertaken in 2006/07 identified that 30% of Portswood householders do their main food shop outside Southampton, and only 24% do it within Portswood District Centre. It is anticipated that the new Sainsbury's supermarket will encourage more shopping to be undertaken locally and it is hoped that through the design of the store and its proximity to the District Centre, planning restrictions limiting the offering that the supermarket can sell (eg no post office, no pharmacy), signage, and public realm enhancements, more shoppers will venture into Portswood District Centre before or after their visit to the supermarket. The additional car parking provision could also reduce the pressure on existing parking within the District Centre.
75. The Scrutiny Panel, and invited consultees, were concerned about the impact that a new supermarket would have on existing traders within the District Centre, but the main concern related to the impact that the development would have on traffic levels as a result of visits to the supermarket and the relocation of the bus depot to an alternative site.

## **Summary**

76. The information presented to the Scrutiny Panel identifies that Portswood District Centre is in reasonable health. There are a good range of shops and other attractions, vacancy rates are low, the enhanced public realm has improved the appearance of the District Centre, and it is accessible. The Scrutiny Panel were however, concerned about the lack of a traders association and events in the centre.
77. There was a consensus that the bus depot development has the potential to enhance the vitality and viability of Portswood District Centre, but the impact of the development on traffic levels in the area needs to be monitored as the success of the new development, and the subsequent impact on the well-being of the District Centre, could be determined by accessibility.

78. **Recommendations - To enhance the vitality and viability of Portswood District Centre it is recommended that:**

- The impact that the new development on the bus depot site has on the economic well-being, traffic levels and congestion within Portswood District Centre is monitored.
- The potential to reduce the length of the taxi rank to enable more on-street car parking within the District Centre is investigated.

## **Bitterne District Centre**

79. Bitterne District Centre serves the north-east of the City and includes a pedestrianised precinct.

## Place

80. Attractions - Bitterne District Centre contains over 80 shops and there is a reasonably good range of shops and services for the size of the centre. However, since Safeway's withdrawal from the District Centre invited consultees and members of the Scrutiny Panel expressed the view that greater competition to the remaining supermarket would further enhance the attractiveness of the centre's offering.
81. Vacancy levels in Bitterne District Centre are low at 5% and this number has actually decreased during the recession, reflecting the growing popularity of the District Centre.
82. Bitterne District Centre contains a number of community facilities including a leisure centre, library and health clinic (separated from the main part of the District Centre by the A3024), churches, as well as 13 cafes, pubs and restaurants according to a 2009 planning survey.
83. Accessibility - Bitterne District Centre is well served by public transport and there are 2 large car parks with 5hrs free parking serving the District Centre.
84. Amenity – The appearance of the pedestrianised precinct is improved by the addition of hanging baskets funded by the Bitterne Village Traders Association, but in general terms the landscaping is hard and the public realm is in need of enhancement. The invited consultees identified that the public realm within the precinct had not been updated since it was created in 1983. This is reflected within the City Council's Core Strategy that identifies as a key priority for Bitterne District Centre 'enhancing the centre's built environment to create a positive street scene' (Policy CS 3 – 4.5.4).



85. Action - Bitterne District Centre regularly hosts events and fun days to encourage more people to visit. There is a Christmas Extravagnza at which Christmas lights, funded through the Traders Association, are turned on. In addition the weekly market, established in October 2008, has had a dramatic impact on the District Centre and footfall has increased by 15-25% since the market commenced. The Traders Association campaigned for the market to be established.



## **Partnership**

86. The Bitterne Village Traders Association has been the key vehicle responsible for increasing the viability and vitality of Bitterne District Centre. Southampton City Council supported the creation of the Traders Association and, along with the police, regularly attend meetings of the Bitterne Village Traders Association.

## **Summary**

87. Bitterne District Centre is an increasingly prosperous district centre. It fulfils most of the criteria for successful 'Places', with the exception of an attractive street scene, and members of the Scrutiny Panel identified that the District Centre would benefit from greater competition to the existing major food retailer.
88. The Bitterne Village Traders Association has been a key driver behind the increased vitality and viability of Bitterne District Centre.

89. **Recommendations - To enhance the vitality and viability of Bitterne District Centre it is recommended that:**

- Southampton City Council invests in the public realm to improve the appearance of Bitterne District Centre.
- Through the Sites and Policies Plan process, the existing adopted local plan, and the determination of planning applications, the City Council facilitates proposals which come forward for the provision of an additional food store within Bitterne District Centre to promote greater competition.

## **Woolston District Centre**

90. Woolston District Centre serves a population in the east of Southampton. The vitality and viability of Woolston District Centre was discussed at the 5<sup>th</sup> meeting of the Inquiry.

### **Place**

91. Attractions - Woolston District Centre has 103 shop units. There are a limited range of national multiples and although the District Centre is capable of meeting the day to day needs of the local community, it has a more limited range than the previous district centres, a high number of charity shops and takeaways, and it has a smaller main supermarket than Southampton's other town and district centres.
92. The vacancy rate within the District Centre is high. When planners surveyed the area in Autumn 2009 vacancy rates were recorded as being at 16%. Local traders invited to the meeting of the Scrutiny Panel indicated that this figure is now nearer 30% than 16%, this is well above the national average.
93. Reflecting this, Woolston District Centre is the only centre that has been unable to fill the unit vacated when Woolworth's collapsed in 2008, and surveys undertaken in 2007/08 for the Centenary Quay development identified that only 14% of total household food shopping undertaken by Woolston residents is done in Woolston District Centre.

94. Woolston District Centre contains a number of community facilities including a health clinic, library, social club, housing office as well as 15 cafes, pubs and restaurants according to a 2008 planning survey. Swaythling Housing Society is also seeking to establish a community 'Shop Front' facility on Victoria Road to act as an information hub and to provide outreach services to the local community.
95. Accessibility - Woolston District Centre is well served by public transport and there is adequate car parking provision available. However, local traders invited to the meeting identified a problem with the limited length of time available to park for free on the streets outside the shops. The current 30 minute limit was deemed to be insufficient to do the necessary shopping and return to the car. This has resulted in parking fines being given to shoppers, further impacting on the modest footfall in the District Centre.
96. The invited Woolston Councillors also highlighted the lack of signage to raise awareness of the location and availability of car parks within the District Centre.
97. Amenity – Woolston District Centre has a relatively poor appearance with signs of a lack of investment. The public realm needs enhancing and the empty shops add to the general feeling that the area is in decline.



98. To help address some of these problems consideration is being given to utilising Future Jobs Programme participants to improve the external of business premises and, through working with Active Communities in the Neighbourhoods Directorate, work with young people to prepare the former Vosper Thorneycroft site hoardings so that a mural could be painted on parts of the hoarding, thereby improving the appearance.
99. In addition a CREW week is scheduled for Woolston in February 2010. This will tidy up the area, remove litter and graffiti, and engage schools and traders demonstrating a commitment to change in the area.
100. Action – A 3 day Christmas Festival was recently held in Woolston District Centre to attract people to the area. Organised by Swaythling Housing Society, and Active Communities, the events included live music, a craft fair and late night opening of Woolston's shops.



101. Consideration was given at the meeting of the Scrutiny Panel to the possibility of having a market in Woolston District Centre. However, there was scepticism amongst traders and Councillors that a market would be successful in Woolston.

### **People**

102. Consultation undertaken by Swaythling Housing Society in June 2009 to find out whether there was interest in a future community 'Shop Front' facility in Woolston District Centre revealed the following insights:
- Consultation identified that when asked what 3 things people dislike most about Woolston 48% identified the state of the shops/lack of them (highest response) and 16% identified the empty shops (second highest response)
  - Consultation identified that when asked what 1 thing would make the most difference to your life in Woolston the most popular response was a better variety of shops (29%)
  - During the consultation exercise the issue of the Victoria Road shopping area was uppermost in everyone's responses. More people complained about the empty shops, the lack of supermarket variety (Co-op monopoly), the litter and the general run down appearance than any single issue.

### **Partnerships**

103. There is currently no traders association for Woolston District Centre. Attempts were made by Southampton City Council officers 2 years ago to help establish a traders association in Woolston but this failed.

### **Centenary Quay**

104. At the 5<sup>th</sup> meeting of the Inquiry the Scrutiny Panel were provided with detailed information of a substantial development planned for Woolston that will have a significant impact on the District Centre. Outline planning permission has been approved for a major mixed use regeneration of the former Vosper Thorneycroft site at the edge of the District Centre. This development, known as Centenary Quay, will include 1,620 dwellings (mainly flats, some town houses, 25% affordable) a supermarket, other shops and restaurants, 100 bed hotel, library, day nursery, marine employment, new public spaces, a riverside walkway, and a public pontoon.
105. The developer is aiming to be on site in the first half of 2010 and the full build programme is expected to be completed in about 10 years time. The retail element includes a supermarket with a sales area of 3,024 sq m (slightly smaller than Asda in the City Centre), other retail units at 1,200 sq m and restaurants.
106. The retail element forms phase 2 of the development and could be completed within 4 years. Planning conditions limit the non-food offering that the supermarket will be allowed to provide, with no post office or pharmacy among the concessions excluded. The retail use of the remaining units will be predominantly restricted to the sale of yacht and marine goods.

107. The supermarket will be located at the northern part of the site and will be designed to enable easy access into the existing centre to help the new development integrate well with the southern end of the existing District Centre.
108. It is expected that the new supermarket will anchor the District Centre and will encourage more people to do their food shopping in Woolston, and the extra people living and working within the development will support more top up shopping for district centre stores. The benefit should therefore spread across a wide number of stores but it will impact on the Co-op and potentially on other food stores in the District Centre.
109. The Centenary Quay development will also result in public realm enhancements within the District Centre, to the value of £500,000. This is scheduled to commence prior to the occupation of the supermarket.
110. The development will also include a range of other developer contributions, including an additional approx £1.4 million for traffic schemes phased through the development.
111. The Scrutiny Panel recognised that the regeneration of Centenary Quay offers the opportunity to transform Woolston and enhance the District Centre. It will attract people to the area through the enhanced supermarket offering, the restaurants, the employment, local services, improved local amenities and public realm, access to the waterfront, and the increased population.

### **Summary**

112. Woolston District Centre is currently in poor health. This has been attributed partly to the closure of Vosper Thorneycroft, the significant employer within the District Centre, in 2004. The closure resulted in reduced footfall within the Centre that the area has not recovered from. The high Business Rates levels facing traders has compounded the problems still further.
113. The Scrutiny Panel expressed concern that Woolston District Centre has reached a tipping point and unless usage increases the Centre will become unsustainable. This is clearly of concern to local residents as identified by the consultation undertaken by Swaythling Housing Society in June 2009.
114. The Centenary Quay development offers real hope for the regeneration of the Woolston District Centre. However, unless action is taken now there is real concern amongst the traders that retailers will have vacated the District Centre before the Centenary Quay development is able to benefit the area. This could impact on the desirability of the residential units scheduled for Centenary Quay.
115. This report has however, identified that work is ongoing to support Woolston District Centre. In addition to the potential use of the Future Jobs Fund to improve the appearance of the centre, the Christmas Festival held in Woolston, and the CREW week scheduled for February, an Economic Development Officer has been given the task of co-ordinating the City Council's efforts to address the downturn in Woolston District Centre's fortunes. This has been welcomed by the Scrutiny Panel.
116. In addition, at the 5<sup>th</sup> meeting of the Inquiry the Scrutiny Panel heard numerous suggestions that consultees believe would help to increase the vitality and viability of the District Centre. This has led the Panel to conclude that there should be a vision developed for Woolston District Centre, in conjunction with

traders and community groups that identifies how Woolston District Centre can be revitalised to help realise the centre's potential and ensure that the area has a centre that is able to meet the week to week needs of the community.

117. **Recommendations - To enhance the vitality and viability of Woolston District Centre it is recommended that:**

- The time limit for on-street parking is raised from 30 minutes to a minimum of 1 hour.
- Signage within the District Centre is improved to raise awareness of available car parking provision within the District Centre.
- The Cabinet Member for Economic Development makes representation to the Government about the Business Rate Valuation levels being charged within Woolston District Centre.
- If the initiative utilising the Future Jobs Programme to improve the externals of vacant business premises in Woolston District Centre is successful, this approach be applied across all of Southampton's town and district centres.
- Building upon work undertaken by Swaythling Housing Society, a vision for Woolston District Centre is developed, in conjunction with traders and local community groups that identifies how Woolston District Centre can be revitalised, and funding is sought to deliver the vision.

**Lordshill District Centre**

118. Lordshill is located in the north west of Southampton and the District Centre was developed in the 1960's / 70's. The vitality and viability of Lordshill District Centre was discussed at the 5<sup>th</sup> meeting of the Inquiry.

**Place**

119. Attractions - Lordshill District Centre is dominated by a Sainsbury's supermarket, currently the largest of any in the town or district centres within Southampton. There are only 11 shops in the District Centre, far fewer than the other district centres, but it does contain a good range of community facilities such as a health centre, with a doctors surgery and dental practice, a library, housing office, church, pub and community centre. Vacancy levels are low.

120. Accessibility - Lordshill District Centre can be accessed by public transport but it is dominated by the car with a disjointed environment for pedestrians, and of poor design and layout that fails to connect the centre with the surrounding streets and community.

121. Amenity - Lordshill District Centre's public realm is bland and in need of enhancement. The District Centre environment was noted as being at times intimidating, and partly due to design, was the centre with the greatest concerns regarding the level of crime and disorder.

122. Action – The community centre located within the district centre opened in September 2009, and Active Communities informed the Scrutiny Panel that the new hall is attracting a lot of bookings.

## Partnerships

123. There is no traders association for Lordshill District Centre



## Lordshill Masterplan

124. Limited analysis was undertaken of the existing Lordshill District Centre because at the Inquiry meeting the Scrutiny Panel were informed of a development that will fundamentally impact upon the vitality and viability of Lordshill District Centre.
125. Southampton's Core Strategy states that: "Lordshill District Centre is to undergo a comprehensive redevelopment to improve its design and expand the range of services to serve the north western area of the city and neighbouring areas."
126. To help deliver this Southampton City Council has recently appointed consultants to prepare a masterplan to guide the future development of the Lordshill area within the City. Work will start on the masterplan in early 2010, and it is scheduled to be completed by the end of July 2010.
127. Four key drivers behind the development have been identified as:
- The Estates Regeneration Programme
  - Co-location of community based services
  - Education (Building Schools for the Future, and Academies)
  - Private sector inputs and partnership
128. The Scrutiny Panel were provided with the Lordshill Masterplanning Project Brief. The Project Brief identifies that the overall outcome for the masterplan study will be: "To secure a long term twenty year vision for the regeneration of the Lordshill area which is practical, affordable and deliverable".
129. Members of the Scrutiny Panel expressed their interest in the large scale regeneration of Lordshill, not just the District Centre. The Panel were keen to see the appointed consultants take into account the best practice in planning for district centres, as identified by the Association of Town Centre Management and others, and best practice employed within New Town developments when undertaking the masterplanning process.

130. The Scrutiny Panel recognised the importance of consultation throughout the masterplanning process, particularly with the local community, and recommended that the consultants utilise the expertise acquired by Sainsbury's in helping to promote successful centres when developing proposals for Lordshill District Centre.

### **Summary**

131. Lordshill District Centre is currently in moderate health. It has low vacancy rates and a number of community facilities. However, it has a limited retail offering, is poorly designed, and its vitality and viability is reliant on the Sainsbury's store.
132. The plans for the redevelopment of Lordshill District Centre, as part of a wider regeneration of the Lordshill area, provide an opportunity to strengthen and improve the District Centre to enable it to more effectively perform the role as the key district centre in the north west of Southampton.

133. **Recommendations - To enhance the vitality and viability of Lordshill District Centre it is recommended that:**

- The consultants appointed to undertake the Lordshill Masterplan take into account the best practice in planning for district centres (eg as identified by the Association of Town Centre Management and others), and best practice employed within New Town developments when developing the Lordshill Masterplan
- The consultants appointed to undertake the Lordshill Masterplan consult residents fully throughout the Masterplanning process, and utilise Sainsbury's expertise in helping to promote successful centres.

### **General Findings**

134. The analysis of individual town and district centres has helped identify specific issues that require attention within each centre. However, the inquiry process has identified a number of issues, linked to the principles of a successful town and district centre, that impact on the vitality and viability of all of Southampton's town and district centres.

### **People / Performance Management – Understanding the town and district centres**

135. The ATCM outlined the importance of understanding who uses a centre, how people use a centre, what people think about the centre and who the key stakeholders are.
136. The inquiry has identified that Southampton City Council has a limited awareness of a number of these issues and that there is a need to have a greater understanding of Southampton's town and district centres.
137. The information provided to support the analysis of the vitality and viability of the town and district centres has either been generated by the City Council's Planning Policy Team surveys or it has been obtained by developers to support planning applications for major developments in the district centres.

138. The available information includes vacancy levels, and the type of retailers but does not include details on lead indicators such as footfall, residents / customers views or business confidence that would enable the City Council, with partners, to identify changes within a centre and to respond rapidly to them.
139. Planning Policy 6 – “Planning for Town Centres”, stipulates that the vitality and viability of centres should be kept under regular review, to detect changes over time, and that local authorities should regularly collect information, preferably in co-operation with the private sector on key indicators. It concludes that this should, amongst others, include information on such things as pedestrian flows (footfall), customer and residents’ views and behaviour, as well as details on vacancy levels, shopping rents and perceptions of crime.<sup>7</sup>
140. The need for Southampton City Council to improve its understanding of the town and district centres was expressed during the Inquiry by the City Council’s Economic Development Manager who, to summarise his written evidence to the Panel, concluded:

‘Whilst the survey work carried out by the Forward Planning Team provides an invaluable record of the condition of district centres because it is based upon limited analysis there is a danger that the incorrect conclusions might be drawn. In addition, district centres are impacted by rapid and dynamic change in market trends and conditions and evidence from elsewhere in the UK indicates that there is the potential for sudden and rapid decline.

As a consequence there is a need to:

- Develop a greater understanding of the way in which our district centres function.
- Develop a more informed view of the condition of our district centres.....This might also include footfall counts and analysis of property prices. All data needs to be benchmarked against data that provides some context.
- The development dynamics in district centres require greater understanding in order that opportunities to strengthen them through this route are taken. This may include the inclusion of non-retail activities such as residential, offices and other workplaces that have the capacity to generate new trade.
- The expectations of those who shop and/or live within the catchment areas of district shopping centres needs to be understood.’

### **Policy – Proactively managing change**

141. Planning Policy Statement 6 states that: ‘In order to deliver the Government’s objective of promoting vital and viable town centres....local planning authorities should:
- Actively promote growth and manage change in town centres
  - Adopt a proactive, plan-led approach to planning for town centres.’<sup>8</sup>

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<sup>7</sup> Paraphrased from Planning Policy Statement 6: Planning for Town Centres, ODPM, 2005, p28/29

<sup>8</sup> Paraphrased from Planning Policy Statement 6: Planning for Town Centres, ODPM, 2005, p7

142. Southampton City Council's planning policies have been successful in attracting development within a number of town and district centres, and the policy to encourage supermarkets to anchor town and district centres has helped secure the Portswood Bus Depot development, and the development at Centenary Quay in Woolston.
143. The Scrutiny Panel recognised the role played by planning policies in enhancing the vitality and viability of Southampton's town and district centres, but the Panel believe that the City Council can do more to actively manage change and shape the offering within the centres.
144. Southampton City Council has recently commenced the preparation for the development of a Sites and Policies Development Plan. This document will accompany the Core Strategy, and will look in detail at key sites within the town and district centres.
145. The development of a Sites and Policies Development Plan provides the City Council with the opportunity to increase understanding of Southampton's town and district centres, as requested in the previous section, and to use the acquired information to, in conjunction with other tools, plan for the growth and development of the centres alongside the wider management role of the City Council.

146. **Recommendations - To improve understanding of Southampton's town and district centres, and to actively promote growth and manage change, it is recommended that:**

- The City Council, using Planning Policy Statement 6 as a guide, collates and analyses on a regular basis, relevant performance measurement information on the health of the town and district centres. This may include existing data on cleansing, crime, vacancy rates as well as information available from the Chamber of Commerce on business confidence.
- Through the Sites and Policies Plan process, and monitoring / implementation of the existing adopted Local Plan, the City Council's increases its understanding of the vitality and viability of the town and district centres, and that this information is used to assist in managing change in town and district centres where needed, and when consistent with planning powers.

**Partnerships / Policy Framework – Improve the co-ordination within town and district centres**

147. The Chief Executive of the ATCM identified the importance of working in partnership with local businesses and stakeholders to collectively improve centres, and the need to integrate policy across local authority services and partners to support the vitality and viability of town and district centres.
148. Two issues related to partnership working and integrating policy have been prominent during the Inquiry:
- The contribution that an effective traders association can have on the

vitality and viability of a town or district centre

- The need to improve how the City Council interacts with stakeholders in district and town centres and co-ordinates services.

149. **Traders Associations** – Evidence provided to the Scrutiny Panel by the Chair of the Bitterne Village Traders Association and the Chair of the Bedford Place Traders Association has revealed how effective a strong traders association can be. Through the co-ordinated efforts of local traders a well chaired traders association can lobby with one voice on behalf of a centre's traders, can pool resources to support events and initiatives, and can provide a support mechanism for traders.

150. The Bitterne Village Traders Association has been key to the turnaround in fortunes of Bitterne District Centre, and Bedford Place is a vibrant location that through the active traders association has organised events, promotional brochures, and campaigns to ensure that local decision makers are aware of traders views.

151. **Interaction with stakeholders and co-ordination of services** – At each meeting the Scrutiny Panel were informed by traders, officers and other invited consultees that there was a need to improve how the City Council interacts with stakeholders and supports town and district centres. The City Council's approach was judged to lack co-ordination and to be under resourced.

152. In summary the evidence provided throughout the Inquiry identified the need for Southampton City Council to:

- Improve contacts with businesses in town and district centres
- Provide a single point of contact for town and district centre stakeholders to liaise with
- Improve communication between departments, and co-ordination of work within town and district centres.

153. The Scrutiny Panel were informed about a number of approaches employed across the country to improve the co-ordination and management of town and district centres.

154. **District Centres Co-ordinator** – Portsmouth City Council employs a City Centre Manager and a District Centres Co-ordinator. The District Centres Co-ordinator post is part funded by Local Authority Business Growth Initiative (LABGI) funding and is charged with helping to improve contacts with businesses from Portsmouth's district centres, to act as a conduit between the City Council and local district centre stakeholders, and to strengthen and develop the district centres. The District Centres Co-ordinator has an office within Cosham Town Centre to maintain a visible presence in the centre.

155. Initiatives delivered through the District Centres Co-ordinator in Portsmouth:

- Cosham Business Association, and Hilsea and North End Business Association were both formed in 2006 (following significant work undertaken by the District Centres Co-ordinator with local businesses)
- Vacant shops initiative – A Not for Profit company is now working with



landlords to recruit new short term tenants to vacant units

- Working with students from South Downs College to design a new branded logo for Cosham, linked to history of area. The Business Association is offering a laptop to the winner
- Events being delivered in district centres – Radio station Wave 105 are media partners and run events (without cost to the City Council) in addition farmers markets, Christmas lights, and other community events are organised by the District Centres Co-ordinator, with local businesses, to increase footfall
- Support given to local businesses – Mystery shopping exercises, training, business advice clinics, speakers on topics (eg police, NNDR). Funders such as the Learning and Skills Council approach the District Centres Co-ordinator who acts as a broker and encourages support from traders
- Worked with traders to reduce costs and reduce problems relating to the collection of trade waste
- Chairs of Business Associations have met the City Council Leader and Chief Executive
- Cosham and Hilsea and North End Business Associations are key stakeholders in regeneration plans for the respective areas and involved in designing schemes relating to centre feasibility.

156. Outcomes generated by District Centre Co-ordinator led initiatives in Portsmouth:

- Active involvement in Business Associations from independent retailers and volunteers help support the District Centres Co-ordinators role
- Business Associations are now active in fighting for improvements to the local area (parking charges etc) and represent a powerful and influential body when operating collectively
- Increased awareness of the needs of district centres from Strategic Directors at Portsmouth City Council
- Providers of business support are now contacting the District Centres Co-ordinator to offer support to district centre businesses
- Increased understanding of the dynamics and issues within the district centres following mystery shopping exercise funded by the Learning and Skills Council
- Improved co-ordination of activities that impact on district centres – e.g. Highways speak with District Centres Co-ordinator and Business Associations
- Greater ownership and understanding of issues by local businesses, and an understanding of how local government operates
- Improved performance across the various district centres – Cosham District Centre has 95% occupancy rate and Hilsea and North End has between 92-95% occupancy rate (as at October 2009).

157. **Place Management Approach** – Bristol City Council piloted a Place Management approach in October 2008. This was a recommendation from a city wide retail study that identified the need for the Council to improve the co-

ordination of support to retail centres.

158. Bristol's Place Management approach is defined as: 'A co-ordinated area based, multi-stakeholder approach to improving locations'. Fundamentally this means delivering better outcomes for the retail centres through a more co-ordinated approach. It is intended that this approach will form part of the work of Bristol's Neighbourhood Partnerships.
159. Each of the 4 pilot centres has a Co-ordinator who acts as the first point of contact and is responsible for engagement with traders, Councillors, other stakeholders, action planning and co-ordination of delivery within the centre. This role is carried out by officers from different teams within the City Council to encourage corporate buy in and a multi-disciplinary approach.
160. The Place Management Co-ordinator works with a Place Management Group comprising representatives from various Bristol City Council departments, and the police. The Place Management Group is responsible for action planning and the delivery of initiatives within the centres. A chart outlining Bristol's approach to Place Management can be found in Appendix 3.
161. Initiatives and outcomes generated by the Place Management approach – At the time the Scrutiny Panel were informed about Bristol's approach the impact of Place Management had not been fully evaluated. However, the officer from Bristol City Council identified that team working had improved, it had raised the profile of the centres and the retail sector, it had helped to improve communications with traders, and had helped to form a new traders association.
162. **Town / District Centre Management** – A number of towns and cities employ an approach similar to 'Streets Ahead Southampton', Southampton's City Centre management company, within town and district centres.
163. Stockport MBC have worked with stakeholders to establish District Centre Partnerships within each of Stockport's 8 district centres. Each partnership comprises local stakeholders such as retailers, Councillors and representatives from statutory agencies, and is supported by District Centre Managers, who assist a number of partnerships. The partnerships develop district centre action plans to enhance the vitality and viability of the centre.
164. The Scrutiny Panel were informed about town centre management by a representative from Sainsbury's, who are one of the top 3 financial supporters of town centre management schemes in the UK.
165. Sainsbury's have acquired significant expertise in town centre management and are committed to develop best practice and share their expertise. Their criteria to determine if they will support a town centre management scheme in an area where they operate, includes the need for the scheme to have:
  - Clear and relevant role
  - Independent structure
  - Inclusive membership scheme
  - Local Authority support
  - Relevant and well defined business plan
  - Retail focussed projects and services
  - Accountability for delivery.

166. Implementing any of the above approaches would help to improve the co-ordination and management of town and district centres, and contribute to the City Council's priority: 'Getting the city working – Improving our links and relationships with businesses will be the key to this work. We need to make sure we support business locally.'
167. When considering the different options available the Scrutiny Panel believe that at this moment in time the District Centre Co-ordinator approach would best serve the needs of Southampton's town and district centres. This approach has delivered improvements within Portsmouth's town and district centres and this success can be largely attributed to the presence of a dedicated officer who has been able to develop strong links with local businesses, understands an area and its needs, is recognised by traders and whose remit is utilised by the City Council to act as a conduit between the City Council and local business.
168. The Place Management approach employed in Bristol appears capable of securing big improvements to the co-ordination and management of services within town and district centres. However, the Panel were informed that the vital role of Place Co-ordinator within the pilot study is placing significant demand on officer time, impacting on their ability to undertake their 'day job' within a service. If full time Co-ordinators were required it would add significant costs to this approach.
169. Town centre management should be an approach that a number of Southampton's town and district centres aspire to implementing to support their growth and development, with financial contributions from stakeholders. However, Bitterne aside, none of the town and district centres have established traders associations yet and members of the Scrutiny Panel considered that the imposition of this approach would be a step too far at this moment in time for the town and district centres.

170. **Recommendations - To improve the co-ordination and management of Southampton's town and district centres it is recommended that:**
- Using Portsmouth's model, appoint a District Centres Co-ordinator to:
    - a. Act as a link between Southampton City Council, traders and other commercial and community interests in town and district centres
    - b. Work with traders to establish traders associations within each town and district centre
    - c. Help establish a programme of events within town and district centres with traders associations and Active Communities
    - d. Act as the lead officer for district centres within the Council, acting as the conduit for a joined-up, planned approach to the future development and improvement of town and district centres
    - e. Explore potential external funding to support initiatives to improve town and district centre management.

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## **Conclusion**

171. Evidence gathered throughout the Inquiry has led the Scrutiny Panel to conclude that Southampton's town and district centres perform a valuable role as centres of retail, services and as a community focus, and whilst the Scrutiny Panel understand that the City Centre will be the focus for much of the planned development in the City, it is important that the town and district centres receive appropriate levels of support, investment and intervention in accordance with their specific needs, as identified by stakeholders, including local residents.

## Appendices

### **Appendix 1 – District Centres Inquiry Terms of Reference**

1. Scrutiny Inquiry Panel: Economic Well Being
2. Nature of the Inquiry: Full
3. Membership:
  - a. Councillor Ball (Chair)
  - b. Cllr Bogle
  - c. Cllr Burke
  - d. Cllr Fuller
  - e. Cllr Osmond
  - f. Cllr Sollitt
  - g. Cllr Wells
4. **Purpose:**
  - a. Exploration of how to stimulate local economies with a focus on a particular district centre including assessing the viability of district centres within the city by examining the lessons learnt in Shirley and their potential application to other areas such as Portswood.
5. **Background:**
  - a. Considerable work was done over a period of years to achieve improvements in the Shirley District Centre. This involved different Council services as well as the private sector. Work is also now planned in other District Centres such as Portswood.
6. **Objectives:**
  - a. To examine the project development and planning process for the Shirley District Centre and the key lessons from this work
  - b. To examine the successful development of a District Centre in another city, how this involved any local traders and the outcomes achieved
  - c. To examine the key factors that contribute to the stimulation of local economies, particularly in the current economic climate
  - d. To assess the viability of District Centres and factors that contribute to their sustainability
  - e. To consider how the lessons from the evidence gathered and the factors considered in the review can be applied in the development and improvement of other District Centres in the City.
7. **Methodology and Consultation:**
  - a. Undertake desktop research
  - b. Identify best practice
  - c. Seek stakeholder views

- d. Conduct interviews with Cabinet Members leading on issues related to District Shopping Centres, Executive Director, Policy Co-ordinator, Heads of Service and local businesses
- e. Examination of policies of supermarkets who may be governed by national directives as well as the views of local shopkeepers
- f. Site visits to District Centres

**8. Timetable - Meetings currently scheduled:**

30<sup>th</sup> September 2009

13<sup>th</sup> October 2009

28<sup>th</sup> October 2009

11<sup>th</sup> November 2009

25<sup>th</sup> November 2009

27<sup>th</sup> January 2010

## Appendix 2 – Project Plan (including a list of witnesses)

DATE	MEETING THEME	TOPIC DETAIL	EVIDENCE PROVIDED BY
30/09/09	Introduction to inquiry	<p>Definition of district centres and why are district centres important?</p> <p>Strategic Policy that supports district centres in Southampton</p> <p>What are the key elements of a successful and sustainable district centre?</p>	<ul style="list-style-type: none"> <li>• Councillor Dean, Cabinet Member for Environment and Transport</li> <li>• Paul Nichols, Head of Planning and Sustainability, SCC</li> <li>• Simon Quin, Chief Executive of the Association of Town Centre Managers</li> <li>• Graham Tuck, Regional and Strategic Planning Co-ordinator, SCC</li> </ul>
13/10/09	Impact of Council Policy	How does Council policy/ services impact on District Centres? (linked to key elements of successful centre)	<ul style="list-style-type: none"> <li>• Mick Bishop, Head of Highways and Parking Services, SCC</li> <li>• Simon Bell, Principal Transport Planner, SCC</li> <li>• Paul Walker, Transport Policy Team Leader, SCC</li> <li>• Derek Stevens, Anti-Social Behaviour Operations Manager, SCC</li> <li>• Liz Smith, Public Arts Officer, SCC</li> </ul>
28/10/09	Best Practice & Shirley Town Centre	<p>Example of an alternative district centre / council approach</p> <p>Developing capacity within District Centres</p> <p>The development of Shirley Town Centre</p>	<ul style="list-style-type: none"> <li>• Jason Thorne, Regeneration Policy Officer, Bristol City Council</li> <li>• Jeff Walters, Economic Development Manager, SCC</li> <li>• Graham Penny, Chair of the Bedford Place Traders Association</li> <li>• Denice Prestidge, Environment Directorate Development Manager, SCC</li> </ul>
11/11/09	Portswood & Bitterne District Centres	Viability and vitality of the district centres	<ul style="list-style-type: none"> <li>• Graham Tuck, Regional and Strategic Planning Co-ordinator, SCC</li> </ul>

DATE	MEETING THEME	TOPIC DETAIL	EVIDENCE PROVIDED BY
		Proposals and plans Comparison with best practice Key issues for district centres	Portswood: <ul style="list-style-type: none"> <li>• Kate Slater and Dan Olive from Waitrose (Portswood)</li> <li>• Councillor Baston and Councillor Barnes-Andrews</li> </ul> Bitterne: <ul style="list-style-type: none"> <li>• Rod Bennett , Chair of Bitterne Village Traders Association, and Mrs Bennett</li> <li>• Councillor Jones</li> <li>• John Mayo, Bitterne resident</li> </ul>
25/11/09	<b>Woolston and Lordshill District Centres</b>	Viability and vitality of the district centres Proposals and plans Comparison with best practice Key issues for district centres	<ul style="list-style-type: none"> <li>• Graham Tuck, Regional and Strategic Planning Co-ordinator, SCC</li> </ul> Woolston: <ul style="list-style-type: none"> <li>• Woolston retailers - Andy Grace from Wearabouts, Bob Rowe from Something Special, and Colin Martin from Mitchells</li> <li>• Councillor Smith, Cabinet Member for Economic Development</li> <li>• Councillor Cunio, Councillor R Williams and Councillor Payne</li> <li>• Giv Thornton, Community Development Officer, Swaythling Housing Society</li> <li>• Robin McDonald, Economic Development Officer, SCC</li> </ul> Lordshill: <ul style="list-style-type: none"> <li>• Paul Nichols, Head of Planning and Sustainability, SCC</li> <li>• Councillor Galton</li> </ul>



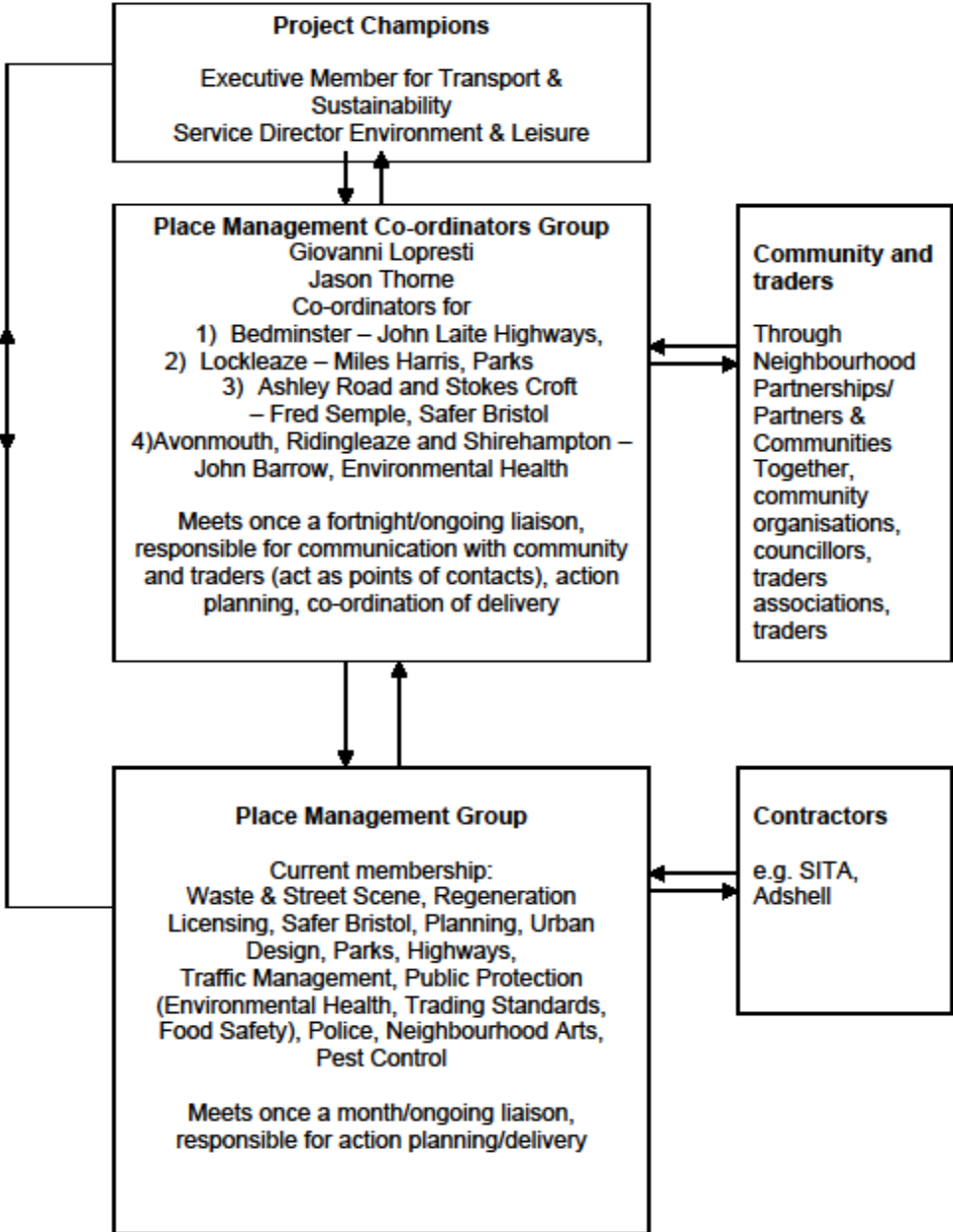
<b>DATE</b>	<b>MEETING THEME</b>	<b>TOPIC DETAIL</b>	<b>EVIDENCE PROVIDED BY</b>
<b>16/12/09</b>	<b>Managing town and district centres</b>	District / Town Centre Management	<ul style="list-style-type: none"> <li>• Kristine Salomon-Olsen, Head of Representation, Southampton &amp; Fareham Chamber of Commerce &amp; Industry</li> <li>• Martin Wright, Director of Zeteor Ltd and Consultant employed by Sainsbury's to develop town centre management initiatives</li> </ul>
<b>27/01/10</b>	<b>Agree final report</b>	Approve report for submission to Overview and Scrutiny Management Committee	

In addition the Scrutiny Co-ordinator gathered evidence from Sharon Baldwin, Croydon's District Centre Development Manager, and Colin Walker, Portsmouth's District Centre Co-ordinator.

Appendix 3 – Bristol’s Approach to Place Management

Appendix A

Place Management structures for pilot



## ITEM NO: 10

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	AGREEMENT WITH HAMPSHIRE PARTNERSHIP FOUNDATION TRUST FOR PROVISION OF INTEGRATED LEARNING DISABILITY SERVICES		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR ADULT SOCIAL CARE AND HEALTH		
<b>AUTHOR:</b>	Name:	CAROL VALENTINE	Tel: 023 8083 4856
	E-mail:	carol.valentine@southampton.gov.uk	
<b>STATEMENT OF CONFIDENTIALITY</b>			
N/A			

### SUMMARY

Using powers under Section 75 National Health Services Act 2006, a partnership agreement is proposed between the Council and Hampshire Partnership Foundation Trust (HPFT) to meet the needs of adults with learning disability and their carers. The Council will, under the arrangements, act as lead partner and have responsibility for the management and performance of the Integrated Team made up of HPFT and the Council staffs. The partnership agreement will be funded by the partners using individual aligned funds and will not involve commissioning of services on behalf of either partner.

### RECOMMENDATIONS:

- (i) To approve the partnership arrangements between the Council and HPFT for a period of five(5) years from 1<sup>st</sup> April 2010 under Section 75 National Health Services Act 2006 and enable the Council to act as lead partner under the partnership arrangements and assume responsibility for the management and performance of the Integrated Team.
- (ii) To delegate authority to the Executive Director of Health and Adult Social Care to enter into partnership arrangements and approve future variations to the arrangements.
- (iii) To delegate authority to the Executive Director of Health and Adult Social Care to establish a Partnership Board to monitor and assist in the management of the partnership Arrangements and to agree the constitution and terms of reference for the Partnership Board.

### REASONS FOR REPORT RECOMMENDATIONS

1. The report proposes an appropriate partnership arrangement to support the joint working arrangement between the two partners to allow integrated and holistic service provision for this customer group. The arrangements are required under Section 75 of the NHS Act 2006 to enable HPFT to establish the integrated team with the Council.

2. It is the intention that the Council and HPFT enter into reasonable negotiations to include a pooled fund at a future date.

## **CONSULTATION**

3. The setting up of this arrangement has been discussed, with the following partners and groups:
  - All staff included in the Arrangement
  - Service Users and Carers
  - Southampton City Primary Care Trust
  - HPFT Executive Board
  - Valuing People Partnership Board which included reps of customer and carer groups, voluntary organisations and all Health and SCC services relevant to people with a Learning Disability.
4. Consultation over the proposed contractual arrangement has taken place with the Council's finance, legal, property services, trades unions, Southampton City Primary Care Trust and HPFT.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

5. The proposed partnership arrangement is mandatory under Section 75 NHS Act 2006 to support the level of joint working proposed. Without this level of joint working Service Users and their carers would be unable to experience "seamless" services.

## **DETAIL**

6. One of the main drivers for the changes was the publication of "Valuing People: A new strategy for learning disabilities for the 21<sup>st</sup> Century" (March 2001) This white paper sets out the Government's vision for people with a learning disability, across a range of services based on four key principles of people having:
  - their rights as citizens
  - inclusion in local communities
  - choice in daily life
  - real chances to be independent

The white paper's vision covered a range of issues including health, housing and employment and promoted the establishment of integrated services, where the local authority is the lead.

7. The "Our health, Our care, Our say": A New Direction for Community Services White Paper (January 2006) set out a vision to provide people with good quality social care and NHS services in the communities where they live. This also promotes the development of integrated service delivery.
8. The proposed contractual arrangements will enable the Council and HPFT to provide the following outcomes and benefits:
  - To provide a first point of contact with social care and health care learning disability services for people with a learning disability and their family carers.
  - To provide information and an initial assessment of need for people with a learning disability and their family carers.

- To support people with a learning disability and their family carers, who are eligible for a service,
  - To develop person centred solutions for their identified needs that draw upon both universal and learning disability specific health and social care resources. These resources will be co-ordinated by integrated services and this role may include:
    - the direct input of individual practitioners within the integrated service,
    - co-ordination of inputs from non-learning disability primary and secondary health care services
    - co-ordination of universal community services,
    - input from directly provided social care services within Southampton City Council
    - input from or referral to tertiary services within Hampshire Partnership Foundation Trust
    - purchasing of specific health and social care support using continuing health care and adult social care funds.
9. The Council will manage the arrangements and staff from both HPFT and the Council within the integrated team who are co-located in one building. The services and functions provided by both organisations will continue to be achieved. There is no commissioning of services planned as part of the agreement. There may be a second layer of management providing management functions on behalf of both Partners.
10. The staff will continue to be employed and funded by their respective employer. Each partner will be responsible for any redundancy costs of the staff employed by them.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

11. None

### **Revenue**

12. The council aims to enter into a 5 year agreement with HPFT and for 2009/10 this would involve the Council and HPFT making available the following revenue budgets on a non-pooled basis:

	SCC	HPFT	<b>Total</b>
Staffing Costs	£585,900	£888,470	<b>£1,474,370</b>
Accommodation	£45,400	£52,779	<b>£98,179</b>
Contribution to HPFT admin post	£9800		<b>£9,800</b>
<b>Total</b>	<b>£641,100</b>	<b>£941,249</b>	<b>£1,582,349</b>

Note: All figures based on 2009/2010 figures

13. It should be noted that this agreement does not incorporate the transfer of funds between either organisation and therefore there are no TUPE implications.

## **Property**

14. The staff will provide the Service from Thomas Lewis House, 236 Empress Road, Southampton, SO14 0JY. Thomas Lewis House. This is owned by Hampshire Partnership Foundation Trust and is sub leased to Southampton City Council. The costs payable by each partner are identified as part of the financial/ resource details specified in Part 13 of this report.
15. There are no additional accommodation issues arising from this proposal.

## **Other**

16. None

## **LEGAL IMPLICATIONS**

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

17. Section 75 National Health Service Act 2006

### **Other Legal Implications:**

18. None

## **POLICY FRAMEWORK IMPLICATIONS**

19. The implementation of the recommendation of this report is consistent with the following objectives:
- Valuing People White paper
  - Valuing People Now: From progress to transformation (2007)
  - Our Health Our Care Our Say
  - The Council's medium term plan objective of promoting Independence

## **SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

### **Appendices**

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

1.	None
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### **Background Documents**

Title of Background Paper(s)      Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

**Background documents available for inspection at:** N/A

**KEY DECISION**                      Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	ACADEMIES CAPITAL PROJECT – PREFERRED BIDDER APPOINTMENT		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR CHILDREN’S SERVICES		
<b>AUTHOR:</b>	Name:	Karl Limbert	Tel: 023 8091 7596
	E-mail:	Karl.limbert@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

None

**SUMMARY**

The Building Schools for the Future and Academies Project Team commenced a procurement to select a partner to develop and construct the Mayfield and Lordshill Academies in November 2009. The procurement is running ahead of schedule and final tenders are now expected to be submitted in week commencing 15<sup>th</sup> February 2010.

This report requests delegated authorities to select a preferred bidder and complete the procurement of a partner to develop and construct the Mayfield and Lordshill Academies.

**RECOMMENDATIONS:**

Having complied with the requirements of Paragraph 15 (General Exception) of the Access to Information Procedure Rules and subject to costs being within agreed resources, it is recommended that:

- (i) To delegate authority to the Executive Director for Children’s Services and Learning, following consultation with the Executive Director of Resources, the Solicitor to the Council and the Cabinet Member for Children’s Services & Learning, to appoint a preferred bidder for the schemes in accordance with the published evaluation criteria after completion of the design competition
- (ii) To delegate authority to the Executive Director of Resources following consultation with the Cabinet Member for Resources to agree the final affordability position and to take any action necessary to complete financial close of the project or as otherwise required by Partnerships for Schools in this regard.
- (iii) To delegate authority to the Executive Director of Children’s Services and Learning, following consultation with the Executive Director of Resources, Solicitor to the Council and Cabinet Member for Children’s Services & Learning, to submit a Final Business Case (FBC) for the Mayfield Academy project.

- (iv) To delegate authority to the Solicitor to the Council, following consultation with the Executive Director of Resources, and the Executive Director of Children's Services, to complete commercial and contractual close and to enter into all necessary contracts / Agreements and other legal documentation including but not limited to the Development Agreement and Design and Build contract to construct the Mayfield Academy and develop pre-contract proposals for the Lordshill Academy.
- (v) To add in accordance with Financial Procedure Rules an additional sum of £15,372,400 to the Children's Services Capital Programme to carry out works at the Mayfield Academy.
- (vi) To approve in accordance with Financial Procedure Rules capital expenditure in the sum of £16,397,400 including fees from the Children's Services Capital Programme to carry out works at the Mayfield Academy.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. This report is submitted for consideration as a General Exception under paragraph 15 of the Access to Information Procedure Rules in Part 4 of the Council's Constitution, notice having been given to the Chair and Vice Chair of the Overview and Scrutiny Management Committee and the Public. The matter requires a decision because the procurement of the project has reached the stage at which it is required to select preferred bidders ahead of schedule and the opportunity therefore exists to enhance / speed progress towards the completion of the project to enable the construction of the facilities in a timely manner and reduce the risk to the construction periods allowed for the projects. The recommendations are necessary to implement previous Cabinet and Council decisions to support and enable the construction of two new Academies using the National Framework for Academies Procurement.

## **CONSULTATION**

2. The Academies projects are monitored on a monthly basis at the BSF Strategic Project Board. A Design User Group has also been established and has met on a monthly basis to steer the project. Membership comprises representatives of the Council, Oasis Community Learning, Partnership for Schools, and the DCSF. Interim meetings to ensure progress on key issues have also been convened between the main meetings attended by representatives of the Council, Oasis Community Learning and Partnership for Schools. Informal consultation is also ongoing with local residents and community and sports groups concerning the plans to construct the Lord's Hill Academy on the Lord's Hill Playing Fields.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. The option of not taking the decision to appoint a preferred bidder or agree the affordability position would mean extensive delay to the programme and potential loss of circa £35m inward funding to the City's Academy programme. This option has therefore been rejected.



## DETAIL

4. A thorough design competition has been conducted between November 2009 through to February 2010. The Design Competition is conducted in line with PfS / DCSF national policy and transfers all design, delivery and planning risk to the private sector.
5. The evaluation criteria, which will enable the decision to appoint the preferred bidder, is detailed as part of the PfS National Framework procurement process. The Council has already signed a Memorandum of Understanding with PfS on the use of this. The detailed evaluation criteria was also reviewed by the BSF Strategic Project Board in the Preliminary Invitation to Tender (PITT) in November 2009.
6. The timely appointment of the preferred bidder will enable the construction projects to commence as timetabled, and avoid potential delay to construction commencement dates.
7. The Local Authority, via the Executive Director, Resources, needs to re-confirm their commitment to the affordability position, at Final Business Case stage to enable to continuation of the programme.

## FINANCIAL/RESOURCE IMPLICATIONS

### Capital

8. In October 2009 Partnership for Schools approved the Outline Business Case for the Mayfield Academy and granted capital funding of £15,572,410 to the project. An amount of £200,000 has already been added to the Capital Programme, and has been used to part fund the procurement process.
9. The estimated costs of the Mayfield project are shown in the table below:

<b>Category</b>	<b>Estimated costs</b>
Construction Works	£9,568,069
Site Costs	£928,973
Abnormals	£1,133,513
Fees	£1,427,785
FFE	£804,896
ICT Infrastructure	£202,500
D&B Contract Sub-Total	£14,065,737
Project Support Funding	£200,000
ICT Hardware	£1,305,000
<b>Total</b>	<b>£15,570,737</b>

10. In March 2009, Council agreed to add £1,025,000 to the Children's Services capital programme to fund the costs of work at the two academies that are not covered by the DCSF grant, including Section 106, 278 and infrastructure costs. The BSF and Academies project team are negotiating directly with the Highways and Planning Departments, to seek to ensure that any off-site works are contained within this budget.

11. The costs and funding of the Lord's Hill Academy will be finalised when the Outline Business Case is submitted but are expected to be within the anticipated DCSF grant.

### **Revenue**

12. The ongoing management of the projects will come from BSF & Academies project team and will be funded from existing budgets.

### **Property**

13. The property implications of this project were addressed in the report to Cabinet on the 25<sup>th</sup> February 2009

### **Other**

14. N/A

## **LEGAL IMPLICATIONS**

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

15. The Council has the power to assist the development of the Academies on land provided by the Council, including acting as contracting Authority by virtue of s.2 Local Government Act 2000 as ,having had regard to the provisions of the Community Strategy, the provision of facilities for the Academy will improve the social, economic and environmental well being of the schools and local communities by providing improved school and community facilities for the inhabitants of Southampton. Assisting the development of the Academies is also permitted by virtue of primary functions contained within the Educations Acts 1996 – 2005 and the School Standard & Framework Act 1998.

### **Other Legal Implications:**

16. The procurement is being conducted in accordance with national and EU compliant national frameworks.

## **POLICY FRAMEWORK IMPLICATIONS**

17. The creation of two new Academies and the associated building works are part of a major transformation of education in the City, which is intended to raise standards of achievement and other outcomes for children and young people, and to contribute towards economic development and regeneration. It is fully consistent with the objectives of the Community Strategy and the Children and Young People's Plan.

**SUPPORTING DOCUMENTATION**

**Appendices**

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

1.	None
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**Background Documents**

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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**Background documents available for inspection at:** N/A

**KEY DECISION?**                      **Yes**

<b>WARDS/COMMUNITIES AFFECTED:</b>	
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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	DETERMINATION OF ADMISSION ARRANGEMENTS 2011-2012		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR CHILDREN'S SERVICES		
<b>AUTHOR:</b>	Name: Ross Williams	Tel: 023 8083 4048	
	E-mail: Ross.williams@southampton.gov.uk		

## STATEMENT OF CONFIDENTIALITY

NONE

## SUMMARY

This report describes the legal and procedural background to the admission of pupils to community and voluntary controlled schools, the outcomes of the annual consultation with school governing bodies, the relevant Church of England and Roman Catholic dioceses, and Hampshire County Council on admissions policies, the coordinated schemes for Year R entry, infant to junior transfer, and primary to secondary transfer, the coordinated scheme for in year transfers, and Published Admission Numbers (PANs) for community and voluntary controlled schools. It comments on elements of the proposed policies and arrangements for infant, primary, junior and secondary schools as set out in Appendices 1 –6. The report recommends admissions arrangements for maintained schools for the academic year starting in September 2011 and arrangements for co-ordination of in year applications from 1 September 2010.

The Council is required to approve its admission policies and arrangements (including PANs) by 15 April 2010 to meet the statutory deadline and to enable the admissions process for September 2011 to begin for all schools in September 2010.

## RECOMMENDATIONS:

It is recommended that:

- (i) the responses from the consultation with Southampton Admissions Forum, schools, other relevant admission authorities, Councillors and the C of E and Roman Catholic dioceses be noted;
- (ii) the admissions policies and the published admission numbers (PANs) for community and voluntary controlled schools, the schemes for co-ordinating primary and secondary admissions for the academic year 2011-12, and the scheme for co-ordinating in year admissions from September 2010 as set out in Appendices 1- 6 be approved;

- (iii) The sibling link be recognised equally in applications to infant schools and junior schools as they are in applications for primary schools.
- (v) The published admission numbers (PAN)s for the following schools be Bassett Green Primary School 60, Mansel Park Primary 60, Glenfield Infant School 90, Moorlands Primary School 60, Kanes Hill Primary School 60 Shirley Warren Primary School 60. for Year R admission in September 2011. These increases in admission numbers provide an extra 150 year R places to accommodate the expected increase in the number of children in the city who will need school places at that time.
- (vi) the Executive Director for Children’s Services and Learning be authorised to take any action necessary to give effect to the above proposals.

**REASONS FOR REPORT RECOMMENDATIONS**

1. The matter requires a decision because:-
  - (i) It is a statutory requirement that school admissions authorities carry out an annual consultation process before determining and publishing their Admissions policies and arrangements if there are changes from the previous year’s arrangements. Admissions policies require approval of the council to enable the allocation of school places to Southampton pupils and to pupils applying for a place in a Southampton school from outside the city. The principles of Southampton’s admissions policies are well established. They seek to fulfil the requirement that they be ‘clear, objective and fair’ (School Admissions Code, 2009).
  - (ii) 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); and
    - (e) to have access to clear, objective, and fair criteria that avoid ambiguity in the interpretation of the policy

**CONSULTATION**

2. 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. Regulations require all admissions authorities (i.e. LAs, governing bodies of voluntary

aided and foundation schools) to determine their admission arrangements for the school year 2011-12 by 15<sup>th</sup> April 2009 and to have notified the fact to other admission authorities within 14 days of this date at the latest.

3. Consultations with schools and admission authorities (Catholic and Church of England Diocesan Education Authorities, Hampshire County Council, Portsmouth City Council and schools that are foundation, voluntary aided and Academies) started on 4 January 2010 and ended on 26 February 2010.
4. The Admissions Forum has a statutory right to be consulted on the proposed admission arrangements and the schemes. The proposed changes to the admission arrangements were discussed by the Forum at its meeting in November 2009.
5. The co-ordinated schemes, proposed admissions policies and the proposed changes from the arrangements for 2009 were discussed at the meeting on 10 February 2010; the changes were considered and the minutes from this meeting are attached at Appendix 7.

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

6. It would be possible to propose different admission arrangements for community and voluntary controlled schools but the arrangements would have to be in accordance with the School Admissions Code.
7. The option of not determining local admission arrangements has been rejected on the basis that it would result in the imposition of admissions arrangements upon local schools by the Secretary of State for Children, Schools and Families. This would remove the opportunity to introduce some of the improvements recommended as set out in paragraphs.

#### **DETAIL**

8. The Education Acts, Regulations made pursuant to them and the School Admissions Code (February 2009) 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.
9. In drawing up co-ordinated schemes, the local authority 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. The schemes appended to this report provide the detail of the admission arrangements for September 2011 and coordination of in year applications from September 2010.

10. The Code also requires consultation with schools on their proposed Published Admission Numbers (PANs) which legally comprise part of the formal admissions policies. The PANs are calculated in accordance with the net capacity assessments for each school and adjusted, if required, to take account of forecast numbers and predicted school place requirements.
11. The annual consultation process must also include any proposals to change catchment areas and links between infant, junior and secondary schools. There are no such proposals being made this year as part of the admissions policy consultation.
12. All parents have the right to express a preference for the school that they wish their children to attend. There is a parallel duty placed on local authorities to meet that preference, subject to a further legal requirement not to 'prejudice efficient education or the efficient use of resources' and by statutory limits on infant class sizes. In practice, this means that schools cannot refuse admission to any applicant up to the limit of its PAN (again, subject to a number of very limited legal exceptions). It also means that 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. This, essentially, is the function of the admissions policy.
13. Other relevant admission authorities are required by regulations to consult Southampton City Council on their proposed 2011-2012 admissions policy, Co-ordinated scheme and Published Admission Number (PAN), if they are proposing to make any changes from their 201/11 arrangements. The relevant 'other admission authorities' are:- Highfield CE Primary, Holy Family Catholic Primary, St Patrick's Catholic Primary, Springhill Catholic Primary, Weston Park Infant School, Weston Park Junior School, Weston Shore Infant School, St Anne's Catholic School, St George Catholic College, Chamberlayne College for the Arts, Upper Shirley High School, OASIS Academy Lordshill, OASIS Academy Mayfield and Hampshire County Council.
14. 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.
15. 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



16. There are 4 changes proposed to the **oversubscription criteria in the admission policies** for 2011-12:

**1. A change to the oversubscription criteria for Bitterne Park Secondary School to allow the selection by aptitude for the performing arts of up to 10% of its year 7 intake.**

Bitterne Park is a Performing Arts specialist school. Paragraph 2.78 of the School Admissions Code allows schools with certain specialisms to select up to 10% of their intake on the basis of students' aptitude for the specialism. Performing Arts is one of the permitted specialisms. Applicants under this category will be required to take a test which will be based entirely on aptitude and not on attainment or ability. Students will be ranked according to performance in the test and places offered to the highest ranked students up to the number of places available. The current PAN for the school is 300 so up to 30 places will be offered each year. The proposal is to put the aptitude criterion after the sibling criterion. This will come before the allocation of places according to the child's place of residence being in catchment. This will enable children displaying aptitude for the performing arts from outside the catchment area to be offered places at the school

**2. A clarification that the medical/psychological criterion applies to in catchment children as well as those living out of catchment.**

The way the oversubscription criteria were written in previous years did not make sufficiently clear that in catchment parents who could demonstrate a clear medical/psychological reason, supported by written evidence from a professional, why their child should attend a particular school would be given priority for admission. It was implicit in the previous wording that the criterion would apply, and priority given to the application, if the school was oversubscribed with in catchment applications. The new wording clearly sets out what the intention of the previous wording was. The change of wording is in line with the requirement of the School Admissions Code for admission arrangements to be clear and fair.

**3. A change to the oversubscription criteria so that the "sibling link" applies both ways to children attending and applying for places at infant/junior schools as well as primary schools.**

The aim of the proposal is to make clear that in applications for places at infant or junior school having a sibling at the linked school will count as a sibling at the school. The new wording will bring linked infant/junior schools into line with the criteria that apply for primary schools where the age of the sibling currently attending the school is irrelevant, provided that the sibling will be attending the school at the time the applicant will start school. Currently applicants for an infant school who have a sibling in the linked junior school have a lower priority for a place than an applicant with a sibling in the infant school. Similarly for applicants for junior school. The proposal aims to treat families with children at linked infant/junior schools in the same way as parents with children at primary schools. The proposal is in line with the requirement of the Code that admission arrangements be clear and fair.

**4. A clarification that the “feeder link” criterion of attendance at a linked infant school gives priority for an application to the junior school ONLY for the infant to junior transfer and not at other times.**

The wording in the current and previous arrangements was thought to be clear. However some parents are reading to mean that having attended the linked infant in year 2, having failed to get a place at infant/junior transfer, they should still receive priority on the waiting list even though their child is attending another school in year 3 or even in year 4, based on the situation obtaining at the time they were refused a place. The proposal seeks to clarify the position. All other waiting lists for school places are kept according to the child’s current situation and status; for example if a child moves home the new address determines their place on the waiting list, if a child’s older sibling gets a place at a school the younger child’s priority is changed to reflect the sibling in the school.

17. There are no changes proposed to the **co-ordinated schemes** for 2011-2012 apart from the necessary changes to make sure that deadline dates set out in the scheme are as required by regulations and to comply with the requirements of the School Admissions Code
18. There are 6 changes to the Published Admission Numbers (PAN) of community and Voluntary Controlled schools.
  - 1) To increase the PAN of Bassett Green Primary School from 45 to 60
  - 2) To increase the PAN of Mansel Park Primary School from 30 to 60
  - 3) To increase the PAN of Glenfield Infant School from 60 to 90
  - 4) To increase the PAN of Moorlands Primary School from 30 to 60
  - 5) To increase the PAN of Kanes Hill Primary School from 45 to 60
  - 6) To increase the PAN of Shirley Warren Primary School from 30 to 60
19. The local authority is required by the School Admissions Code and by regulations to coordinate all applications from Southampton residents for all school places both in the city and in schools outside the city. Consultation took place with admission authorities in the city and Hampshire County Council before Christmas 2009. No comments were received on the proposed scheme. The scheme sets out a process and timetable for the processing of in year applications.

**Responses to the consultations by Southampton City Council**

20. There have been 8 written responses to the consultation from Southampton community and voluntary controlled schools. These are contained in appendix 7
21. The proposed admission arrangements were discussed at the Admissions Forum on 11 February 2010. The notes of the meeting are contained in appendix 7
22. Comments were also received from Councillor Stevens and the Labour Group. They were about the proposal to select 10% of the intake by aptitude at Bitterne Park School and the possible effect this might have on other schools in the City. The comments are contained in appendix 7

## **Responses to Southampton City Council to the consultations from other admissions authorities**

23. There have been no responses from other admission authorities to the consultation
24. Comments around increasing the PANs in the proposed schools revolved around scepticism about the increase in numbers, and concerns that if schools expanded to take extra children, there was a risk that the extra class would not be full and so the school would suffer financially. Concern was also expressed that the increases in PANs were being rushed through without proper consultation and thought.
25. We have taken on board the comments made by headteachers and have withdrawn our initial proposal to expand St Denys and Wordsworth. However this will mean that places will again be very tight next Admissions round, September 2011 and there will be very little spare capacity - around 5% across the city. It will also put greater pressure on the Admission Round in September 2012 where we know we need to add even more places.
26. Schools that are asked to provide another form of entry will not suffer financially. Schools which have been asked to increase their intake by 30 pupils will be funded for those 30 pupils for 7 months (September – March) in the financial year in which that year group expands, even if only, say, 15 arrive on roll. This funding continues as this year group moves through the school.
27. We have every confidence in the population forecasts for the city and it has been well documented that there has been an unprecedented increase in the number of births in recent years and we are now experiencing a huge upsurge in demand for primary school places. We cannot ignore all the evidence. We have a duty to provide a school place for every child who wants one and we shall do so. Taking into consideration all the responses to the consultations, the admission policies are attached as Appendices 1- 6 at the end of this report.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

28. A decision to proceed with any capital work arising from the increase in planned admission numbers will be presented in a subsequent report to Cabinet. Work is underway to assess the implications of Phase two of the Primary Review, and the city council has been awarded an additional £1 million Basic Need Capital Grant towards the costs of any expansion work.

## **Revenue**

29. There are no additional costs arising directly from the approval of the admissions policies for the 2011-2012 school year. There are minor additional costs arising from the local authority's duty to coordinate all in year admissions from September 2010. These costs can be contained within existing budgets. Budget provision for the costs associated with the Admissions Team and related expenditure for the delivery of the admissions service is contained within the Children's Services and Learning Portfolio revenue budget.
30. The revenue costs of all schools are met from the Individual Schools Budget funded by the Dedicated Schools Grant. The amount of Dedicated Schools Grant that the authority receives each year is based on the number of children in the city. If the city's overall numbers grow, this will result in an increase in the amount of grant received which can be passed onto schools via budget shares calculated using Southampton's Fair Funding Formula.

## **Property**

31. Property have no comments to make.

## **LEGAL IMPLICATIONS**

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

32. Admissions Authorities are legally required to undertake a consultation on admissions policies for 2011-12 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 3 years thereafter unless they propose changes be made to them.
33. In accordance with the above, the deadline for determining admission arrangements is 15 April 2010. 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 PANs (but no other aspect of the admissions policy).
33. Notice must be published in a local newspaper setting out appeal arrangements.
34. Where the Council approves a PAN 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 PAN has a right of objection to the Schools Adjudicator.

### **Other Legal Implications:**

35. School admission policies that conform to the provision of the School Standards and Framework Act 1998, Section 86 and the Education Act 2002 sections 46 to 51, are unlikely to be found to breach the Human Rights Act 1998, provided that due regard is had to the right of parents in respect of their

religious and philosophical beliefs and that the rights and freedoms set out within the Act shall be secured without discrimination on such grounds as sex, race, colour, language etc. The provision of Independent Admission Appeal Panels further protects the rights of the individual under the Human Rights Act 1998, by ensuring that any refusal of admission made under the policy is subject to an independent and fair review.

**POLICY FRAMEWORK IMPLICATIONS**

36. The recommended admissions arrangements proposed in the report are consistent with the 2006-9 Children’s and Young People’s Plan.

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members’ Rooms and can be accessed on-line**

**Appendices**

- A Consultation on School Admission - Arrangements for 2011/12 with the following appendices:-
1. Admissions Policy for Infant/Primary, Junior and Secondary School Schools 2011-12
  2. Co-ordinated admissions scheme for Infant/Primary Schools 2011-12
  3. Co-ordinated admissions scheme for Junior Schools 2011-12
  4. Co-ordinated admissions scheme for Secondary Schools 2011-12
  5. Proposed published admissions numbers for all schools 2010-11
  6. Co-ordinated admissions scheme for In Year Admissions 2010
  7. Responses to the consultation

**Documents In Members’ Rooms**

None

**Background Documents**

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.	School consultation papers	
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**Background documents available for inspection at:** Admissions Team, 5<sup>th</sup> Floor, Frobisher House, Nelson Gate, Southampton

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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**Southampton City Council****Admission Policy for Community and Voluntary Controlled Infant/Primary Schools for 2011/12**

Southampton City Council is the admission authority for all Community and Voluntary Controlled infant and primary schools. As required in the School Admissions Code the authority will consider all on-time preferences at the same time for September 2011 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.

**Oversubscription criteria**

Applications submitted by 15 January 2011 will be dealt with first. If the number of applications submitted by 15 January 2011 is greater than the Published Admission Number (PAN), admissions to the school will be decided according to the following priorities:

1. Children in public care (looked after children).
2. 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 junior school.
3. Children who live within the school's designated catchment area and 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.
4. 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, Frobisher

House, Nelson Gate, Southampton SO15 1BZ. 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 5 below, will be used to determine which children will be offered places.

5. 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 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 5(i) to 5(iii) above, then distance as defined in 5(iv) 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.



### **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, either because they failed to get into any school requested or their parents did not complete an application, will be allocated 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, 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 list will be maintained until the end of the autumn term 2011.

### **Entry into Reception Class**

The offer made to parents for reception class is of a full time place from 1 September 2011. Schools normally stagger entry into school from that date and arrange for some early part time attendance to ensure a smooth transition from pre-school into school or from home to school. Parents have the right to defer entry of their child 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.

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 2011/12

Southampton City Council is the admission authority for all Community and Voluntary Controlled junior schools. As required in the School Admissions Code the authority will consider all preferences at the same time for September 2009 admissions.

Parents must express three 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 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.

#### Oversubscription criteria

Applications submitted by 15 January 2011 will be dealt with first. If the number of applications received by 15 January 2011 is greater than the admission limit, admissions will be decided according to the following priorities:

1. Children in public care (looked after children).
2. 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.) This sibling link also applies if the child has a brother or sister attending the linked infant school at the time of application.
3. Children who live within the school's designated catchment area and 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.
4. 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. After that time previous attendance at the linked infant school gives no priority to an application for a place at the linked junior school
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, Frobisher House, Nelson Gate, Southampton SO15 1BZ. 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 (iv), 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 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 attending the designated catchment infant school.
- (iv) 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 5(i) to 5(iii) above, then distance as defined in 5(iv) 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.

## **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, either because they failed to get into any school requested or their parents did not complete an application, will be allocated 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 2011.

## **Southampton City Council**

### **Admission Policy for Community Secondary Schools for September 2011/12**

Southampton City Council is the admission authority for all community secondary schools. As required in the School Admissions Code, the authority will consider all preferences at the same time for September 2011 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.

### Oversubscription criteria

Applications submitted by 31 October 2010 will be dealt with first. If the number of applications submitted by 31 October 2010 is greater than the admission number, admissions will be decided according to the following priorities:

1. Children in public care (looked after children).
2. 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.)
3. Children who live in the schools designated catchment area and 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.
4. 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, Frobisher House, Nelson Gate, Southampton SO15 1BZ. 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, priorities (ii) to (iv), as set out at 5 below, will be used to determine which children will be offered places.

5. 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 5(i) to 5(ii) above, then distance, as given in 5(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.

### **Bitterne Park School**

**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).**

1. Children in public care (looked after children).
2. 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.)
3. 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.
4. Children who live in the schools designated catchment area and 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.
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, Frobisher House, Nelson Gate, Southampton SO15 1BZ. 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, priorities (ii) to (iv), 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 5(i) to 5(ii) above, then distance, as given in 5(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.

The criteria for the school are therefore as follows:

### **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, either because they failed to get into any school requested or their parents did not complete a form, will be allocated 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 2011..



**SOUTHAMPTON CITY COUNCIL  
CO-ORDINATED ADMISSION ARRANGEMENTS FOR INFANT/PRIMARY  
SCHOOLS**

**SCHOOL YEAR 2011/12**

**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 (2009).

**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 2010 “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 mid-August 2010
- Brochures and blank application forms, where needed, (including separate blank VA school application forms) will be deposited in infant and primary schools (including a supply for the 6 own admissions authority schools) in early September 2010.
- Online application commences 1 September.
- From 8 September, parents can go to any infant or primary school to collect an application pack.
- 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 online system or using the Southampton applications form

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

The closing date for applications will be 15 January 2011. This date is set in the regulations. Online applications will come direct to the Admissions Team. Parents will return paper applications to any infant or primary school on the city or by post direct to the Admissions Team. The school will log the form and forward it to the Admissions Team for processing.

#### **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 passed to the VA school no later than 5 p.m. 1 April 2011

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 26 April 2011, 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 two places 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 allocated 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 the home address will be measured by public roads and footpaths.

## **10. DECISION LETTERS**

All parents/carers resident in Southampton will be sent a decision letter from the Admissions Team on 6 May 2011. 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. It will be clear in the letters on whose behalf the place is being offered. Email notifications will also be sent to those parents who applied online.

Decision letters will be accompanied by 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 on a regular basis from 6 May 2011 through to July 2011. 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 6 May 2011, schools will receive student data in the form of lists showing who has been allocated places at their schools.

**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 2011 intake is attached at the annexe.

## Annexe

**CO-ORDINATED INFANT/PRIMARY SCHOOLS ADMISSIONS SCHEME****TIMETABLE FOR 2011/12**

<b>DATE</b>	<b>ACTIVITY</b>
June 2010	Admission Team obtains details of “rising 4” children. Transfer group of all eligible children set up in the ONE database
Mid – August 2010	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 2010	Parents collect admission brochures and blank application forms from any infant or primary schools.
1 September 2010	Online application window opens.
15 January 2011	Closing date for online applications and paper forms.
31 March 2011	Admissions Team send details of all on time applications to other LAs if necessary
1 April 2011	Admissions Team sends details of all relevant applications to own admission authority schools in Southampton
26 April 2011	Own admission authority schools return ranked applications details to the Admissions Team
6 May 2011	Parents advised by letter and email from the Admissions Team of the result of their application.

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**SOUTHAMPTON CITY COUNCIL  
CO-ORDINATED ADMISSION ARRANGEMENTS FOR JUNIOR SCHOOLS**

**SCHOOL YEAR 2011/12**

**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 2007 and the School Admissions Code (2009).

**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 2010 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**

- Brochures about junior transfer will be issued to Year 2 pupils via their infant school early in September 2010.
- Registration for online admission application commences early September.
- The pre-printed common application form (JT1) will be issued to pupils by their present school by mid-September; online application window opens 1 September.
- 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 form or online system

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

The closing date for applications will be 15 December 2011. This date is set in the regulations. Online applications will come direct to the Admissions Team. Paper applications will be returned via the child's current infant school to the Admissions Team for processing.

#### **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 allocated 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 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**

Decision letters giving the outcome of applications will be sent out on Friday 6 May 2011. Email notifications will also be sent to those parents who applied online. Decision letters will be 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 February 2011 through to July 2011. 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 6 May 2011, schools will receive student data in the form of lists showing who has been allocated places at their schools. From June 2011 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 2011 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 2011 intake is attached at the annexe.

**CO-ORDINATED JUNIOR SCHOOLS ADMISSIONS SCHEME****TIMETABLE 2011/12**

<b>DATE</b>	<b>ACTIVITY</b>
<b>June 2010</b>	Admissions Team downloads details of Year 1 pupils in city infant schools
Early September 2010	Brochures issued to parents/carers via child's infant school
1 September 2010	Online application window opens.
By mid-September 2010	Pre-printed application forms issued to parents/carers via child's infant school.
15 January 2011	Closing date for applications
15 January to 31 March 2011	Admissions Team processes all applications received in accordance with the admission policy. Admissions Team exchanges information about application with Hampshire County Council as necessary
<b>6 May 2011</b>	Parents advised by letter and email from the Admissions Team of the result of their application

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**SOUTHAMPTON CITY COUNCIL**  
**CO-ORDINATED ADMISSION ARRANGEMENTS FOR SECONDARY SCHOOLS**  
**SCHOOL YEAR 2011/12**

**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

**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 2007 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 2011, 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 2010, 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. BROCHURES AND THE APPLICATION PROCESS

- Brochures will be issued to parents/carers via their child's junior or primary school in early September 2010.
- In early September 2010 registration for online admissions will begin.
- Pre-printed application forms will be issued on request to parents/carers in early September.
- Online application commences 1 September 2010.
- Brochures and application forms will also be sent to children resident in the city but attending a HCC primary or junior school.
- Children resident in the city who wish to apply for a school in Hampshire will apply using Southampton online applications/paper form.
- Children resident in Hampshire but who wish to apply for a Southampton school will apply using Hampshire online applications/paper form.
- 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

## 6. CLOSING DATE

The closing date for applications will be 31 October 2010. This date is set in the regulations. Online applications will come direct to the Admissions Team. Paper applications will be returned via the child's current primary/junior school to the Admissions Team who will put the preferences and other information on the database and then sort the forms for processing.

## 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 first and the relevant data from the application forms will be sent to the schools no later than Wednesday 8 December 2010.

Other LA school applications: - Data will be sent to the relevant LA's Admissions Team for processing by 8 December at the latest.

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

By 14 January 2011, 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 two places 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 advise St Anne's, St George and other LAs respectively of any children who are offered places at higher preference community schools.

## 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 failed to get into any school requested or they did not complete a form, will be allocated 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 the home address will be measured by public roads and footpaths.

## **10. DECISION LETTERS**

All children living in the Southampton City Council relevant area will receive a decision letter from the Admissions Team on 1 March 2011. 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 or other LA at schools where it is not the admission authority. It will be clear in the letters on whose behalf the place is being offered. Email notifications will also be sent to those parents who applied online.

Decision 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 authorities 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 on a regular basis from November 2010 through to July 2011. 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 2011, schools will receive student data in the form of lists 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 2011 intake is attached at the annexe.



## Annexe

## CO-ORDINATED SECONDARY SCHOOLS ADMISSIONS SCHEME

## TIMETABLE 2010/11

DATE	ACTIVITY
June 2010	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 2010	Southampton brochures sent to children living in the city area. Other LA brochures sent to children living in other LA area.
By early September 2010	Southampton pre-printed application forms sent to children resident in Southampton in the transfer group.
1 September 2010	Online application window opens.
31 October 2010	Closing date for applications; online window closes.
8 December 2010	Admissions Team sends relevant details of all applications for own admission authority schools/other LAs to these admission authorities.
15 January 2011	Own admission authority schools /other LAs advise Admissions Team of outcome of ranking applications.
January 2010	Admissions Team to add VA schools/other LA results to processing of Community applications to determine offers.
By end of January 2011	Details of late applications sent to VA/other LA schools.
By mid - February 2011	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 2011	SCC parents advised by letter and email from the Admissions Team of the result of their application.
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## Appendix 5

DCS		Cluster		PAN	PAN
F		r		Yr R -	Yr R -
No.	Name	Group	Cluster	Sept	Sept
				2010	2011
2000	Bassett Green Primary	D	Portswood/Bassett	45	60
2401	Mansel Park Primary	E	k	30	60
2423	St Denys Primary	I	Bitterne Park	30	60
2437	Glenfield Infant	A	Bitterne	60	90
2452	Wordsworth Infant	G	Shirley Warren	60	90
2455	Moorlands Primary	K	Townhill/Harefield	30	60
2460	Kanes Hill Primary	J	Thornhill	45	60
2770	Shirley Warren Primary	G	Shirley Warren	30	60
3655	Highfield C of E Primary	D	Portswood/Bassett	35	45

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## **Admission Arrangements – 2010/11**

### **A scheme for the Coordination of In Year Admission applications from 1 September 2010**

#### **1. Introduction**

- 1.1 This scheme is a requirement of the School Admissions Code 2009 and The School Admissions (Admission Arrangements) (England) Regulations 2008. All admission authorities in an area are required to participate in a scheme coordinated by the Local Authority to deal with in year applications for places
- 1.2 The scheme applies to applications from Southampton residents. The scheme will also apply to those who will imminently be Southampton residents and who can supply documentary evidence of a move to Southampton such as exchange of contracts to purchase a house, a signed tenancy agreement, or, for Crown Servants or service families, a posting order.
- 1.3 Applicants for Southampton schools from parents living outside Southampton, and not moving imminently to Southampton, must come via the Home LA.
- 1.4. This scheme applies to all applications for school places at any time, including applications for September start if it is not a normal year of entry.

#### **2. Applications**

- 2.1 For consideration for a school place at any school, no matter where in England, Southampton resident parents must make a valid application via the Admissions Team at Southampton City Council. Parents must complete the appropriate In Year Transfer form.
- 2.2 In the case of children already attending a school in Southampton parents must complete the form at their current school. For children attending a school outside Southampton application forms and guidance can be obtained from the SCC website, the SCC Admissions Team, or from schools if the parent approaches a school direct.
- 2.3 The parent may express up to 3 preferences on the application form and rank them in order.
- 2.4 Parents may express reasons for applying for schools on the form.

- 2.5 All completed forms must be returned to the LA for processing. The date of receipt of the form by the LA is the date from which the application becomes effective.
- 2.6 In the case of children currently attending schools within Southampton, the school will give the parent a receipt for the application form and will return the form to the LA by fax, or electronically, with the original signed copy being returned to the LA by the internal postal system.
- 2.7 Supplementary Information Forms (SIFs) which are required by some own admission authority schools to determine priority for admission under their oversubscription criteria must be returned direct to the school and not to the SCC Admissions Team. SIFs will be available from the SCC Admissions Team, the SCC website and from the school. A separate SIF will be required for each school which requires one that the parent applies to.

### **3. Availability of places**

- 3.1 For community and voluntary controlled schools the LA will determine the availability of places by use of its own internally held data or through communication with schools. Own admission authority schools will communicate the availability of places on request by the LA.

### **4. Consideration of applications and Offer Process**

- 4.1 All applications received within each specified application period will be considered together. These periods will be publicised on the SCC website, in community and voluntary controlled school prospectuses, and in the guidance for parents produced by the LA. It is regarded as best practice for own admission authority schools to make the same information available on their websites and in their prospectuses.
- 4.2 Where there are more applications for school places than there are places available the admission authority's published oversubscription criteria will be used to determine the priority each applicant has for a school place. Places will be offered to the highest ranked applicants for each school in order until the available places are filled.
- 4.3 Applications for places at community and voluntary controlled schools will be determined by the LA; ranking of applications for own admission authority schools will be made by the governing bodies of those schools in accordance with the Code and other regulations unless there is an agreement with the governing body that the LA acts on their behalf.

- 4.4 Details of applications for own admission authority schools will be sent to the relevant schools by 3.p.m. on the Friday after the end of an application period. The transfer of data will be made electronically.
- 4.5 These applications will be ranked according to the published admissions criteria of the school. The ranked applications and an update of the waiting list for the relevant year group will be returned to the LA Admissions Team by 12 noon on the Wednesday after the end of the application period.
- 4.6 If a place can be offered at more than one school the parent's highest ranked school at which a place is available will be offered.
- 4.7 In the event that none of the parent's preferences can be met a place will be offered at either the catchment school, or, if that is full, at what ever school is the nearest school to the child's home address that has a vacancy.
- 4.8 Details of applications to schools in other LAs will be passed to the appropriate LA either manually or electronically within 2 school days of the receipt of the application, unless a place can be offered at a higher ranked Southampton school.
- 4.9 If an application is received for a place in a Southampton school the LA will notify the Home LA, manually or electronically, of the availability or other wise of a school place within 2 school days of the determination of applications for the relevant application period

## **5. Offer letters**

- 5.1 Letters informing parents of the outcome of their application for a school place, including applications for places in schools outside Southampton will be sent out by the SCC Admissions Team by second class post on the Friday of the week following the ending of each application window, or confirmation from a neighbouring LA that a place can be offered, which ever is the later.
- 5.2 Offer letters will request acceptance of the offer within 5 school days and also that the parent contacts the school at which the place is offered within the same period to arrange enrollment.
- 5.3 Offer letters will inform parents of their right of appeal against the refusal of a place at any preferred school and also the position regarding any waiting lists for places at the school

5.4 The school at which a place is offered will be advised of the outcome of the parent's application by way of a copy of the letter sent to the parent, and other information the Admissions Team has that will enable the school to contact the parent and enroll the child.

## **6. Entry on to a school roll**

6.1 It is expected that a child will be on the roll of a school as soon as possible after an offer is made; in the case of community and voluntary controlled schools the LA will name a date in the offer letter by which a child will be on the roll of the school. **Where additional support is required that is not immediately available and/or there are significant special/medical needs the child should be attending within 15 school days of the date of the offer letter**

## **7. Fair Access Admissions**

7.1 Each LA is required by regulations to operate, and all schools are required to participate in, an In Year Fair Access Protocol which determines the placement of certain specified groups of vulnerable children. If it is determined that an application should be considered by the IYFA Panel under the Fair Access Protocol, the applicant will be informed of the referral to the Panel and of the timescale for consideration of the application. Applicants will be notified by the LA in writing of the outcome of the Panel's decision. Letters informing applicants of the decision of the Panel will be posted within 3 days of the LA being notified of the decision.

## **8. Children in Care**

Applications on behalf of looked after children will be given the highest priority. Upon receipt of appropriately detailed representations from those with legal responsibility for the child supporting the view that admission to a specified school is in the child's best interests, the LA will normally require the admission even where this takes the school over its published admission number (PAN).

## **9. Waiting Lists**

9.1 Unsuccessful applicants for places at community and voluntary controlled schools will automatically have their child's name added to the waiting list for the relevant year group at all schools for which they were unsuccessful. The LA will write periodically to all those on waiting lists to ask if they wish to remain on the list.



- 9.2 Own admission authority schools can if they wish maintain their own waiting lists. They will inform the LA if a place becomes available. The LA will make the offer of a school place in writing in accordance with paragraphs 5.1 to 5.4 above and 7.4 below.
- 9.3 A waiting list cannot include a child for whom an application for the school has not been made through the LA.
- 9.4 When a place becomes available at any school with a waiting list for the relevant year group, the place will be offered by the LA to the child at the top of the waiting list at the end of the application period in which the vacancy is notified to the LA.

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SOUTHAMPTON ADMISSIONS FORUM  
HELD ON  
11<sup>TH</sup> FEBRUARY, 2010

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Present:

Richard Harris (Chair)	-	Cantell Maths and Computing College – Community Secondary Schools
Joe Alsford	-	Sholing Junior School – Community Junior Schools
Paul Gregory	-	Portswood Primary – Parent Governors
Glyn Oliver	-	Swaythling Primary School – Community Primary Schools
Andy Peterson	-	Bitterne C of E Junior School – Voluntary Control Schools
Urszula Topp	-	Roman Catholic Diocese
Colin Warbugh	-	Springhill Primary – Voluntary Aided Primary Schools
Ross William	-	Admissions Manager, Southampton City Council
Natalie Noke	-	Democratic Services, Southampton City Council

In Attendance

Barbadette Barrett-John	-	St Annes School
Ruth Evan	-	Headteacher – Cantell Maths and Computing College
	-	Oasis Academy - Lordshill
Elaine Pearson	-	Chamberlayne College
Pippa Wood	-	Woodlands Community College

5. PROPOSED CHANGES TO THE ADMISSION ARRANGEMENTS FOR SCC COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS

RW outlined the proposed Admissions Policies for 2011/12, which included the proposed changes to published admission numbers for some primary school; and in year admissions scheme for Southampton 2010.

He explained that a sibling link had now been included to cover children at linked infant and junior schools, as it felt that this was a link for parents that had children at primary schools and therefore should also apply to infant and junior schools. This was supported by the Forum.

It was AGREED by the Forum that the medical or psychological criteria should be above the sibling criteria, as it was felt that this was a more vulnerable group.

RW also explained that deferred entry to Year R had been made clearer, although there was still concerns about the clarity on who would make the decision on what is in the “child’s best interest”.

He stated that under the new timescales the allocation of Year R and Year 3 places would not be notified to schools until 6<sup>th</sup> May and he appreciated that this could possibly cause planning issues for the schools.

The definition for what was classed as regular attendance at church had been defined, and was based on the letter and form currently used by HCC. It was agreed that this would be circulated to members.

The Forum requested that the oversubscription criteria for in-catchment application should be made clearer, by re-stating all of the relevant criteria and not referring to another part of the policy.

RW stated that the linked feeder criteria only applied during the normal admissions round and that this had been made clearer.

Concerns were raised again about the imposed application deadlines and also the wording that states “submitted by”.

RW informed the Forum of the proposal to allow Bitterne Park Secondary School to select up to 30 children (10%) on the basis of aptitude for performing arts.

It was AGREED that the Forum was opposed to this proposal and would urge the school to rethink, taking into account the impact that it could have on other schools in the locality and also its own catchment children.

There were concerns that this type of selection deprived local children from attending their local school. The Forum understood that St Annes had a policy to select for an aptitude for music; however there was no catchment area; and it was felt that music was a much narrower specialism than performing arts.

RW explained that the Bitterne Park would take no part in the selection process as this would be the responsibility of the Admissions Team.

The Forum also wanted to raise the following issues if this category was allowed:-

1. As with all of the other policies medical or psychological grounds should be above sibling and therefore above aptitude. This was especially important for Bitterne Park as they were the only school which had a specialist Autistic Unit and not all children that needed this provision would necessarily have a statement.
2. How would a natural aptitude for performing arts be judged as it covers such a wide range of talents.
3. Funding for the admissions process for this criteria should be met from the school and not a central budget.

It was AGREED that the issue relating to the funding of the testing for the performing art selection would be referred to the School Forum for discussion.

RW explained that within the secondary timetable the allocation of places to unplaced children did not include the word “community school” as he felt that it was best to be flexible. Not including it could stop any further time delays for these children if they had not originally applied to a VA or Academy

school and there was a possible place which could be offered without insisting on them completing another application form.

The Forum expressed its concern about the timescale for in-year admissions and how difficult it would be for schools, especially own admissions authorities, to meet the weekly requirements. RW understood this, however explained that the proposed timescale meant that it could still take up to 3 school weeks before a child could be offered a place.

UT stated that as an authority Southampton were being very accommodating and that others such as HCC were giving even less time.

Concerns were raised that more attention need to be given to ensure that school knew when in-year pupils had been offered a place at their school. It was agreed that each school should have a designated named person and a preferred form of communication.

The In-Year scheme was agreed in principle, which the specific details of the timelines and communications systems being agreed.

RW detailed the proposed changes to the published admission numbers (PAN) for some of the City's primary schools. He explained that the increases were needed to accommodate the predicted increase in numbers of children. He stated that their prediction calculations were normally very good, and were only 10 out in 2009. However unfortunately it was hard to predict what part of the City these children may be living in. And it was also necessary to ensure that class sizes were multiples of 30 to ensure that they comply with infant class size legislation.

Concerns were expressed about the lack of consultation that had taken place about which schools would have their PANs increased, and the effects that it could have on other neighbouring schools. It was expressed that there had been a primary review full consultation and this had just been added on.

It was felt that a proper strategy should have been applied rather than just adding place to those schools that have a spare room. A strategy would also be needed for future years.

It was noted that there was unlikely to be an issue of the increases having an impact on numbers in neighbouring schools as they will all be full.

Concerns were also expressed about the lack of planning when children and their families were moved as part of the Council's housing programme. No consideration was given as to whether there was a school place available in the new area or even if it was appropriate to change schools in the case of older children. No consideration for transport was made, often then causing attendance problems. And if a bus pass was issued it was only for a pupil and not the parent which was an issue for the younger children. It was agreed that these issues would be included in the Forum's annual report.

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8Th February 2010

Dear Kevin,

Re: Consultation on Admissions Arrangements for 2011/12

We are writing to inform you of the position of the Upper Shirley Learning Community (USLC) schools to the consultation on Admissions Arrangements for 2011/12. This is in response to the letter you sent to the head teacher of Wordsworth Infant School on 21st January 2010.

Whilst we accept that the proposal to increase the Published Admission Number for Wordsworth from 60 to 90 is appropriate in principle, we need to raise our concerns with regard to the provision of the physical space at Wordsworth and the number of junior school places within the Shirley cluster.

One of the prime tenets of the USLC is the provision of a clear educational pathway for local children. We want to guarantee that any child entering the USLC schools can remain at one of the schools until they have completed their learning journey. There is already a shortfall of 30 junior school places relative to infant places within the USLC. This leads to many disappointed parents and appeals at Shirley Junior School. This problem is set to worsen as surrounding schools, such as St Marks and Freemantle, convert to primaries and would become intolerable if the PAN at Wordsworth is increased without a clear strategy for junior provision. Infant parents need to know where their children will go after year 2 and plan this before their child begins in Year R.

As the existing USLC junior schools do not have any spare capacity or potential for expansion, we propose the additional spaces are provided by constructing a two-form entry junior school within the Wordsworth grounds, which we believe has the capacity for this development. We would like the Local Authority to explain how this could be financed in a time of tight financial constraints and yet maintain its moral and legal responsibility to provide places for all children to attend a school.

Construction of a new school would also address the problem of disability access that we currently have within our existing junior buildings, leading to the effective exclusion of some children with Special Education Needs. Wordsworth and the USLC are fully committed to inclusion but it is not always possible to accommodate children with additional difficulties and or disabilities within the current buildings. We are keen to maintain the individuality and ethos of Wordsworth Infant School, and of all schools within the USLC, and would like to ensure that the additional junior school maintains this.

The head teachers and governing bodies of the USLC would like to retain the infant and junior model for our schools as we believe it provides a better focus on the early years. This ensures that our children's education starts off on the right footing and leads to a better education in the long term.

We would like to take this opportunity to express our concerns with what we perceive as a lack of strategic vision by the Local Authority in this exercise. The impact on the wider learning community does not seem to have been considered and the application of a short-time fix could ultimately damage the longer term services that we offer.

In addition, we have concerns over the manner and timescales in which this consultation has been conducted. The head teacher of Wordsworth was first informed of the proposed changes the day before the Christmas break, for a consultation that started on first day of the New Year. The consultation has apparently been open for a month, but the Wordsworth governing body has not received any correspondence relating to it and neither have any of the other schools in the USLC. We believe that major changes to the learning community of this nature need to be properly thought through to avoid a negative impact on the standard of education provided.

We look forward to hearing your response to our proposals.

Yours sincerely,

The head teachers and principals of:

Wordsworth Infant, Hollybrook Infant, Shirley Infant, Hollybrook Junior, Shirley Junior, Great Oak, and Upper Shirley High

cc: Clive Webster

cc: Paul Holmes





Dear Sir,

I and my group (Labour Cllrs) have concerns over the ten percent selection by aptitude for Year 7 in Bitterne Park as this may exclude other children in the city having access to the school.

Considering factors like;

Falling numbers in the city, the choice agenda for parents and the principle of selection by aptitude alone (how this will be done, by exam or audition), how this can be a fair process considering the other schools in the city and that this may set a precedence for other schools to select.

Please record my concerns.

Yours faithfully

Councillor Matt Stevens

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**Williams, Ross**

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**From:** Smith, Laura  
**Sent:** 22 February 2010 09:09  
**To:** Williams, Ross  
**Subject:** FW: Bassett Green PAN

Forwarded from school.admissions inbox...

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**From:** Filer, Liz  
**Sent:** 21 February 2010 15:12  
**To:** School Admissions  
**Subject:** Bassett Green PAN

I am writing on behalf of the governing body of Bassett Green Primary School. We would like to register our support for the proposed increase in PAN from 45 to 60 at Bassett Green Primary School for September 2011. We therefore agree with the proposed increase.

Thanks

*Liz*

**Liz Filer**  
**Headteacher**

Bassett Green Primary  
Honeysuckle Road  
Southampton  
SO16 3BZ

☎: 023 8067 6262.  
☎: 023 8057 0444.  
✉: [head@bassettgreen.southampton.sch.uk](mailto:head@bassettgreen.southampton.sch.uk)

22/02/2010

Primary School Places – Fact Finding Exercise

Feedback Form – January 2010



Name of your School.....Kanes Hill Primary.....

1. Could your school expand, and if so, by which of the following methods? (Please tick all that apply)

- Re-using redundant classrooms  - 2 'redundant' classrooms will take us to 12 teaching bases.
- Modular buildings on site
- Permanent expansion
- Other (please specify)

If you have any further comments please write them in the space below:

2 teaching spaces were lost in creating a Community Room. This would be much harder to re-convert!! Also Community Room is used for some extended service provision.

One other 'teaching' space was converted years ago to become the pre-school.

Primary School Places – Fact Finding Exercise

Feedback Form – January 2010



Name of your School: ST DENYS PRIMARY

1. Could your school expand, and if so, by which of the following methods? (Please tick all that apply)

- Re-using redundant classrooms ---No

the 2 rooms measure 27.91 sqm and 38.61 sqm

respectively way below the necessary size for a classroom

- Modular buildings on site ---No --not without compromising safety and play areas for pupils and the daily through route for parents and children into and out of the school
- Permanent expansion—No the small school site could not expand to ever be a 2 form entry primary permanently
- Other (please specify)

If you have any further comments please write them in the space below:

The governing body were unanimous in their decision along with teaching staff and myself head teacher when considering the increase of the PAN to 60 for September 2011—[for one year only] that this would not be in the best interests of the pupils and school.

However they do recognise the challenge it presents for the Local Authority.

The following are the reasons we would like to put to you for your consideration at this stage of the consultation:

### Budget implications

- If there are less than 30 additional children in 2011/12 impact on the school's budget would be **substantial and it would be based on PLASC January 2011**  
Per capita funding would not cover the costs.
- Funding for equipping initially a YR classroom then for the following 6 years purchasing resources to suit the year group
- Staffing issues – employment of 1 additional teacher –legally any class for YR, Y1 and Y2 is not to be more than 30 children i.e. for potentially 3 years the effect on the budget would be considerable especially if less than 10 children are enrolled
- The effect of this would be a smaller support staff team across the school therefore reducing opportunities for pupils from identified groups and effecting standards –Ofsted September 2009 identified good provision and progress for all pupils and this would be greatly affected.
- Employment of a full time additional teacher – on permanent contract or short term contracts to ensure flexibility within the school but could be destabilizing for the school and staff

### Provision

- Our current 'Good' provision as judged by Ofsted September 2009 would be seriously compromised
- There has always been issues in relation to lack of building space and additional 30 children would increase that - playground, number of toilets, lunch times, the hall, space for small groups to work with TAs and SALSA
- This if put into place would affect the school for 7 years meaning classes would need to be moved every year to accommodate the extra class through the school
- The outdoor play areas and very small field would be seriously compromised and reduce opportunities for pupils' social and play skills
- There would be fundamental social cohesion issues if a modular building was placed on site—there is no room for one within the safe and secure school site.

### General concerns

- Huge concerns about the accuracy of the predictions –how accurate were the predictions about numbers over the past 6 academic years for the city and specifically for St. Denys Primary
- School rolls have never been to the full capacity of 210 linked to PAN of 30- historic PLASC data reveals that ; Jan 2004-- 192pupils ; Jan 2005 – 182 pupils ; Jan 2006 --184 pupils; Jan 2007-- 203 pupils ; Jan 2008-- 207 pupils [ only 20 pupils in YR] ; Jan 2009-- 202 pupils ; Jan 2010-- 203 pupils
- Looking at the prediction for 2011 only 14 places are actually needed and 90 additional places in 3 schools being offered for Bitterne Park Cluster - this number of children could well go else where eg private, home schooled, out of area , a preferred school
- The introduction of increasing the PAN is for 1 year only at St Denys but what will happen in the following years; 2012 -39 places; 2013 -42 places ; 2014 -38 places when the need for extra places is predicted to rise
- How will the additional 30 places offered at St Denys be 'sold' to parents who live considerable distances away—there have been times recently when places offered by the admissions team have been refused due to distance

The other issue that is major in relation to organisation is the fact that the current experienced headteacher will be retiring April 2011 and this would be a demanding management task for a new head teacher or acting head teacher.

There is a strong opinion by governors that within the Bitterne Park Cluster of schools that there may be other schools who would welcome this expansion and be able to offer the capacity easily.

**This is on behalf of the governing body and head teacher plus teaching staff**

**Thank you for your comments. Please return to: James Howells, Infrastructure and Capital Projects, Southampton City Council, 4<sup>th</sup> Floor Frobisher House, Nelson Gate, Southampton, SO15 1BZ**

# Mansbridge Primary School



Headteacher:  
Mr. M. Sheehan, B.A.(Hons), P.G.C.E.

Octavia Road  
Swaythling  
Southampton SO18 2LX  
Telephone: (023) 8055 6691  
Facsimile: (023) 8058 2270  
E-mail: info@mansbridge.southampton.sch.uk

3rd February 2010

Mr K Verdan  
Schools Organisation Manager  
SCC  
4<sup>th</sup> Floor Frobisher House  
Nelson Gate  
SOUTHAMPTON

Dear Kevin,

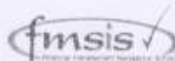
We are writing in response to your consultation on the LA's proposals on amendments to the PANs for reception intake of several schools across the city.

Individual heads may choose to write to you to give their personal response to the proposed increases in PANs since they will have their own unique individual needs. However we have also decided as a cluster to provide you with a collective response addressing universal concerns and possible suggestions for alternative solutions to the projected increase in pupil numbers.

We have been working very closely as a cluster and we feel it would have been preferable to have consulted the cluster in an open forum before individual emails were sent to certain schools on the last day of the Autumn term. This could have been divisive and could have been avoided. There is a willingness as a cluster to be creative and to put forward ideas as a cluster for the increased capacity that could be offered if need is clearly proven.

The cluster also wishes to ascertain why all of Springhill School numbers were included in the Cantell cluster review. We believe that the case has not been proven for an urgent need to increase capacity in our cluster until at the earliest 2012 especially if the numbers of places at Springhill are not all allocated to this cluster.

We would also like to express our disappointment on how the Primary Review consultation on which many Heads worked very hard seems now like a missed opportunity.



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We realise that you have a statutory duty to provide a school place for every child in the city and we wish to do all we can as a cluster to support you in this matter. We realise that your last year predictions for total number of pupils for the city who would require a reception place in 2009-210 are accurate on a city wide level. However this may not be the case for individual schools and clusters.

We would be grateful if you would provide the cluster with accurate data by post-code of live births and profile of 1 - 4 years old in the postcodes of our cluster? Please see example below of what that information might look like - clearly there will be more post codes to include and we do understand that some schools take from out of cluster catchment areas. However if we have the information just for the postcodes of our cluster catchment areas it will provide us with a clearer picture of need than we currently have.

#### Under 5 Population on 1st April 2009 by Post Codes of Cantell Cluster

Age	S017	S016	S018	Grand Total
0				
1				
2				
3				
4				
<b>Grand Total</b>				

#### Live Births by Post Codes of Cantell Cluster

Age	S017	S016	S018	Grand Total
2003/04				
2004/05				
2005/06				
2006/07				
2007/08				
2008/09				


Clearly if we see that this information indicates an urgent need to increase capacity in our cluster we will have a greater commitment to support and help you in making the best decisions. If your predicted numbers for our cluster turn out to be accurate then the suggested increases in PANs may indeed be the most appropriate and efficient measures to provide extra capacity. However the current surplus places in the two new reception classes in the city centre (which were only agreed upon recently) suggest that there may not have been a need for this extra capacity. We are concerned that the new proposed PAN increases may add an extra strain on school budgets if the projected

increase in numbers that you predict do not materialise. We therefore want to ensure that decisions are not made in haste and to learn from the mistakes made in both the recent Secondary and Primary reviews.

The above points represent our cluster's collective response to the consultation on increased PANs.

We would like to invite you back to our cluster to provide answers to the above questions raised and also to enable us to provide positive solutions to the need for extra capacity. We are keen to support you in this matter, as we do understand that some actions need to be taken.

Yours sincerely,



M Sheehan , Chair of Cluster

Jane Waddup (Acting Head); Graham Wilson; Ruth Evans; Llyn Codling; Rob Griffiths (Acting Head); Mark Sheehan; Harrie Atkinson; Liz Filer; John Draper; Allan King; Lyn Hawkins (Acting Head)

Cc Paul Nugent, Head of School Standards  
Ross Williams, Admissions

# Mansbridge Primary School



Headteacher:  
Mr. M. Sheehan, B.A.(Hons). P.G.C.E.

Octavia Road  
Swaythling  
Southampton SO16 2LX  
Telephone: (023) 8055 6691  
Facsimile: (023) 8058 2270  
E-mail: info@mansbridge.southampton.sch.uk

13<sup>th</sup> January 2010

Mr K Verdon  
Schools Organisation Manager  
SCC  
4<sup>th</sup> Floor Frobisher House  
Nelson Gate  
SOUTHAMPTON



Dear Kevin,

I am writing in response to your Admissions Consultation on the LA's proposals on amendments to the PANs for reception intake of several schools across the city.

You suggest you are consulting our cluster and yet you had already sent out letters proposing PAN increases to certain schools in December 2009. It would have made more sense and clearly have been more transparent to have brought these ideas to cluster before making the decision to send letters of proposal to certain schools. As a cluster we have been working, in line with a lead both locally and nationally, increasingly as a soft federation. This pre-emptive decision is both divisive, potentially fouling very good working relationships between schools, and also misses a real opportunity to tap into the creative and constructive thinking that has become the hallmark of the Cantell Cluster.

I would be grateful if you would respond to the following questions ?

1. How was the decision made to propose to increase the PAN of both Highfield C of E Primary and Bassett Green Primary? Who made it and what criteria was used to make the decision?
2. Why have you decided to include Springhill (which is not part of the Cantell Cluster) in your projected forecasts for this cluster. It seems erroneous to include all the predicted need for places at Springhill as part of a perceived need for spaces in the Cantell cluster?



INVESTOR IN PEOPLE

3. Why was it decided to propose this increase from Sept 2011 since your own figures do not suggest an urgent need to increase capacity in the Cantell cluster until at least Sept 2012. Indeed if you left out Springhill from your calculations there wouldn't be a predicted need for extra spaces for this cluster until 2012 - the very opposite in fact - it could be suggested that you could reduce some PANs for a temporary period .
4. Has consideration been given to the impact these proposals may have on other schools in the area ? On a city level the numbers of increase for this area may seem small but its impact on certain communities may be devastating. We regularly take on a significant % of our Year R intake from out of catchments as do several other schools in the cluster - many from the Basset Green and some from Highfield catchment areas. If we lost these children it may ultimately lead to the closure of Mansbridge Primary School.

The Mansbridge neighbourhood has its own distinct needs since it is geographically an enclave. It serves a tight-knit community with the railway line forming a boundary to the city and the rest of the area borders Eastleigh and Hampshire . We are the focal point of the community and our closure would blight a whole neighbourhood of Southampton. Many children from this area would not attend other schools out of their neighbourhood and the life chances of many children and families would be severely compromised. The school provides excellent education and outstanding care and guidance and is a haven of safety and security for many children in the community . An unnecessary knee jerk decision to increase PANs for certain schools by Southampton City Council could cause Mansbridge Primary to "wither on the vine" whilst it is currently flourishing. Indeed Southampton City Council should be ensuring that schools, such as Mansbridge Primary which is a good school serving a distinct, deprived community, are helped to flourish .

Southampton's Vision for Primary Children, Schools and Learning states that :  
"As part of the annual statutory consultation on admissions the local authority will continue to work with schools and the Dioceses to promote fair admissions policies, which provide equality of opportunity and take into account geography, communities and the premise that all the cities schools have equal status and are all thought of as good schools."

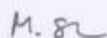
I am not convinced that the city council's proposal to increase the PANs in the schools mentioned takes into account the Mansbridge Community or its geography . Furthermore the decision to increase the PAN of schools with low levels of attainment and attendance may lead to the closure of higher achieving schools, namely Mansbridge Primary . How can this make any sense?

If your predicted numbers turn out to be accurate then Mansbridge Primary may not be adversely affected. However it will take a huge leap of faith on my behalf to accept this to be the case. One of these schools has only recently had its PAN reduced and now it is being increased again. It concerns me that such "yo-yoing" decisions are being made which are clearly not founded on any strategic long term perspective or indeed accurate data. I expect that the recent decision to reduce the aforementioned schools PAN was based on data that suggested there would be a surplus of places in this cluster. Am I now expected to have faith in the data you have now produced (to make predictions for 2013-2014) to justify the urgent need to increase PANs in this cluster ?

The above points represent our school's response to the consultation on increased PANs.

I look forward to receiving your reply.

Yours sincerely,



M Sheehan  
Headteacher

Cc Paul Nugent, Head of School Standards  
Iain MacGregor, Chair of Governors  
Cllr Jane Odgers, Governor



# Swaythling Primary School

Headteacher  
Mr J. Draper B.Ed, NPQH



Mayfield Road  
Southampton  
Hampshire  
SO17 3SZ

Tel 023 8055 2252  
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9th February 2010

Mr K Verdon  
Schools Organisation Manager  
SCC  
4<sup>th</sup> Floor Frobisher House  
Nelson Gate  
SOUTHAMPTON

Dear Mr Verdon,

We are writing in response to your consultation on the LA's proposals on amendments to the PANs for reception intake of several schools across the city.

We are concerned that the rationale for this change in local admission arrangements for our locality has not been clearly established, the impact has been poorly thought through, and in fact may well be completely contrary to those stated in the recent and comprehensive vision cited in the Primary Review.

The schools within the Cantell Cluster have developed a positive, mutually supportive working relationship, and we feel it would have been preferable to have consulted the cluster in an open forum before individual emails were sent to some of our schools on the last day of the Autumn term. This could have been divisive and could have been avoided. There is a willingness as a cluster to be creative and to put forward ideas as a cluster for the increased capacity that could be offered if need is proven clearly.

We are also completely mystified by the apparently arbitrary inclusion of Springhill Catholic School in the Cantell cluster review. This school never has been part of our cluster, we have never taken on any children or sent any to this school. Furthermore, as a faith school, the children who attend Springhill are more likely to come from all over the city, rather than from any easily defined geographical area. If the impact of this apparent anomaly is removed from your calculations, the need for the moves you have made appear far less compelling. We do not believe that the case has been proven for an urgent need to increase capacity in our cluster until at the earliest 2012 if the PAN at Springhill is not considered within this cluster.

We at Swaythling strive very hard to be a genuine community school, offering equal and excellent opportunities to all who attend. However, we are also a small school, and any unintended knock-on effects from the moves you propose will affect us particularly adversely. The moves you propose suggest that a whole extra class full of children will be in our area in 18 months time, and we do not believe that these pressures exist.



We would also like to express our disappointment on how the Primary Review consultation on which many people worked very hard seems now like a missed opportunity.

We realise that you have a statutory duty to provide a school place for every child in the city and we wish to do all we can as a governing body to support you in this matter.

We appreciate that your last year predictions for total number of pupils for the city who would require a reception place in 2009-210 are accurate on a city wide level. However this may not be the case for individual schools and clusters. If your predicted numbers for our cluster turn out to be accurate then the suggested increases in PANs may indeed be the most appropriate and efficient measures to provide extra capacity. However the current surplus places in the two new reception classes in the city centre (which were only agreed upon recently) suggest that there may not have been a need for this extra capacity. We are concerned that the new proposed PAN increases may add an extra strain on school budgets

If the projected increase in numbers that you predict do not materialise, we fear a very negative impact on our school, which remains a very popular and well-regarded local school. We therefore want to ensure that decisions are not made in haste and lessons are learned from the mistakes made in both the recent Secondary and Primary reviews.

Yours sincerely,



J Draper Headteacher (on behalf of the governing body of Swaythling Primary School)

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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	APPLICATION TO PLACE PLAY EQUIPMENT ON COMMON LAND AT FREEMANTLE COMMON AND PEARTREE GREEN		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR CHILDREN'S SERVICES AND LEARNING		
<b>AUTHOR:</b>	Name:	John Bridge	Tel: 023 8083 3642
	E-mail:	john.bridge@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

Not Applicable

**SUMMARY**

The City Council approved in 2006 the Play builder programme. This involves the development of 23 play areas within the city over three years. The builder funding is matched where applicable with Section 106 funds. The third year of the Play builder programme which is 2010/11 involves the development of nine play areas including Freemantle Common. Peartree Green is also being developed but using Section 106 monies.

In order to place play equipment on Freemantle Common and Peartree Green permission has to be obtained from the Secretary of State to carry out restrictive works on registered common land under section 38 of the Commons Act 2006. This report seeks agreement from Cabinet to go ahead with the application

**RECOMMENDATIONS:**

- (i) To delegate authority to the Executive Director of Children's Services and Learning following consultation with the Solicitor to the Council, to make an application under section 38 of the Commons Act 2006, for the installation of play equipment on Freemantle Common and Peartree Green.
- (ii) Subject to the successful application, to approve the installation of equipment on Freemantle Common and Peartree Green.
- (iii) To delegate authority to the Solicitor to the Council to take any action necessary to give effect to, ancillary to or likely to facilitate the recommendations set out in this report, including participation in any application, appeal or enquiry process required.

**REASONS FOR REPORT RECOMMENDATIONS**

1. Approval was given at Cabinet in June 2008 to accept the Department for Children, Schools and Families (DCSF) offer for the Council to be a Play Builder authority and to delegate authority to the Executive Director of Children's Services and Learning, following consultation with the Cabinet Member for Children's Services, Play Partnership, local school Councils and the Youth Parliament to make all necessary decisions on / take all necessary action to deliver specific projects within the Play Builder programme.

2. This involves the development of 23 play areas within the city over three years. The Play Builder funding is matched where applicable with Section 106 funds. The third year of the Playbuilder programme involves the development of nine play areas including Freemantle Common. Peartree Green is being developed using Section 106 monies.
3. In order to place new or enhanced play equipment on Freemantle Common and Peartree Green permission has to be obtained from the Secretary of State to carry out restrictive works on registered common land under section 38 of the Commons Act 2006. Application is not required for new equipment provided on a strictly like for like basis and occupying an identical footprint to any existing equipment and which does not require new or additional surfacing of any kind beneath the equipment (including new or increased / enhanced footings).

### **CONSULTATION**

4. A number of consultations took place in the summer of 2009 with local communities on the proposal to place play equipment on Freemantle Common and Peartree Green. Designs were on display and officers were present to answer any queries from the public. Councillors were also present at both consultations to lend their support to these projects.
5. There is strong public support on both sites, recognising that there is a need for play equipment to be installed, as children and young people do not have local play facilities.

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

6. Do not make the application under section 38. The Council would not be complying with the Commons Act 2006 legislation. This would leave the Council open to challenge from the public and could result in a public hearing/ enquiry and the order of restitution of the land.
7. Do not construct the play facilities on either site depriving local children and young people of the opportunity to participate in play activities.

### **DETAIL**

8. The Play audit carried out in 2008 prior to the Play builder programme highlighted the need for play facilities in the Freemantle Common area and as a result of the successful bid a total of £50,000 has been allocated in year three (2010/2011) with an additional £13,000 in Section 106 funding. Peartree Green has £17,000 allocated to it in Section 106 funding. Both sites have had play equipment on them prior to the Commons Act 2006 and if the application is successful then these new facilities would be repaired and maintained within the current maintenance programme.
9. On both sites the initial consultation identified a range of play equipment such as slides, swings, ariel runways, climbing rock and planting of shrubs to enhance the play environment. The procurement of the proposed works will be undertaken by Open Spaces who work with local contractors to install the equipment. Open Spaces ensures that the play equipment complies with all relevant European Health and Safety legislation.

## FINANCIAL/RESOURCE IMPLICATIONS

### Capital

10. The cost of the projects are detailed in the table below:

<b>Estimated cost</b>	
Freemantle Common:	
Capital Costs	
Equipment costs	£57,000
Revenue Costs	
Design Costs	£3,500
Consultation Costs	£2,500
Peartree Green:	
Equipment Costs	£17,000
<b>Total</b>	<b>£80,000</b>

11. The proposed projects are funded as follows:

<b>Source of Funding</b>	
DCSF Play Builder Grant	£50,000
Section 106	£30,000
<b>Total</b>	<b>£80,000</b>

### Revenue

12. If the application is successful then these new facilities would be repaired and maintained within the current maintenance programme.

### Property

13. The proposal will revitalise an otherwise underused area in both parks.

### Other

14. None

## **LEGAL IMPLICATIONS**

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

15. Under s.38 Commons Act 2006, a person may not, except with the consent of the Secretary of State, or unless a general exemption applies, carry out any restricted works on common land. “Restricted works” are—
  - (a) works which have the effect of preventing or impeding access to or over any land to which this section applies;
  - (b) works for the resurfacing of land.

(3) The reference to includes (but is not limited to) the erection of fencing, the construction of buildings and other structures, the digging of ditches and trenches and the building of embankments. Play equipment will fall within the definition of ‘other structures’. Works are for the resurfacing of land includes the laying of concrete, tarmacadam, coated roadstone or similar material on the land (but not repair of an existing surface).
16. In determining an application for consent the Secretary of State will take into account the interests of persons having rights in relation to, or occupying, the Land (and in particular persons exercising rights of common over it), the interests of the neighbourhood, the public interest and any other matter considered to be relevant. In considering the public interest regard will be had to nature conservation, the conservation of the landscape, the protection of public rights of access to any area of land, and the protection of archaeological remains and features of historic Interest.
17. If there are any objections to the application, the Secretary of State may cause a public inquiry to be held before reaching his / her decision.

### **Other Legal Implications:**

18. Any equipment provided in accordance with this report will have to be constructed, placed and maintained having regard to equalities legislation (including Disability Discrimination Act 1995 implications) and the need to ensure that such equipment / the location of equipment is designed having regard to the Council’s duties under s.17 Crime & Disorder Act 1998, to exercise all functions having regard to the need to reduce or eliminate crime or anti-social behaviour.

## **POLICY FRAMEWORK IMPLICATIONS**

19. The proposal within this report is in accordance with the objectives of the Children and Young People’s Plan where engagement in play activities contributes to all five outcomes of the Every Child Matters agenda. The planned development also contributes to the outcomes within the Community Strategy. For example, Objective 1.2 play promotes health and wellbeing for children and families and Objective 4.3 the planned development enhances the open environment by providing attractive, safe and welcoming open spaces for everyone.

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

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

1.	None
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**Background Documents**

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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**Background document available for inspection at:** n/a

**KEY DECISION** No

<b>WARDS/COMMUNITIES AFFECTED:</b>	Peartree Ward
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## ITEM NO: 15

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	ROYAL PIER SITE		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR ECONOMIC DEVELOPMENT		
<b>AUTHOR:</b>	Name:	EMMA MEREDITH	Tel: 023 80 834515
	E-mail:	<a href="mailto:emma.meredith@southampton.gov.uk">emma.meredith@southampton.gov.uk</a>	

### STATEMENT OF CONFIDENTIALITY

Appendix 2 of this report is not for publication by virtue of Category 3 (Information relating to the financial or business affairs of any particular person including the Council) of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not considered to be in the public interest to disclose this information because this Appendix contains confidential and commercially sensitive information relating to the property interests potentially involved in this matter.

### SUMMARY

The purpose of this report is to seek authority to enter into a landowner agreement and progress the marketing of land at Royal Pier.

### RECOMMENDATIONS:

- (i) That the Solicitor to the Council following consultation with the Head of City Development & Economy be authorised to negotiate terms and enter into any documentation necessary with ABP and the Crown Estate prior to marketing to facilitate the redevelopment of land at Royal Pier and surrounding land, as shown indicatively on Plan 1.
- (ii) That the Head of City Development & Economy, following consultation with the Cabinet Member for Economic Development, be given delegated authority to prepare the marketing documents and market the Council's land as shown on Plan 2, and subject to final Cabinet Member approval of the agreed Heads of Terms, dispose of land interests in the site, or parts of the site, to the selected developer.
- (iii) That the Solicitor to the Council be authorised to take any action including entering into any legal documentation necessary to give effect to this resolution and to take all necessary steps to undertake a marketing process in line with EU procurement regulations.
- (iv) To approve in accordance with financial regulations expenditure as documented in Appendix 2 on the first phase of the Royal Pier development. Funding for this is incorporated within the Capital Programme as part of the Major Site development feasibility project.

- (v) That the Head of City Development and Economy following consultation with the Executive Director of Resources be given delegated authority to progress the scheme to completion subject to Council adding the additional funding to the capital programme and the total costs of the scheme remaining within the financial boundaries shown in Annex 1 to the Confidential Appendix.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. The redevelopment of land at Royal Pier into a world class waterfront destination is important to the ongoing renaissance and economic well being of the City. The development is critical to the aim of reconnecting the City Centre with its waterfront.
2. To progress the redevelopment the site needs to be openly marketed through a compliant marketing process in line with EU procurement regulations.
3. Entering into a landowners' agreement with ABP and the Crown Estate prior to commencing a marketing exercise will define how the process will be conducted and each party's responsibilities within this. The agreement will form the basis for the parties working together to seek a development partner for the site. It will also provide prospective developers with a clear indication of the landowners' intentions, objectives and requirements. The form of the agreement will be a Memorandum of Understanding rather than a legally binding contract.

## **CONSULTATION**

4. Significant consultation has taken place with ABP and the Crown Estate to date and they will continue to be involved throughout this process.
5. Drivers Jonas, property advisers, in conjunction with Marina Projects and Denton Wilde Sapte, solicitors, have been appointed on the Council's behalf. Subject to Cabinet approval they will be instructed to procure the redevelopment of the site.
6. Internal officer consultation has been undertaken and the comments arising from that consultation have been included in this report.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

7. The alternative options considered and rejected are to:
  - Delay marketing until economic conditions improve – however the length of the development process means that by the time the Council completes the disposal economic conditions should be improving.
  - Leave the site in its existing condition – this would not achieve the Council's aspirations for the City and the waterfront.

## **DETAIL**

8. The redevelopment of land at Royal Pier offers the potential to create a vibrant destination and provide significantly enhanced public access to the waterfront through the provision of an improved and extended Mayflower Park and high quality public realm, whilst also providing an improved and permanent site for the Boat Show.



9. A high quality, flagship development would encourage people to move between the City Centre and the waterfront. Improvements to Town Quay Road, particularly the provision of better crossing facilities for pedestrians would reduce the severance of the road and assist in reconnecting the City Centre and the waterfront.
10. Following a Cabinet decision in July 2008 the Council entered into an 18 month Exclusivity Agreement with Kilmartin Southampton Ltd, now Kilbride Southampton Ltd. The agreement expired in February 2010. The purpose of the agreement was to prepare the principles for development to demonstrate that a scheme had the potential to be deliverable. This exercise has now been concluded.
11. ABP and the Crown Estate have been involved to date and are supportive of the process undertaken and committed to working with the Council to take matters to the next stage to secure a development partner to take forward the redevelopment.
12. It is considered that the optimum scheme for the waterfront is achieved by the landowners working together and jointly marketing their land interests. This principle has been agreed by the landowners. The red line plan at Appendix 2 indicates the extent of land within the Council's freehold ownership that it is proposed will be marketed. The Council owns the freehold of additional land in this area; depending on developers' proposals that come forward minor amendments to the boundary could be proposed. The precise extent of land owned by the Crown Estate and ABP to be included has yet to be agreed but is indicatively shown on Plan 1. Whether Town Quay is included as part of the development area is entirely a decision for ABP.
13. Part of the land within the Council's ownership is leased to third parties who are aware of the potential redevelopment and will be kept informed as the process moves forward. Statutory compulsory purchase powers are available to the Council but no decision to use these powers has been taken. The use of these powers would be dependent on specific scheme proposals and would require a further Cabinet decision.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

14. See Confidential Appendix 2 on financial implications.

### **Revenue**

15. The Council currently receives a revenue stream of circa £340,000 from properties and car parking within the proposed red line. The Council will aim to replace its existing income stream from a share in rental income from the future development.

## **Property**

16. The Council will seek to retain the freehold interest in the sites currently within its ownership and secure the minimum income currently received from the site. The Council could then expect to receive a share of the future rental growth of the scheme. Currently circa £229,000 of the income accrues to the Resources Investment Portfolio, circa £90,000 to the Environment and Transport Portfolio and the remainder from the various Mayflower Park lettings goes to the Leisure, Culture & Heritage Portfolio.

## **Other**

17. None.

## **LEGAL IMPLICATIONS**

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

18. The site is held under the following powers: Ancient Corporate Estate, Southern Corporation Act 1925, and Southern Railway Act 1927. In order to facilitate a disposal it may be necessary to appropriate the holding powers at an appropriate stage.

### **Other Legal Implications:**

19. In line with current EU procurement law the development opportunity will be marketed through an OJEU compliant marketing process.

## **POLICY FRAMEWORK IMPLICATIONS**

20. The proposals are in line with the statutory Local Plan Review policy MSA 4, which identifies land at Royal Pier and Town Quay for a major mixed-use development.
21. The land included within the proposed marketing red line extends beyond the current MSA 4 boundary. Some of the land north of Herbert Walker Avenue is safeguarded for industrial uses in the Local Plan Review policy REI10 (xiii).
22. A new policy for Royal Pier will come forward as part of the City Centre Action Plan which is due to be adopted in 2013. The policy will revise the site boundary to be in line with the current proposals and is likely to include a similar mix of uses to those currently identified in the Local Plan policy.
23. It should be noted that it is still to be agreed with ABP whether Town Quay will be included within the red line of land to be marketed. The MSA 4 boundary currently includes Town Quay.

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	Plan 1 Royal Pier - Indicative plan for marketing purposes
	Plan 2 Royal Pier - SCC leased land
2.	Confidential Appendix – Financial Implications

**Documents In Members' Rooms**

1.	None.
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**Background Documents**

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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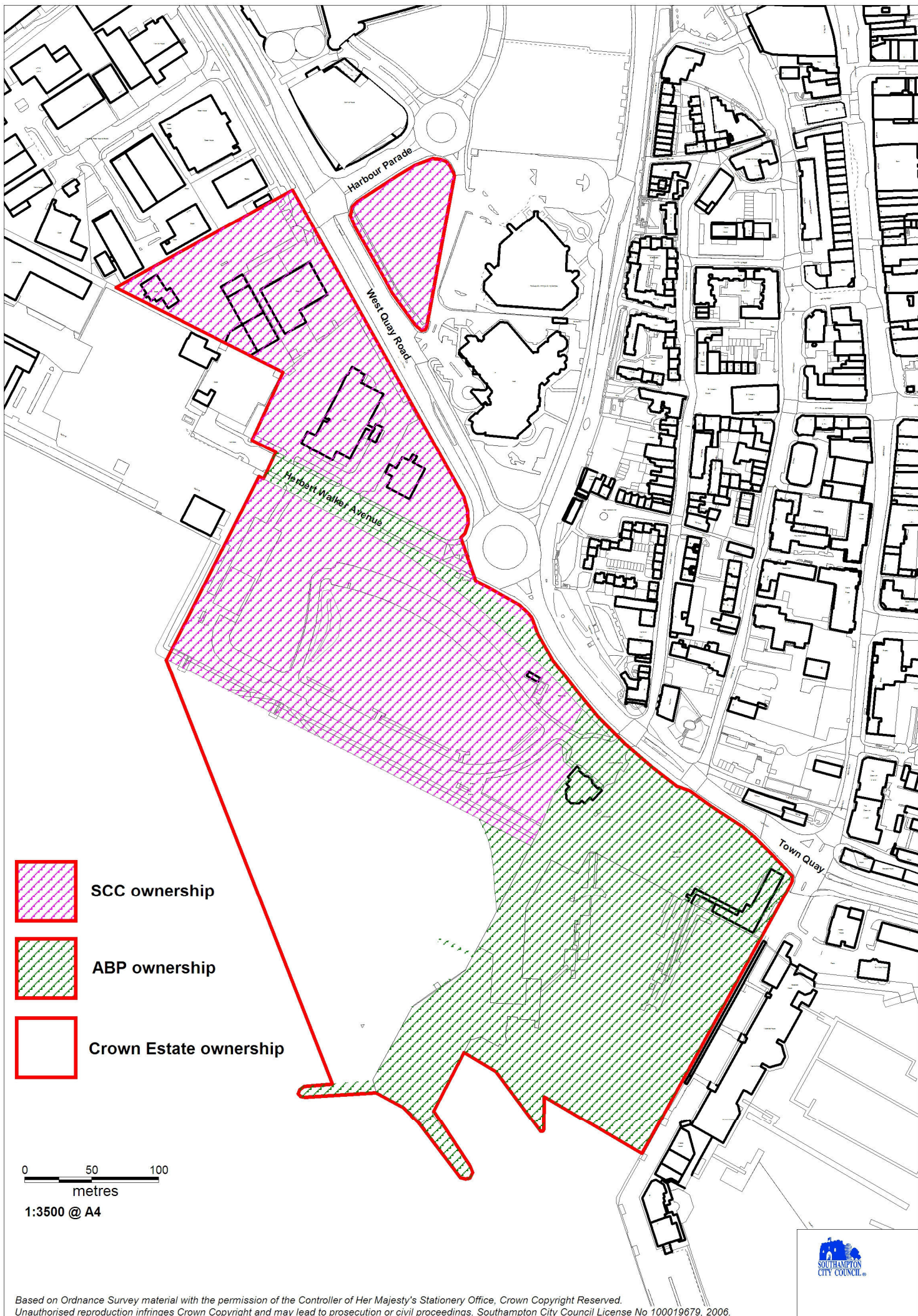
**Background documents available for inspection at:**

**KEY DECISION?                      YES**

<b>WARDS/COMMUNITIES AFFECTED: BARGATE WARD</b>	
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# PLAN 1 Royal Pier - Indicative plan for marketing purposes





PLAN 2 Royal Pier - SCC leased land



Key:

SCC leased land



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## ITEM NO:16

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	SAFE CITY PARTNERSHIP ANNUAL PLAN 2010/11		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR ECONOMIC DEVELOPMENT		
<b>AUTHOR:</b>	Name:	Linda Haitana	Tel: 023 8083 3989
	E-mail:	Linda.Haitana@southampton.gov.uk	

### STATEMENT OF CONFIDENTIALITY

Not Applicable

### SUMMARY

Southampton Safe City Partnership is responsible for reducing crime and disorder and has a statutory duty under the Police and Justice Act 2006 to meet established national minimum standards which includes producing an annual Strategic Assessment to inform a Partnership Plan. The Partnership Plan is included in the council's Policy Framework and hence requires full council approval and is based on a joint (multi agency) Strategic Assessment to identify key priorities. The actions in the Plan are closely linked to key outcomes within Southampton's Local Area Agreement and seek to build on the achievements which include a reduction in total crime rates for three consecutive years, thus, contributing to improving the quality and safety of people's lives.

The Safe City Partnership's 3-year Strategic Plan (2009-2012) was approved by Full Council in March 2009 and this is the annual update of that Plan. The aims, priorities and targets set out in the 3-year plan will continue to apply. The 2010/11 Annual Plan updates progress on achievements in 2009/10 and identifies actions for the forthcoming year to achieve the agreed **top priorities**:

- To further **reduce, year on year the total level of crime and disorder in the city.**
- To **specifically reduce Violent Crime and Criminal Damage** (which together equate to 47% of all crime in Southampton). Criminal Damage is closely linked to Anti-Social Behaviour and Arson and is often seen as a proxy measure.
- To **increase the public perception of Southampton as a safe city.**

This report seeks support from the council to make a significant contribution towards the implementation of the Safe City Partnership Annual Plan for 2010/11 and the actions detailed in it. The attached draft Plan is work in progress and a final version will be published by 1<sup>st</sup> April 2010.

### RECOMMENDATIONS:

- (i) To approve the Safe City Partnership Annual Plan 2010/11 and approve the council's contribution, as detailed in the Plan.

- (ii) To delegate authority to the Executive Director for Neighbourhoods to agree the final version of the Annual Plan, following consultation with the Cabinet Member for Economic Development and the Performance Management Group of the Safe City Partnership.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. The Police and Justice Act 2006 places a duty on Crime and Disorder Reduction Partnerships to meet national minimum standards. This includes producing an Annual Strategic Assessment and an annual Partnership Plan.
2. This Plan is included in the council's Policy Framework and has to be approved before publication on 1<sup>st</sup> April 2010.

## **CONSULTATION**

3. Consultation has taken place, including feedback from the following:
  - Southampton Safe City Partnership and sub groups
  - Children and Young People's Trust – Making A Positive Contribution Group
  - Policy Co-ordinators and Chief Officers Management Group
  - Overview and Scrutiny Management Committee.
4. This Annual Plan therefore includes feedback from all key partners including relevant council services, Police, Hampshire Fire and Rescue Service, Hampshire Probation Service, South Central Ambulance Service, SCPCT, voluntary sector organisations and the YOT. The views of local residents and communities, particularly relating to issues and priorities in their neighbourhoods, form part of continuous local engagement and involvement activities undertaken by the Partnership. This includes activities such as 'Not in My Neighbourhood Week' and by partners – such as community priority setting through the Police Safer Neighbourhoods teams as well as residents surveys such as the Place Survey.
5. A shorter, accessible version of the Annual Plan 2010/11 will be published and feedback from the public will be invited on an on-going basis. This will include an article in City News and publication on the council website, Safer Communities pages which are about to be substantially improved and updated.
6. The key elements of the Plan were considered by the Overview and Scrutiny Management Committee and received positive feedback about the progress made in reducing crime rates. The Committee recommended that the Safe City Partnership should identify hotspots where assaults have fallen and complete an analysis of the actions that contributed to this.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

7. None.

## DETAIL

8. The Council has a statutory duty as one of six 'responsible authorities' to lead and support a Crime and Disorder Reduction Partnership (which locally is known as the Safe City Partnership) and as already noted that duty includes production of an annual plan. The Safe City Partnership and Plan must deliver actions to reduce crime and disorder, anti-social behaviour and the harms caused by alcohol and substance misuse in the city.
9. The Safe City Partnership Plan is part of a family of Plans under the leadership of the Southampton Partnership. Together, these plans seek to make Southampton a better place to live, work and enjoy leisure time. The key plans include the Economic Development and Regeneration Plan, the Safe City Partnership Plan, the Children and Young People's Plan and the Health and Well-Being Strategic Plan.
10. As detailed in the draft Annual Plan 2010/11, the Safe City Partnership has very successfully delivered a wide range of new initiatives while continuing and consolidating existing service delivery. This has led to considerable successes, not least a substantial fall in recorded crime rates including (April 2009 to Dec 2009):

12% reduction in 'All Crime' which is almost double the fall in either of the last two years and this includes;

  - 7% reduction in Violence Against the Person
  - 13% reduction in Robbery
  - 36% reduction in Theft from a vehicle
  - 26% reduction in Theft of a motor vehicle
  - 5% reduction in sexual offences
  - 6% reduction in Criminal Damage (often a proxy measure for ASB) and Arson.
11. The Safe City Partnership is accountable for 14 top priority (LAA) indicators comprising 2 Stretch Targets (relating to criminal damage & arson; and assaults respectively) and 12 National Indicators. Of these all are on target with the exception of 2 indicators. Much of the success in driving down crime is due to effective cross-partnership working on priority issues and in hot spot locations. The progress and notable successes are detailed in Section 2 of the Plan.
12. Although the city's position relative to comparable cities in our 'Most Similar Group' has improved in some areas, notably Most Serious Violence, for which Southampton is now 3<sup>rd</sup> best (out of 15) there has been no shift in the comparable ranking for all violence (violence against the person per 1,000 residents) and little favourable shift from criminal damage. This suggests that in Southampton incidents are still relatively high in both crime types, although in respect of violent crime it is the lower level, less serious offences that push up the figures. It is noted that 'violent crime' has a wide definition and according to the Home Office up to 50% of 'violence' offences involve no physical contact. Therefore it is performance in these 2 key areas – reducing violent crime and reducing criminal damage that drive the priorities for the Safe City Partnership in 2010/11 and this is reflected in the annual Action

Plan.

13. To deliver the top 3 priorities of the Safe City Partnership Plan, the focus in 2010/11 will be on:
  - reducing crime in the Night Time Economy
  - improving response to domestic violence especially focusing on medium and standard risk and the impact of domestic violence on children and young people
  - tackling youth-related violence with a focus on prevention and education; reducing re-offending and entry to the youth justice system; preventing knife crime and supporting young victims of crime
  - pro-active joint work to address other types of violent crime and other related issues such as Hate Crime, serious sexual offences and delivering the Prevent agenda
  - developing and delivering ASB minimum service standards ensure effective and appropriate support to victims and witnesses of ASB
  - continuing to deliver joint initiatives to tackle ASB, Arson and Criminal Damage e.g. CREWS
  - delivering a joint public reassurance campaign
  - achieving the 2 Stretch targets which attract financial rewards – criminal damage & arson and reducing assaults presented to Emergency Department
  - delivering Integrated Offender Management – to reduce re-offending
  - improving the analysis and use of intelligence by the partnership to increase effective targeting of resources to maximum effect.
  - Delivering a joint public reassurance campaign.
14. The Council is a vital partner in the Safe City Partnership – providing support to develop and service the Partnership itself, but also providing, at all levels of the partnership, a wide range of services that support the delivery of the core objectives. This ranges from the core functions of the Safer Communities team to services such as the Licensing team and Trading Standards in contributing to reducing alcohol-related crime, to the work of the Children and Young People's Trust on issues ranging from Safeguarding to supporting Safer Schools Partnerships; input from Adult Social Care services e.g. in protecting adults and thus supporting the new ASB MARACs (Multi-agency Risk Assessment Conferences) and Communications team working with partners to improve public perceptions.
15. The Council's significant contribution to the Safe City Partnership recognises the causes and impacts of crime in the city on the well-being of residents and the need to continue to support actions that prevent, educate, challenge, enforce and protect local communities. This cannot be achieved by any single organisation in the city as so many factors influence crime and ASB, therefore the collective investment and energy of partners with the Council as a key partner is crucial.



16. The details of where the Council is lead agency and the investment from the Council are identified in the Action Plan.

**FINANCIAL/RESOURCE IMPLICATIONS**

**Capital**

17. Council actions identified in the Partnership Plan will be met through existing budgets or through identified external funding as detailed in the Action Plans.

**Revenue**

18. Council actions identified in the Partnership Plan will be met through existing budgets or through identified external funding as detailed in the Action Plans.

**Property**

19. Not applicable

**Other**

20. Not applicable

**LEGAL IMPLICATIONS**

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

21. The Crime and Disorder Act 1998 places a statutory duty on Crime and Disorder Reduction Partnerships to produce a strategic assessment and a Partnership Plan outlining its priorities to tackle crime and disorder.

**Other Legal Implications:**

22. None

**POLICY FRAMEWORK IMPLICATIONS**

23. The Safe City Partnership Plan is included in the Council’s Policy Framework.

**SUPPORTING DOCUMENTATION**

**Appendices**

1.	Draft Safe City Partnership Annual Plan 2010-11
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**Documents In Members’ Rooms**

1.	None.
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**Background Documents**

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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**Background documents available for inspection at:** N/A

**KEY DECISION? Yes**

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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ITEM NO: 16 Appendix

# SOUTHAMPTON SAFE CITY PARTNERSHIP

## PARTNERSHIP PLAN 2010 - 2011



DRAFT VERSION 2

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**FOREWORD:**

Awaiting comment

**Chair of the Safe City Partnership  
Chief Superintendent Matthew Greening**

Awaiting comment

**Cllr Royston Smith  
Cabinet Member for Community Safety**

## EXECUTIVE SUMMARY

Awaiting information

## **PART 1: INTRODUCTION**

### **Purpose of the Plan:**

1. The development, delivery and publication of a Safe City Partnership Plan (each year) is a statutory duty under the Police and Justice Act 2006. Southampton Safe City Partnership has a 3-year plan spanning 2009 to 2012; this is the annual refresh of that Plan for April 2010 to April 2011.
2. This plan describes how the Partnership intends to work with partner agencies, communities and actively engage with citizens to reduce crime and disorder, anti-social behaviour and the harms caused by alcohol and substance misuse in the city.
3. This Plan is part of a family of Plans under the leadership of the Southampton Partnership. In particular there are close links, and in key areas direct 'read across' of actions to the Children and Young People's Strategic Plan, the Health and Well-being Strategic Plan and the Economic Development Plan. Additionally, cross-Partnership working is an increasingly important aspect of the joined-up approach required to tackle the 'big issues' in the city where safety is a key element, for example in reducing crime and disorder in the night time economy.

### **The Safe City Partnership:**

4. The Safe City Partnership (SCP) is itself a legal requirement and comprises of key services and agencies to form one of the biggest Partnership's in the city. This is effectively the 'Crime and Disorder Reduction Partnership' (CDRP) for Southampton. Membership includes senior representatives of the 'six responsible authorities' (those legally obliged to lead the Partnership) – Southampton City Council, Police, Police Authority, Hampshire Fire and Rescue Service, Southampton Primary Care Trust and Probation – but many more services from the statutory and voluntary sector form the Partnership and the private sector also make an important contribution to the aims and objectives of the SCP. The formal structure of the SCP is provided in Appendix 1.
5. The SCP is responsible for the delivery of this Plan and this includes the performance targets within it. Specifically, the SCP is currently accountable for some 74 LAA (Local Area Agreement) performance indicators, of which 12 are 'designated indicators' (priority indicators for the City) and 2 are Stretch Targets.

### **The Strategic Assessment:**

6. All SCP Plans are underpinned by findings from the joint Strategic Assessment which is an analysis of key data and intelligence on crime and disorder in the city. The Assessment seeks to reflect police and partner data. In addition, the views of residents and communities, as well as performance against the SCP targets, comparative data and the issues arising from the breadth of services working in this field all shape the priorities and actions within this Plan.

## Top Priorities:

7. The SCP Plan 2009 – 2012 identifies 3 over-arching objectives and priorities;
  - 1 To further **reduce, year-on-year the total level of crime and disorder in the city**
  - 2 To **particularly reduce Violent Crime and Criminal Damage**
  - 3 To **reduce the fear of crime and increase the public perception of Southampton as a safe city.**
  
8. The 3 over-arching priorities reflect the primary purpose of the SCP (reducing all crime), the most significant crime types (violent crime and criminal damage make up almost half of all crime in the city), and the greatest concerns of the public (fear of crime and public confidence in partnership services tackling crime and ASB). Therefore these priorities are likely to be sustained over a long period of time and certainly remain the top priorities for 2010/11.

## PART 2: HOW DID WE DO IN 2009/10?

This section of the Plan identifies against the SCP Priorities progress made last year; based on the top priorities identified in the 3-year Plan and the data for April 2009 to December 2009 plus where possible projections to April 2010. Here the Partnership highlights 'what we said', 'what we did' and 'what we intend to do'. Note Appendix 3 provides the detailed indicators and targets for 2010/11

### Safe City Partnership Priority 1: Reducing All Crime

9. **We said** in the 2009 – 2012 Plan that we would continue to achieve a downward trend in the 'all crime' rate (this is the total number of recorded crimes in Southampton). Specifically we aimed to reduce 'all crime' by at least 6% and to have improved the city's comparative ranking in our Most Similar Group. We also said we would aim to meet the agreed targets in the Local Area Agreement.
  
10. **We did** reduce the All Crime rate (to Dec 09) by 12%. This is almost double the reduction of any previous year. Almost all types of crime in the city reduced, including for example violence against the person (down 7%); robbery (down 12%); theft of a motor vehicle (down 26%); theft from a motor vehicle (down 36%); criminal damage and arson (down 16%).
  
11. Southampton's comparative ranking on All Crime (that is how we compare to other cities in what is defined as 'our most similar group') is currently 13th out of 15 – representing a slight positive shift in the last year. Of the top priority (LAA) targets for which we are accountable - 2 Stretch and 12 national indicators - all but 2 are on target. Those not currently on target are NI15 Most Serious Violence and NI 32 Repeat Incidents of Domestic Violence. In respect of Most Serious Violence the level of incidents has reduced in the last year to the extent that Southampton is now in 3<sup>rd</sup> best position in the 'Most Similar Group' (ranking 3rd out of 15), however we still did not meet the challenging target set. In respect of NI32 the last quarter is showing a considerable positive shift but this is partly attributed to improved data



assessment and changes in process.

12. The crime type that is increasing is dwelling burglary (up 17%). We have identified possible factors causing this rise and are pro-actively seeking to reverse this trend and this is reflected in the Action Plan attached in Appendix 2.
13. **We intend to** continue to strive for on-going reductions in the All Crime rate this year. While all of the work of the Partnership contributes to this overarching objective, we recognise the other priority areas – reducing violent crime and reducing criminal damage – are particularly impactful on these figures. We note the importance of a well-managed and effective partnership in achieving these goals and this is reflected in our action plan. We also specifically highlight the need to achieve our 2 Stretch Targets – reducing assaults and reducing criminal damage – as they attract significant reward funding for the city if the targets are met by July 2010.

### **Safe City Partnership Priority 2a: Reduction in Violent Crime**

14. **We said** in the 2009-2012 Plan we would seek to reduce violent crime by 5%. We also said we would improve our relative position for violent crimes in our 'Most Similar Group'.
15. **We did** reduce violent crime by 7% thereby exceeding the target set in the Plan. However, 'violent crime' encompasses many types of offences from homicide to harassment and within this range performance has varied. For example, Sexual Offences have reduced (by 5%) for the third consecutive year and Robbery has reduced (13%). Serious Violent Crime also reduced (by x%). Common Assault has been variable throughout the year but in the most recent quarter has dropped. The number of assaults presenting to the Hospital Emergency department has also reduced. It should be noted that Home Office reports suggest up to 50% of recorded violent crime does not involve any physical contact.
16. Compared to other (CDRP) areas, Southampton records the highest levels of Violence against the Person per 1,000 residents in our Most Similar Group (ranking 15<sup>th</sup> out of 15) and thus there has been no relative shift in ranking in this area. However, it is important to note that for Most Serious Violence, Southampton is now in 3<sup>rd</sup> best position in the Most Similar Group (ranking 3rd out of 15).
17. There are a number of reasons for the high comparative crime rates in this area, including the robust and ethical crime recording by Hampshire Constabulary and high levels of public reporting which may reflect awareness and confidence by the public. For example the national average for the percentage of the adult women population reporting domestic violence is 3.6%; in Southampton it is 5.2%.
18. It is also clear from local and national evidence that there are broadly 4 key areas from which violence stems: alcohol-related violence in the night time economy (NTE); Domestic Violence (DV); youth related offences which often escalate or link to ASB; and drug related violent crime<sup>1</sup>. The latter of these involves a very small number of people within a closed community, whereas violence in the night time

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1 SCP Analysis of VAP Southampton OCU 2008 – up-dated in 2010; Strategic Assessments 2007/8 and 2008/9

economy and domestic violence are high volume and high impact. Local figures indicate that 21.5% of violence against the person is recorded as domestic violence and 24.8% are reported from the city centre. These are the two biggest identifiable sectors - the remaining breakdown covering a range of other causal factors.

19. **We intend to** continue to prioritise the reduction of violent crime in the city, to that end our Action Plan reflects the importance of this area and the contribution that all the agencies and sub-groups of the Partnership will make to this goal.

20. Within this priority we will focus in 2010/11 on:

- Reducing violent crime in the night time economy, particularly focusing on tackling offenders and continued partnership delivery of a range of initiatives operating in the city centre late at night. This area will make the biggest impact on achieving our Stretch Target 5 – to reduce the number of assaults presented to Hospital Emergency department at night.
- Improving responses to Domestic Violence especially focusing on medium and standard risk cases and the impact of DV on children and young people, but also ensuring joined-up approaches to reduce repeat offending
- Tackling youth – related violence with a focus on prevention and education; reducing re-offending and entry to the youth justice system; preventing knife crime and supporting young victims of crime
- Pro-active joint work to address other types of violent crime and other issues such as Hate crime, serious sexual offences and delivering the Prevent agenda (details in the Action Plan Appendix 2)

#### **Safe City Partnership Priority 2b. Reducing Criminal Damage (Arson and Anti-Social Behaviour):**

21. **We said** in the 2009 - 2012 we would reduce Criminal Damage by 26% by April 2010. It is widely recognised that criminal damage is a proxy measure for anti-social behaviour as they are so closely linked. We also said we would reduce Arson. We agreed that our key measure of performance is the LAA Stretch Target which set a target reduction of criminal damage recorded.

22. **We did** reduce the number of recorded offences of Criminal Damage and we are projected to meet the Stretch target (and the 26% reduction target in the Plan) by year end (April 2010). Our overall comparative position for Criminal Damage as measured against other areas in our 'Most Similar Group' has only very slightly improved but we remain 13<sup>th</sup> out of 15 in the ranking table.

23. Arson, especially primary arson (where there is an insurance value) appears to have increased over the year but this is attributed to a change in national recording practice which has adversely impacted on recording patterns. HFRS are exploring the data quality and thus at this stage the figures are not reliable, nor reflective of trends locally. The number of ASB reports received from the public has reduced over the year and the partnership can evidence a wide range of positive actions taken to tackle ASB in the city (see relevant paragraphs later in the paper).

24. **We intend to** continue to give this area of activity top priority. We can evidence a consistent downward trend in criminal damage however we need to ensure even more reductions this year to achieve our targets. We also need to improve recording of Arson incidents and strive for excellence in our partnership responses to ASB. Within this priority in 2010/11 we will have a particular focus on:

- Delivering targeted partnership activity to tackle Criminal Damage, Arson and ASB in hot spot areas – to include a themed CREW (special operation) in the spring 2010.
- Ensure effective and appropriate support to victims and witnesses of ASB
- Continue to deliver joint initiatives to tackle ASB and enviro-crime such as CREWs, special operations and Community Payback.
- Improved communications with the public about ASB

### **Safe City Partnership Priority 3: - Increase Public Perception of Safety in Southampton**

25. **We said** in the 2009 – 2012 Plan we would increase the confidence of residents in the police and the council tackling crime and ASB. We agreed the key measure for this is the LAA perception indicators that are measured by the Place Survey, a bi-annual resident's survey.

26. **We did** our first Place Survey in 2009 and from that identified that 23% of those taking part felt 'the police and council are tackling crime and ASB in their area', where the national average is 26%. Although there was a high proportion (25%) of residents saying 'don't know' to this question. There are a number of other indicators covered in the Place Survey such as views on ASB as 'a problem' locally, parents taking responsibility for their children etc. Notably, (for NI41): 45% of people said 'people being drunk and rowdy in public places' is a problem in Southampton compared to the national average of 29%. This is clearly an area in which the Partnership needs to raise performance in order to improve our comparative position with other cities; but also to bridge the gap between public perception and reality of crime and ASB reduction in the city.

27. **We intend to** increase the joint action in this area with a focus in 2010/11 on:

- ensuring key messages about the local actions taken by the council, police and partners to tackle crime and ASB are regularly given to residents using a range of methods including direct mailing in localised areas and using a 'You Said: We Did' format
- delivering a single Public Reassurance campaign to raise awareness in the city about reducing crime and increasing safety for example campaigns linked to the night time economy and reducing ASB in neighbourhoods
- improving internal partnership communications to ensure the workforce within the broad partnership pass on positive messages and confidence in what is happening in their local area

## Partnership Success in 2009:

28. Below we identify some of the notable successes of the Safe City Partnership working with local residents in our **neighbourhoods** this year – this is illustrative and by no means includes all we have done:

- We proactively worked with partners to encourage more residents to join neighbourhood crime prevention and related activities such as Neighbourhood Watch.
- Joint work of partners led to an increase in 'Community Payback' hours (unpaid work by offenders in the community) to 15,000 hours to date and a much increased profile for this work as part of the 'Justice Seen: Justice Done' initiative.
- The Partnership successfully increased engagement of local people in crime reduction activities for example, 120 people attended the Community Crime Fighters event; over 100 volunteers are supported in projects funded by the SCP (Safer and Stronger Communities Fund); local people were engaged in 12 CREWs and the Not in My Neighbourhood road-shows.
- The Partnership supported the new Neighbourhoods Management model which includes 3 new District Management Groups and increased engagement of the public through the Police Safer Neighbourhood teams. A new IT system called Safetynet which is police-led but will enable partners to capture neighbourhood issues and actions was launched and will be rolled out in 2010.

**Making a difference....** Neighbourhood Watch expanded by 15%, thus meeting the agreed target for the year and making a cumulative 30% increase in Watches over 2 consecutive years

29. In 2009 the Partnership prioritised reducing **crime in the night time economy** (NTE) and collectively put a great deal of effort and energy into this area. As a result, partners have established a much more robust approach to enforcement and re-established strong working relationships with Licensees where they are working with us as part of the solution as well as raising standards of management of premises. There are several new initiatives operating in the city centre NTE including Street Pastors, the ICE Bus (providing first aid services by South Central Ambulance and welfare support) and a new NTE Manager. The Police have re-shaped their structures to strengthen work in the NTE and new policing strategies have included for example mounted police (on horses) as well as a project to crack down on 'false ID'. In addition there was selective road closure (Above Bar) in peak times to ease congestion and facilitate dispersal from venues late at night and several high profile alcohol-awareness campaigns. The City has in place 3 taxi ranks and 6 Taxi marshals, a Cumulative Impact Policy (a Licensing Tool), training for Door Staff at key venues, radio and CCTV networks in the city centre. All this work was underpinned by a self-assessment against Best Practice in tackling crime in the NTE, as well as increased use of data and intelligence held by the range of partners – this includes for example Hospital Emergency Department data as well

as feedback from the new projects such as Street Pastors and in-input to the NTE Scrutiny Inquiry led by Southampton City Council.

**Making a difference....**the most recent data shows a substantial reduction in violent crime in the city centre at night – including reductions of 17% in violence against the person and 12% drop in the number of assaults presenting to the Hospital Emergency Department.

30. In addition the Partnership delivered a range of actions aimed at raising awareness and increasing enforcement to reduce under-age drinking, including for example 2 x SKAA events which attracted x young people and production of a local DVD about alcohol and young people used in a variety of settings. A key project aimed at improving alcohol care pathways to ultimately facilitate joint commissioning to improve access to alcohol treatment and interventions was complete.

31. Other successes include:

- Recognition that Southampton has one of the top 4 MARACs (multi-agency risk assessment conferences) in the country and is a leading city for having established all the elements of the 'high risk' model nationally promoted as 'best practice'. Partnership work to improve responses and outcomes for children and young people affected by DV has commenced this year and a substantial investment by the Council to support Safeguarding services will positively impact on this issue too

**Making a difference...**A substantial reduction in 'first time entrants to the youth justice system' - down 20% in the last year.

- We delivered a number of targeted ASB operations with extra police patrols and partners working together to positively engage with young people, use our enforcement powers, give messages to parents, confiscate alcohol and other actions. Examples include the ASB Summer Operation and Halloween/Bonfire CREW.
- The number of young people agreeing to Acceptable Behaviour Contracts (ABCs) increased (up 14%) and breaches of ABS decreased (by 5%)
- Partners worked together on approximately 24 special operations to tackle ASB and enviro-crime – from tackling noise nuisance to ASB caused by motorbike nuisance and under-age drinking.

**Making a difference...** The ASB summer operation resulted in a 17% decrease in ASB compared to the same period last year

- Partners launched Safer Schools Partnerships and continued to deliver the Youth Crime Action Plan targeted identification and support to young people at risk of ASB, including partnership street patrols, additional youth activities on Friday and Saturday nights and a triage system in custody for young people.

**Making a difference....YCAP stats from DS/JB**

- The Partnership delivered a wide range of public communications last year that ranged from an article in most editions of City View (monthly); large campaigns such as Know Your Limits; Safer Nights Out; Alcohol Awareness Week; Not in my Neighbourhood, as well as media coverage and joining in local events such as Fresher's Week and K2. Nevertheless, the Place survey results were disappointing and indicated that public perceptions did not match the reality of reducing crime and ASB in the city.
- Add any points from DAT and reoffending – GP and JH

**Making a difference....Feedback form some partners and residents:**

Insert....

## **Part 3: The Action Plan**

### **Introduction**

The purpose of this plan is to identify actions that will help us to achieve a safer Southampton for residents, visitors and employees.

This Action Plan is in 3 parts linked to the Top 3 Priorities of the Safe City Partnership:

1. To reduce 'All Crime' year-on-year
- 2a. To reduce Violent Crime
- 2b. To reduce Criminal Damage, Arson and Anti-Social Behaviour
3. To improve public perception of Crime and Anti-Social Behaviour

### **High Level Outcomes and Key Performance Indicators**

By delivering this Action Plan in 2010/11, we aim to change the behaviour of targeted groups / individuals to reduce the negative impact of irresponsible drinking, reduce the amount of violent crime across the city and increase citizens perceptions of safety throughout Southampton. In striving for this we will positively impact on a number of key performance indicators.

Our targets for improvement on the 2008/9 baseline figures are:

- Reduce the 'All Crime' rate by at least 18%
- NI 15 Reduce Serious Violent Crime by 5%
- NI 17 Reduce the number of people who feel that ASB is a problem in their area from x% to y%
- Reduce Criminal Damage (often used as a proxy measure for ASB) by 20%
- NI 21 Improve the public view of the Council and Police tackling Crime and ASB from 23% to 30%
- Improve our comparative ranking in our 'Most Similar Group' particularly for All Crime, Violence and Criminal Damage from x in 2008/9 to top 3
- NI 41 Reduce the number of people who feel Drunk and Rowdy behaviour is a problem in their local area from 45% to 35%
- LAA - Deliver the Local Area Agreement targets for which we are accountable – particularly the 2 Stretch Targets and 12 'Designated' (priority) indicators. (See Appendix 1).

### **Consultation and Analysis**

We have based this Action Plan on these key influences;

- The Strategic Assessment – current Crime and ASB data analysis from partners
- Views of residents, children and young people, employees and visitors as well as victims of Crime. These views come from feedback to formal surveys like the 'Place Survey' events and local meetings, focus groups and other engagement activities

## **Management and Monitoring of this Action Plan**

This Action Plan is 'owned' by the Safe City Partnership (SCP). It is monitored by the Performance Management Group (Quarterly) and delivered by the sub-groups of the Partnership (and single – issue operational groups). See Appendix 2 for the SCP structure.



## REDUCING 'ALL CRIME' ACTION PLAN 2010/11

**Safe City Partnership Priority 1: To further reduce, year-on-year the total level of crime and disorder in the City.**

### 1. PURPOSE:

This section of the Action Plan identified important actions not already covered under the other priority area that follow, but which will contribute to reducing Crime and ASB.

All of the sub-groups that make up the Safe City Partnership and the wider operational groups in the City contribute to these priority actions. However, this plan identified actions not covered in the other plan which contribute to reducing Crime and ASB.

Key Resource:        ✓ = Funding secured or within existing resources;  
                               TBA = Funding not yet agreed

<b>GENERAL ACTIONS</b>						
<b>Objective</b>	<b>Key Action</b>	<b>Lead Agency</b>	<b>Responsible Group</b>	<b>Outcome</b>	<b>Measure</b>	<b>Resource</b>
<b>1. Reducing Burglary</b>	Based on the Strategic Assessment findings, pro-actively reduce dwelling burglaries – focus Class A drug offenders; security of student accommodation; 'hot spot' locations	Police	District Management Groups (DMG's)  Safer Students Forum	Further reductions in burglary rates	Police recorded crime – burglary rates	✓
<b>2. Tackling Alcohol</b>	Continue to implement improved alcohol pathways initiative – with the aim to increase provision and access to tackling alcohol interventions and move towards a joint commissioning	SCPCT	TAP	The impact of Irresponsible drinking reduced across the pathways	Identification of worst alcohol related repeat offenders	TBA

## GENERAL ACTIONS

Objective	Key Action	Lead Agency	Responsible Group	Outcome	Measure	Resource
<b>3. Reducing Re-offending</b>	Establish 'Integrated Offender Management' in Southampton	Probation	Reduce Re-offending	Seamless management of offenders within Southampton	Explore co-location of key elements of this service and make recommendations Maria	TBA

## 2. PURPOSE:

The Safe City Partnership is a statutory requirement. The performance and effectiveness of the Partnership is measured by the '6 Hallmarks' which set out quality standards. To ensure the SCP meets these standards specific 'management' actions for 2010/11 will include those identified below.

## MANAGEMENT OF THE PARTNERSHIP

Key Action	Lead Agency	Responsible Group	Outcome	Measure	Timing	Resource
<b>1. To reduce the number of performance indicators for which the SCP is accountable</b>	SCC	PMG	More focused performance targets resulting in improved quality of monitoring and greater understanding of PI's shared across the SCP	Significant reduction (>25%) in PI's reported on each quarter	By end Q1 2010	✓
<b>2. Improve the annual Strategic Assessment – particularly increasing the quality and in-put of non-police Data</b>	SCC Police	PMG	High quality Strategic Assessment includes clear and relevant partner data and effective analysis	Preparations complete to enable wider in scope for the 2011/12 SA	By end Q2	✓
<b>3. Partners have collective approach to problem-solving and evidence good practise in application. Clear links</b>	SCC	PMG	There is clear evidence of best practice in analysis and problem solving that leads to joint actions to tackle issues.	Commissioned relevant enhanced problem solving reports	From Q1 onwards	✓

## MANAGEMENT OF THE PARTNERSHIP

Key Action	Lead Agency	Responsible Group	Outcome	Measure	Timing	Resource
between shared data analysis and problem solving				Reports considered and acted on by relevant groups		
4. Training and Development	SCC	PMG	Based on a needs analysis SCP has collective skills to deliver priorities and conduct excellent partnership working	Partnership training and development plan produced and training sessions completed	By end Q3	TBA
5. Annual Review of governance structure to include links to violent crime operational groups has clear escalation routes to the SCP.	Police	PMG Executive Group	Clear links and accountability and escalation routes	Agreed framework and/ or structure changes		✓

## Safe City Partnership Priority 2A: To reduce Violent Crime in Southampton 2010/11

## REDUCING VIOLENT CRIME

Objective	Key Actions	Owner/ Lead Agency	Responsible SCP Group	Outcome	Measure	Timing	Resource
To ensure Partnership arrangements are in place to effectively deliver the	1. Deliver a robust violent crime problem profile annually (with 6 month review); monitor	Police SCC	PMG	Specific, current and robust intelligence to drive actions	Annual problem profile delivered. Two 6 month reviews produced. Actions of the SCP reflect	By Q2	✓

objectives and actions to reduce	performance and evaluate success of this action plan).				findings		
<b>Violent Crime in Southampton</b>	2. Undertake a mapping exercise of both membership and focus of existing strategic and tactical 'violence' groups  Include Information Sharing; quality of joint risk management arrangements; scope especially MARAC.	SCC Probation (MAPPA + MARAC Strategy Group)	PMG Executive Group	Minimise duplication, ensure right structure attended by correct level of representation to deliver agreed actions and ensure joint approval	Report to PMG and agreed changes reflected in structures/terms of reference	June 2010	✓
	3. Continue to place 'Violent Crime' as a standing item on PMG and Exec agendas	Chair of Executive Group and Chair of PMG	Executive + PMG	V.C actions and issues are prioritised by SCP	Minutes, agenda and actions reflect VC as a priority	On-going	✓
	4. Undertake relevant stakeholder and community consultations to assist in shaping responses to V.C.	SCC	Communications	V.C actions are influenced by stakeholders	Evidence in Strategic Assessment and problem profiles	TBA	✓

REDUCING VIOLENT CRIME IN THE NIGHT TIME ECONOMY (NTE)							
Objective	Key Actions	Owner/ Lead Agency	Responsible SCP Group	Outcome	Measure	Timing	Resource
<b>A. To ensure joined-up Partnership planning, resourcing and delivery of actions to reduce violent crime in the Night Time Economy</b>	1. Achieve Stretch Target 5 (reducing Assaults presenting to Hospital Emergency Department) and seek to invest part of the subsequent reward into reducing crime in the Night Time Economy	Police SCC	TAP	£550k reward for achieving the Stretch Target and resource subsequently invested in related partnership actions	Meet Stretch Target 5 by July 2010	July 2010	✓
	2. SCP supports delivery of recommendations arising from the Scrutiny Inquiry into the NTE.	SCC	TAP	Safety and Crime Reduction actions support a City-wide vision and approach to managing the NTE	Safety elements of the scrutiny Inquiry recommendations are met	April 2011	TBA
	3. Partners deliver a bold media and communications campaign that promotes safety and crime reduction in the NTE – focus to include tackling offenders	SCC Police Ambulance Health	TAP	Clear key messages are delivered to target audiences about reducing alcohol – related harm, reducing offending and safety measures	Campaigns delivered throughout the year and response evaluated links to NI 21	On-going	✓
<b>B. Actions are taken to identify and</b>	4. Partnership delivery of the Yellow Card	Police and NTE Manager	TAP	Increase in identification of offenders and use of powers to ban from the	Schemes in place and publicity promoted;	June 2010	✓

<b>tackle offenders in the NTE</b>	Scheme, drinking banning orders and possibly more use of restrictive bail conditions (Police) to ban offenders from the City Centre (NTE)	SCC		NTE	Reduction in offences, especially repeat offending		
	5. Partners provide refresher training/ briefings for relevant partner agencies in the widest use of enforcement powers – to include Closure Powers and ASB powers and relevant crime reduction training for Door Staff, Bar Staff and transport providers	Police SCC Licensing Team	TAP	Increase use of relevant powers and improved management / prevention of disorder	Reduction in offences and repeat offending	April 2011	✓
	6. Deliver Covaid pilot to provide targeted interventions of offenders	Probation	TAP	Deliver pilot project to work with offenders where alcohol and violence is prevalent	Covaid project actions and targets met	Start April 2010	✓
<b>C. Partners deliver a more robust approach to management of premises through licensing</b>	7. Develop and deliver more robust and joint approach to problem premises (and areas); Traffic light monitoring systems improved; joint	Police SCC Licensing Team	TAP	Evidence closer (Partnership) monitoring and enforcement of premises resulting in improved management of problem premises	More premises subject to and meet management requirements/ conditions. If appropriate more reviews	On-going	✓

	enforcement visits to premises; greater engagement between partners and licensees, strengthen and expand Licensing Link. Support new national mandatory licensing conditions						
<b>D. Continued and expanded welfare and medical support in the NTE at peak times</b>	8. Continue to support and expand street pastors	Voluntary sector project (Ascension Trust)	TAP	Street 'patrols' in peak times – reduce and prevent disorder ASB	Improved public perception of safety (local evaluation)	On-going	✓
	9. Deliver and expand the ICE bus (welfare and medical triage) project	SCC and South Central Ambulance service	TAP	Reductions in presentations to hospitals emergency department; reduction/prevention of escalation of disorder ease time/pressure on Police increase perception of safety.		On-going	✓
	10. Improve information sharing between partners including use of live data, street briefings involving all those operating at night in peak times.	Police/NTE Manager	TAP	Improved use and intelligence to ensure joined-up actions/responses and targeting resources.		Commencing by Apr 10	✓
	11. Continue support for taxi	SCC - Licensing	TAP	Reduce crime and disorder; support swift	Reduce VC	On-going	Part funded

	ranks and taxi marshals			dispersal			
	12. Continue support for NTE Manager (new post in 2010) and ensure delivery of agreed actions including links to this Action Plan.	SCC/Police	TAP	Delivery of key actions in this plan	The plan of actions met by 2011	On-going	✓
	14. Review and maximise CCTV to support NTE developments and new initiatives	SCC	TAP	CCTV supports arrests and victim support in NTE	Number of arrests from NTE using CCTV as evidence; CCTV support to projects evaluated	On-going	✓
	15. Evidence of consideration of 5.17 of Crime and Disorder Act (crime impact assessments) and 'design out crime' considerations as parts of new developments in the City Centre	SCC	TAP	New developments e.g. Cultural quarters actively consider and establish crime reductions feature as part of major physical/environmental changes	Evidence of 5.17 assessments and design out crime features in emerging developments	On-going	✓ TBA
	16. Pilot use of spot light in hot spot/location at closing time to encourage rapid dispersal and other dispersal strategies	NTE Manager	TAP	Swift and managed dispersal of crowds at closing time to reduce and prevent disorder	New dispersal strategies in place	June 2010	✓
	17. Consider establishing public toilet facilities in the	SCC	TAP	Reduce risk to NTE users of using parks, alleyways etc and	Improve Safety		



	NTE area to reduce risk to safety and ASB			decrease ASB resulting from high alcohol consumptions and no public WC's in NTE area			
	18. Maximise signage and messages e.g. bigger signs about DPPO, use of matrix messaging	SCC/Police	TAP	Clearer signs about drinking in public place order and other power facilitates enforcement and use of existing messaging systems for safety messages to improve public perception of safety	Increase enforcement. Improve public perception	Sept 2010	✓

<b>REDUCING REPEAT INCIDENTS OF DOMESTIC ABUSE &amp; IMPROVING SAFETY OF VICTIMS</b>							
<b>Objective</b>	<b>Key Actions</b>	<b>Owner/ Lead Agency</b>	<b>Responsible SCP Group</b>	<b>Outcome</b>	<b>Measure</b>	<b>Timing</b>	<b>Resource</b>
<b>Improve Partnership responses to DV at medium and standard risk and seek to increase capacity at highest risk level</b>	1. Improve Partnerships responses to medium and standard risk DV cases to include services for children and young people and perpetrators as well as victims/survivors	SCC	SDVF	Increase in earlier intervention to prevent escalation reduce repeat offending and improve safety. Also to provide 'move-on' support after highest risk intervention	- 'Business case' is made and presented to Partnership and key agencies - Evidence of increased access to a range of services	Report/Business case June 2010	No funding identified
	2. Deliver recommendations arising from the	SCC	SDVF	Improved responses to DV	Recommendations delivered	TBA	TBA

	scrutiny inquiry into DV (Jan/Feb 2010)						
	3. Develop and deliver SDVF strategy (3 year strategy)	SCC	SDVF	Agreed clarity of vision, purpose and actions to reduce DV	Agreed strategy and plan delivered	May 2010	TBA
	4. Ensure robust joint responses between key agencies for children and young people living in violent homes consider co-location or other closer working arrangements	SCC/Police					
	5. Seek to increase capacity and reduce risk thresholds to enable MARAC/IDVA support to more high/medium risk victims	SCC / Police	SDVF	IDVA caseloads within national recommended levels, turn-over of cases increased; number of support to highest risk victims moderated	Reduced repeat offending; increased safety of victims supported by IDVA and Police Community safety team	On-going	No additional funding – some changes within existing resources
	6. Develop and deliver training as part of workforce development across all key agencies	SCC / Police/ Health	SDVF	Training of front-line staff is integrated into all workforce development requirements	X number training events delivered to key service providers	Nov 2010	Within mainstream budgets

	7. Undertake focus groups of DV survivors on an annual basis to feed into SCP strategic assessment	SCC	SDVF	Views and experiences of victims, survivors help to shape partnership responses	Annual strategic assessment includes consultation	Dec 2011	✓
	8. Partners work together to build on current developments to respond to so-called honour based violence	Police / Health	SDVF	HBV identified risk assessed and response in place	TBA	TBA	TBA

## REDUCING VIOLENCE INVOLVING YOUNG PEOPLE

Objective	Key Actions	Owner/ Lead Agency	Responsible SCP Group	Outcome	Measure	Timing	Resource
<b>A. Prevention and Education; To work with parents, children and young people to reduce the likelihood of young people developing violent behaviour and continuing into Adulthood</b>	1. Deliver all elements of the Youth crime Action Plan – including ‘assertive outreach teams; Safe Haven, YOT – led triage/ in brief intervention in custody; Friday and Saturday night diversionary activities.	Children’s Trust	MAPC	Improved identification, engagement and diversionary support to young people potentially at risk of ASB or other offending behaviour	DCSF prescribed outcomes for YCAP; local impact measures and evaluation to be agreed	On-going to April 2011	✓
	2. Continue and strengthen Safer Schools Partnerships	Police	MAPC	Schools, Police and Partners improve school safety, identify vulnerably CMP and reduce risk of offending	Project success measures to be agreed	On-going	✓
	3. Continue to commission and deliver positive activities for Young People	Children’s Trust	MAPC	Positive and diversionary activities are in place and where required targeted at young people at risk of ASB offending behaviour	TBA	On-going	✓
	4. Implement Year 3 of Think family, plus deliver actions by Family Intervention Project; Parenting Experts and other	SCC SCPCT	Parenting Commissioning Group	Families ‘at risk’ are identified and supported to reduce offending behaviour	DCSF prescribed project measures and agreed local project success indicators	On-going	✓

	parenting resources to identify and support families with multiple needs where the children and young people are at risk of or are offending						
	5. Deliver year 3 of the 'Challenge and Support' project – targeting early intervention of young people at risk of ASB.	SCC	MAPC	Identification of young people at risk of ASB; Increase Acceptable Behaviour Contracts; Reduction of Breaches and cases escalating to ASBO's	Local measures, number of ABC's and ASBO's	On-going to April 2011	✓
	6. Seeking to continue and expand delivery of Domestic Violence focussed work in schools and to support children and young people who are or have experienced violence in the home e.g. SAFE! (schools project); NSPCC Group Support Sessions; Women's Aid outreach	SCC Delivery Volunteering sector	SDVF STAY SAFE Cross Reference Domestic Abuse Section	Begin to bridge the resource and provision gap of support to CYP in this context	Increase in resource and service provision	Investment on-going	Only partial funding
	7. Reduce NEETS; improve school	Children's Trust	MAPC	Reduce young people at risk of offending and	Data on NEETS and school	On-going	✓

	attendance			recognising links between school attendance and NEETS	attendance		
	8. Seek to increase awareness of parents, children and young people of the harms and risks caused by alcohol through targeted campaigns and initiatives	SCPCT SCC	TAP	Task and Finish Group to be set up to identify and deliver Partnership action plan around tackling under-age drinking	TBA	Plan by July 2010	✓
<b>B. Reduce Offending and re-offending</b>	9. Continue to deliver targeted programmes aimed at identifying and working with young offenders – includes; Catch 22 Intensive Intervention Programme – IIP; YOT services	YOT	MAPC		NI 111; Reduction in first time entrants to Youth Justice System  NI 19 – reduce proven re-offending of young people	On-going	✓
	10. Continue to increase test purchase and Proxy Sales	SCC Trading Standards	MAPC			On-going	✓
	11. Implement reparation activities to enable young people to repair harm and to benefit the community	YOT	MAPC			On-going	✓
<b>C. Crack down on</b>	12. Deliver extended Tackling	Police	TKCG				

<b>Knife Crime</b>	Knife Crime Programme; continue education and awareness programmes		MAPC				
<b>D. Provide support to young victims of crime</b>	13. Deliver the young victims of Crime programme – increase partnership awareness and support for young victims	Victim Support  SCC	MAPC	Training for partners to raise awareness and skills to support young victims – victim support provide targeted support	Identified project outcomes	May 2010	✓

<b>'OTHER' TARGETED ACTIONS TO REDUCE VIOLENT CRIME</b>							
<b>Objective</b>	<b>Key Actions</b>	<b>Owner/ Lead Agency</b>	<b>Responsible SCP Group</b>	<b>Outcome</b>	<b>Measure</b>	<b>Timing</b>	<b>Resource</b>
<b>A. Tackle Hate Crime – targeting actions to reduce violence and harassment</b>	Vanessa to give a couple of key actions	SCC	HCSG				
<b>B. PREVENT' Preventing violent extremism</b>	Vanessa to give a couple of key actions						
<b>C. Reducing Re-offending</b>	Maria  Any MAPPA issues but also risk identification at						

	lower levels – does it link to IOM or other actions you want to put in place?						
<b>D. Reducing Serious Sexual Violence</b>	<p>Continue to resource and support ISVA – Independent Sexual Violence.</p> <p>Advise as an important element of Partnership responses to victims of SV.</p> <p>Prevention Measures – stay Safe</p> <p>Increase prosecutions</p>						
<b>E. Safeguarding of vulnerable adults and children</b>	<p>Cross- reference with Domestic Abuse Section – improved Partnership Joint Actions linking CYP and Domestic Violence</p> <p>Safety of children on the internet</p> <p>Actions to protect</p>						



	vulnerable adults						
<b>F. Tackling Drugs; key actions to prevent and reduce drug-related crime and re-offending</b>	Jackie						

**Safe City Partnership Priority 2b: To reduce Criminal Damage (Arson and Anti-Social Behaviour) in Southampton 2010/11**

**REDUCING CRIMINAL DAMAGE, ARSON AND ANTI-SOCIAL BEHAVIOUR**

Objective	Key Actions	Owner/ Lead Agency	Responsible SCP Group	Outcome	Measure	Timing	Resource
<b>A. Achieve Stretch Target 5 and secure reward funding</b>	1. Partners carefully monitor performance towards the Stretch Target 5 (reducing Criminal Damage and Arson) and take actions as required to ensure successful achievements of the target and secure the reward.  2. Develop	HFRS  Police	DMG's	Reward fund of up to £550k secured if targets are met in July 2010	Stretch Target 5	By July 2010	✓

	proposals for potential investment of some of the reward into this area of the SCP plan in the future.						
<b>B. Partners work together to prevent, reduce and respond to ASB, Criminal Damage and enviro-crime</b>	3. Development and delivery of Partnership ASB Minimum service standards – accompanied by public awareness campaign and improved monitoring of service responses/ performance and partnership training of front-line employees.	SCC Co-ordinating  Police	DMG's	Clear published service standards; encourage reporting; clarify responses and support enforcement	Approved published and delivered standards	Roll-out April/ May 2010	✓
	4. Partners improve responses to Victims of ASB and monitor/ evaluate success	SCC	DMG's	Extension of MARAC to ASB cases; Agreed Partnership responses focused on identification and improved collective risk assessment and management of serious, persistent and vulnerable cases. Roll out of new victims Champion project	Process operating	April/ May 2010	✓
	5. Continue delivery of joint initiatives/ operations to tackle ASB and enviro-	Police SCC HFRS	DMG's	Evidence of pro-active measures taken to tackle ASB, Criminal Damage, Arson and enviro-crime in target areas	Reduction in Criminal Damage, Arson and ASB	On-going	✓

	crime e.g. CREW's, Special Operations (such as Bonfire/ Halloween and Summer ASB Operations). Focus to include tackling 'drunk and rowdy behaviour'.						
	6. Continue to increase Community Payback hours to the Community and raise profile of CP	SCC Probation	DMG's	Target no of hours of CP in the City, increase visibility and profile	Min 10,000 hours PA	On-going	✓
<b>C. Partners work to reduce Arson</b>	7. Tommy Carr – any specific actions	HFRS					

**Safe City Partnership Priority 3: To increase the public perception of Southampton as a Safe City**

**3. PURPOSE:** To close the gap between public perceptions of Safety in Southampton and the actual reality

**INCREASING POSITIVE PUBLIC PERCEPTION OF SAFETY IN SOUTHAMPTON: INCREASING PUBLIC CONFIDENCE**

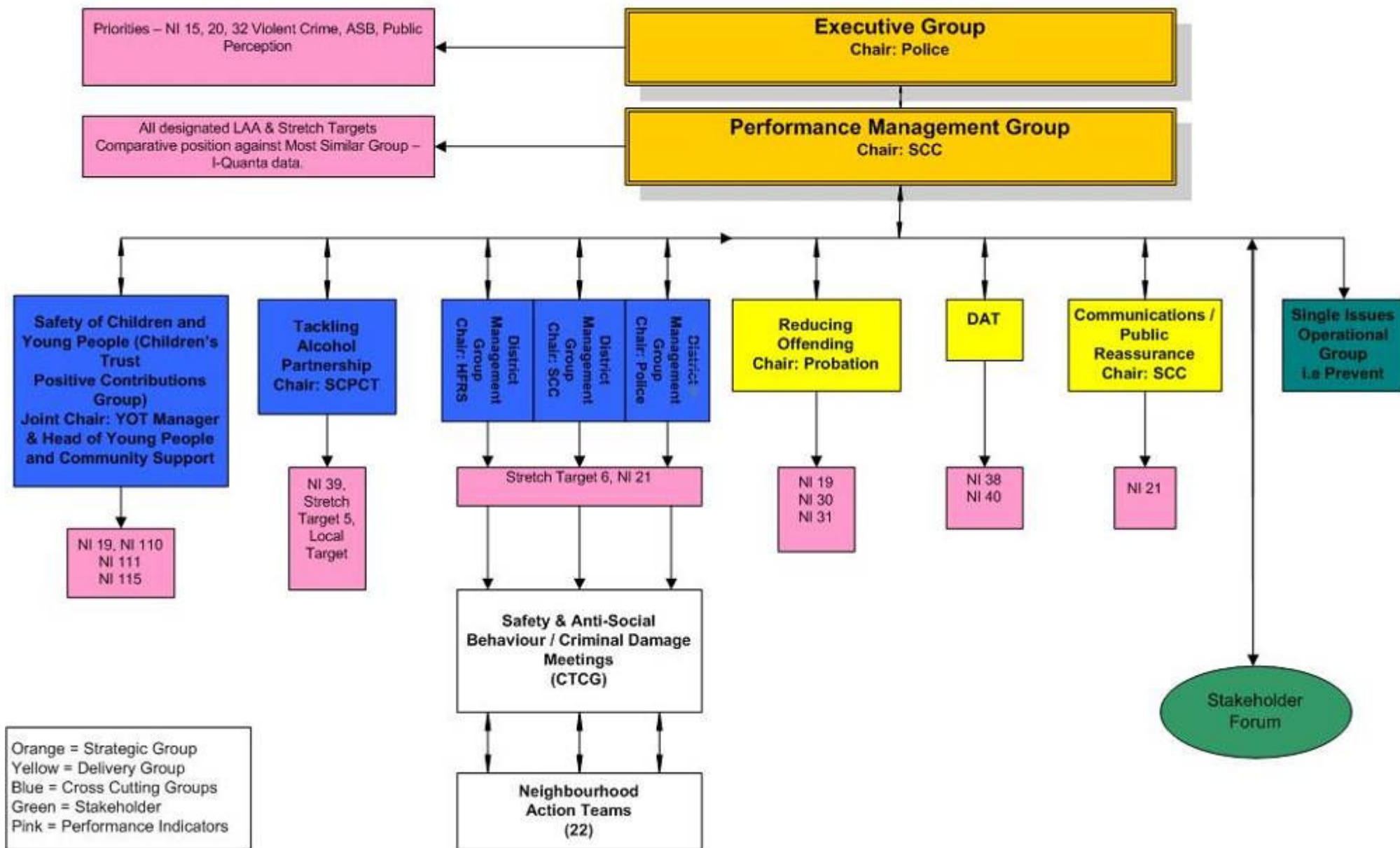
Objective	Key Actions	Owner/ Lead Agency	Responsible SCP Group	Outcome	Measure	Timing	Resource
<b>A. To increase public confidence</b>	1. Deliver a 'Public Reassurance' campaign, with 3 key strands: a) You Said, We Did' – direct	SCC	C + CE Group	Significant increase in Public Reassurance activities and	NI 21	Jan – September Peak over summer	✓

<b>and perception of the Council, Police (and partners) tackling Crime and ASB.</b>	feedback to residents about actions taken in their street/ area to tackle Crime and ASB.  b) Tackling Alcohol – focus on campaigns linked to reducing crime in the night time economy.  c) Positive messages – promotion of SCP success and key messages about Crime and ASB reduction and improved safety in the City.			messages using a range of methods and media leading to improved Place Survey. (Measures Public Perception in 2010).			
	2. Improved intelligence and information flows within SCP and stakeholders, includes established internal communications and deliver neighbourhood management system to collate and analyse partner data and inputs at neighbourhood level.	SCC Police	C + CE Group	Internal communications within SCP and stakeholder established and delivered on a regular basis. Leads to better informed workforce across agencies and intelligence led responses at neighbourhood level.	NI 21 other perception targets	April 2010 – on-going	✓
<b>B. To increase community engagement in crime reduction and safety initiatives</b>	3. Continue to support and expand neighbourhood watch in the City	SCC Police	C + CE Group	Increase Neighbourhood Watches by 25% in 2010/11	Pro-actively promote and support Neighbourhood Watch		✓
	4. Continue to support and expand other volunteering and public engagement activities e.g. through CREW, 'Not in	SCC Police	C + CE Group	Increase in number of residents engaged in local activities; increase positive	NI 21 and other perception indicators		✓

	My Neighbourhood' events, Community Crime Fighters, Special Constables, Junior PCSO's and Wardens. As well as through regular consultation activities and 'have your say' opportunities such as voting for Community Payback activities			perception of SCP actions; reduced fear of Crime			
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APPENDIX 1

Safe City Partnership Structure Chart



## Appendix 2

### RESOURCE PLAN 2010 - 11

#### **PURPOSE: General Actions**

This plan identifies funding sources for delivering the SCP Action Plan.

Key Action	Lead Agency	Within Existing Resource	Partner Contributions	Est. new costs	Funding Source 2010/11	Comments
1. Establish Integrated Offender Management.	Probation	Pilot and core functions	Probation Police DIP	Still to be determined beyond core function	-	Part of the project is identifying scope and related funding.
2. Continue to implement improved alcohol pathways initiative.	SCPCT	SCPCT funding for pilot.				
3. Pro-actively reduce dwelling burglaries.	Police	Police	Officer time SCC; Safer Students Forum members, DAT			
<b>MANAGEMENT OF THE PARTNERSHIP</b>						
1. To introduce the number of performance indicators for which the SCP is accountable	SCC					
2. Improve the annual Strategic Assessment – particularly increasing the quality and in-put of non-police Data	SCC Police					

Key Action	Lead Agency	Within Existing Resource	Partner Contributions	Est. new costs	Funding Source 2010/11	Comments
3. Partners have collective approach to problem-solving and evidence good practise in application. Clear links between shared data analysis and problem solving	SCC					
4. Training and Development	SCC					
5. Annual Review of governance structure to include links to violent crime operational groups has clear escalation routes to the SCP.	Police					
<b>REDUCING VIOLENT CRIME: PERFORMANCE &amp; GOVERNANCE</b>						
1. Crime problem profile annually.	Police SCC	Partnership & Police Analyst				
2. Undertake a mapping exercise of both membership and focus of existing strategic and tactical 'violence' groups	SCC Probation	Officer time				
3. Continue to place 'Violent Crime' as a standing item on PMG and Exec agendas	Chair of Executive Group and Chair of PMG	Officer time				
4. Stakeholder marketing exercise	SCC, PMG	Focus groups within existing resources.				
<b>NIGHT TIME ECONOMY</b>						
1. Achieve Stretch Target 5 (reducing Assaults presenting to Hospital)	Police SCC	Delivery of NTE initiatives especially ICE	Ambulance SCC voluntary sector	See specific projects below		Substantial reward circa £500



Key Action	Lead Agency	Within Existing Resource	Partner Contributions	Est. new costs	Funding Source 2010/11	Comments
Emergency Department) and seek to invest part of the subsequent reward into reducing crime in the Night Time Economy						attached to stretch that ends in July 2010
2. SCP supports delivery of recommendations arising from the Scrutiny Inquiry into the NTE.	SCC	T.B.A.	T.B.A.	T.B.A.		Subject to agreed recommendations
3. Media and communications campaign.	SCC Police Ambulance Health		SCC – Licensing, Safer Comms; Comms Team; Police, Partnership funds	£15,000	£5,000 Home Office £5,000 SCP £5,000 Partners	
4. Partnership delivery of the Yellow Card Scheme.	Police and NTE Manager SCC			£3,000	Police	
5. Refresher training/ briefings for partner agencies in the widest use of enforcement powers.	Police SCC Licensing Team	Officer time	Police SCC			
6. Deliver Covaid pilot	Probation			£10,000	SCP one-off funding	Carry forward for pilot only
7. Robust and joint approach to problem premises (and areas);	Police; SCC Licensing Team	Officer time	SCC; Police; NTE Manager	Potential capital for licensing Link radios	SCP Capital (SSCF) funding	T.B.A. in allocation for 2010/11
8. Continue to support and expand street pastors	Voluntary sector project (Ascensio	Additional Partnership funding for Street Pastors awarded from SSCF for 2010/11		£25,000	SSCF	1 year funding from SCP; Core

Key Action	Lead Agency	Within Existing Resource	Partner Contributions	Est. new costs	Funding Source 2010/11	Comments
	n Trust)					project self-funding
9. Deliver and expand the ICE bus (welfare and medical triage) project	SCC and South Central Ambulance service	Ambulance – time during operations; SCC Safer Communities team – co-ordination & supervision		£8,000	Home Office; Police; SCC; Volunteers support	Funding agreed for 2010/11
10. Improve information sharing.	Police/NTE Manager	Officer time	Police; NTE Manager; Licensing; SCC – Safer Communications Team; Street Pastors			
11. Continue support for taxi ranks and taxi marshals	SCC - Licensing			On-going costs	Partnership; Licensing; Trade contributions Home Office £3,000	
12. Continue support for NTE Manager (new post in 2010) and ensure delivery of agreed actions including links to this Action Plan.	SCC/Police	Officer time – co-ordination and management; joint actions etc	SCC; Police; Streets Ahead	£40,000	SCC Cross service review & Licensing £20,000; Police £5,000 Partnership £5,000 Trade contributions and external funds £10,000	
13. Selective Road closure	SCC/Police			T.B.A.	To be identified	Further road closure require evidence and

Key Action	Lead Agency	Within Existing Resource	Partner Contributions	Est. new costs	Funding Source 2010/11	Comments
						partner contributions to costs
14. Review and maximise CCTV to support NTE developments and new initiatives	SCC	Review – most actions within existing service area	SCC			Any new developments to be agreed
15. Evidence of consideration of S.17 of Crime and Disorder Act (crime impact assessments) and ‘design out crime’ considerations as parts of new developments in the City Centre	SCC	S.17 assessment officer time Design – out crime elements integrated into major development schemes	SCC			
16. Pilot use of spot light in hot spot/location at closing time to encourage rapid dispersal and other dispersal strategies	NTE Manager	Small costs for pilot; Any on-going costs to be identified	Police	£500	Police	
17. Consider establishing public toilet facilities in the NTE area to reduce risk to safety and ASB	SCC	Possibly consider problem solving analysis regarding safety & public WC’s to further evidence need	Analysis SCC/Police	T.B.A.	T.B.A.	This is not yet costed & resources not identified
18. Maximise signage and messages e.g. bigger signs about DPPO, use of matrix messaging	SCC/Police	Using existing equipment	SCC & Private sector			
19. Develop better ways of consulting NTE – users and gathering intelligence to shape responses	SCC	Snapshot survey public feedback as part of public campaigns in City Centre	SCC; SCPCT; Police; Comms Group	Marketing exercise one-off £10,000	Home Office PSP review carry forward	

Key Action	Lead Agency	Within Existing Resource	Partner Contributions	Est. new costs	Funding Source 2010/11	Comments
<b>DOMESTIC VIOLENCE</b>						
1. Improve Partnerships responses to medium and standard risk DV cases.	SCC	Review within existing resources; implementing recommendations T.B.A.	SDVF members	Considerable additional investment or re-shaping	T.B.A.	A business case for 'Invest to Save' on this issue to be presented to SP Delivery Board in June 2010
2. Deliver recommendations arising from the scrutiny inquiry into DV (Jan/Feb 2010)	SCC	Most to be within existing resources	SDVF members	T.B.A.	T.B.A.	Findings of scrutiny not yet agreed
3. Develop and deliver SDVF strategy (3 year strategy)	SCC	Most within existing resources. Others subject to 19 & 20 above and securing external funding	SDVF members	T.B.A.	External funds to be secured	
4. Ensure robust joint responses between key agencies for children and young people living in violent homes.	SCC/ Police	Re-shaping existing processes and joint working arrangements	SCC; Police; SCPCT			
5. Seek to increase capacity and reduce risk thresholds to enable MARAC/IDVA support to more high/medium risk victims	SCC/ Police	Process changes plus potential additional costs subject to any identified funding	SCC; Police; SCPCT; SSCF		No extra funding identified	
6. Develop and deliver training as part of workforce development across all key agencies	SCC/ Police/ Health	To be picked – up through agency training & development budgets	SDVF and all relevant partners			
7. Undertake focus groups	SCC	SDVF Members & Lead	SCC; Womens			

Key Action	Lead Agency	Within Existing Resource	Partner Contributions	Est. new costs	Funding Source 2010/11	Comments
of DV survivors on an annual basis to feed into SCP strategic assessment		focus groups	Aid; Police other SDVF partners			
8. Partners work together to build on current developments to respond to so-called honour based violence	Police/ Health	Process & awareness changes within current service delivery	Police; SCPCT; Voluntary Sector; SDVF			
<b>VIOLENCE INVOLVING YOUNG PEOPLE</b>						
1. Deliver all elements of the Youth crime Action Plan.	Children's Trust			£750,000	DCSF	Final year of funding
2. Continue and strengthen Safer Schools Partnerships	Police			£60,000	Childrens Trust; Police; SCP	Funding deficit of £x
3. Continue to commission and deliver positive activities for Young People	Children's Trust	Within positive Activities Fund		Circa £1M	Existing budget	New tender and commissioning arrangements in place
4. Implement Year 3 of Think family, plus deliver actions by Family Intervention Project; Parenting Experts and other parenting resources	SCC SCPCT		SCC; SCPCT; Children's Trust	Think Family; FIP; Parenting Experts PEIPs total £786,000	DCSF	Final year of funding
5. Deliver year 3 of the 'Challenge and Support' project – targeting early intervention of young people at risk of ASB.	SCC		SCC	£75,000	DCSF	Final year of funding
6. Seek to continue and expand delivery of	SCC			TBA	SCC grants; External	Significant funds deficit

Key Action	Lead Agency	Within Existing Resource	Partner Contributions	Est. new costs	Funding Source 2010/11	Comments
Domestic Violence focused work in schools and to support children and young people who are or have experienced violence in the home e.g. SAFE! (schools project); NSPCC Group Support Sessions; Women's Aid outreach	Delivery Volunteering sector				grants eg. Children in Need	projected part of action is to identify potential new funding sources
7. Reduce NEETS; improve school attendance	Children's Trust	Part of mainstream activity	SCC; SCPCT			
8. Seek to increase awareness of parents, children and young people of the harms and risks caused by alcohol through targeted campaigns and initiatives	SCPCT SCC Police			£3,000	SCP Communications budget & partner Contributions; Home Office	
9. Continue to deliver targeted programmes aimed at identifying and working with young offenders – includes; Catch 22 Intensive Intervention Programme – IIP; YOT services	YOT	Part of mainstream YOT provision Catch 22 & IIP – external funding	YOT; Children's Trust; SCC; Police; Probation		-	
10. Continue to increase test purchase and Proxy Sales	SCC Trading Standards	Part of mainstream provision	SCC; Police			
11. Implement reparation activities to enable young people to repair harm and	YOT	Part of mainstream YOT budget				

Key Action	Lead Agency	Within Existing Resource	Partner Contributions	Est. new costs	Funding Source 2010/11	Comments
to benefit the community						
12. Deliver extended Tackling Knife Crime Programme; continue education and awareness programmes	Police				Subject to funding form Home Office	
13. Deliver the young victims of Crime programme – increase partnership awareness and support for young victims	Victim Support SCC			£65,000	Justice Seen Justice Done (£40K); Home Office (£15k); )SSCF (£25K)	
<b>OTHER ACTIONS</b>						
A. Vanessa to give a couple of key actions						
B. Vanessa to give a couple of key actions						
Maria  C. Any MAPPA issues but also risk identification at lower levels – does it link to IOM or other actions you want to put in place?						
D. Continue to resource and support ISVA – Independent Sexual Violence.				£30,000	SSCF	
E. Cross- reference with Domestic Abuse Section –						

Key Action	Lead Agency	Within Existing Resource	Partner Contributions	Est. new costs	Funding Source 2010/11	Comments
improved Partnership Joint Actions linking CYP and Domestic Violence						
Safety of children on the internet						
F. Tackling Drugs						
<b>REDUCING CRIMINAL DAMAGE, ARSON &amp; ASB</b>						
1. Achieve Stretch Target 5 (reducing Criminal Damage and Arson)	HFRS Police	Special operations & on-going targeted service delivery	HFRS Police SCC Vol sector			
2. Develop proposals for potential investment of some of the reward into this area of the SCP plan in the future.	SCC	No cost	HFRS Police Vol. sector			
3. Delivery of Partnership ASB Minimum service standards – accompanied by public awareness campaign	SCC Co-ordinating Police	Part of Public reassurance campaign		£54,000 to April 2010 for set up costs	Home Office	Set-up costs met in 2009/10 delivery within existing budgets
4. Partners improve responses to Victims of ASB	SCC			£40,000	Home Office; Justice Seen Justice Done & SSCF	
5. Continue delivery of joint initiatives/ operations to tackle ASB and enviro-crime	Police SCC HFRS	Within budgets eg CREW - £10,000				
6. Continue to increase Community Payback hours	SCC Probation	'Justice Seen Justice Done' programme	Probation			



Key Action	Lead Agency	Within Existing Resource	Partner Contributions	Est. new costs	Funding Source 2010/11	Comments
to the Community and raise profile of CP						
7. Tommy Carr – any specific actions	HFRS					
<b>PUBLIC REASSURANCE</b>						
1. Deliver a 'Public Reassurance' campaign, with 3 key strands: a) You Said, We Did' – direct feedback to residents about actions taken in their street/ area to tackle Crime and ASB.  b) Tackling Alcohol – focus on campaigns linked to reducing crime in the night time economy.  c) Positive messages – promotion of SCP success and key messages about Crime and ASB reduction and improved safety in the City.	SCC  SCC; SCPCT; Police  SCC; Police	See NTE section	SCC; Police; HFRS; Other partners	Est. £20,000	SCC – Public Reassurance Communications budget; SCP Partnership funding £10k; Police Comms - TBA,	
2. Improved intelligence and information flows	SCC Police	Safety Net and improved use of intelligence/analysis. System in place	SCC; Police			
3. Continue to support and expand neighbourhood	SCC Police	Within existing budgets	SCC; Police			

Key Action	Lead Agency	Within Existing Resource	Partner Contributions	Est. new costs	Funding Source 2010/11	Comments
watch in the City						
4. Continue to support and expand other volunteering and public engagement activities e.g. through CREW,	SCC Police	As above	SCC; Police; HFKS; Others?			
5. Not in My Neighbourhood' events, Community Crime Fighters, Special Constables, Junior PCSO's and Wardens	SCC Police			£3,000	SCP Comms funding	

## Appendix 3

### Key Performance Indicators and Targets 2010 – 11

	Indicator					Lead Officer/ Agency
1.	<i>* NI 15 Serious violent crime rate</i>					Supt. Matthew Greening Police
2.	<i>NI 17 Perceptions of ASB in the local area</i>					Linda Haitana
3.	<i>* NI 19 Rate of proven re-offending by young offenders</i>					Wessex YOT Steve Crocker
4.	<i>* NI20 Assault with less injury crime rate</i>					Supt. Matthew Greening Police
5.	<i>NI 21 Dealing with local concerns about anti-social behaviour and crime by the local council and police</i>					Supt. Matthew Greening Police
6.	<i>NI 30 Re-offending rate of prolific and priority offenders</i>					Hampshire Probation Area – Joinge Svendson
7.	<i>* NI 32 Repeat incidents of domestic violence</i>					SCC Linda Haitana
8.	<i>* NI 38 Drug-related (Class A) offending rate</i>					Hampshire Probation Area – Joinge Svendson
9.	<i>NI 39 Alcohol-harm related hospital admission rates</i>					SCPCT – Amy Hobson
10.	<i>NI 40 Drug users in effective treatment</i>					DAT Judith Morrison
11.	<i>* NI 110 Young people's participation in positive activities</i>					SCC Alison Alexander
12.	<i>* NI 111 First time entrants to the Youth Justice System aged 10 – 17</i>					Wessex YOT Steve Crocker
13.	<i>* NI 115 Substance misuse by young people</i>					SCC Alison Alexander

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## ITEM NO:17

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	DISPOSAL OF LAND AT THORNHILL TO ENABLE REDEVELOPMENT FOR AFFORDABLE HOUSING		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR RESOURCES AND WORKFORCE PLANNING		
<b>AUTHOR:</b>	Name:	Ali Mew	Tel: 023 8083 3425
	E-mail:	Ali.mew@southampton.gov.uk	

### STATEMENT OF CONFIDENTIALITY

None

### SUMMARY

Thornhill Plus You (TPY) has secured through the NDC programme two sites suitable for residential development. St Colmans Church was purchased by the Council in 2004 and is held on behalf of TPY until such times as they are a legal entity. The freehold of the Swallows Public House, Hinkler Road was purchased from the Council in 2008. This asset is held on trust on behalf of TPY by Southampton and Fareham Chamber of Commerce.

Both sites were offered for tender by TPY to the Council's Housing Association partners. First Wessex Housing has been selected as the successful bidder. This report seeks authority to dispose of these sites to First Wessex Housing Association.

### RECOMMENDATIONS:

Subject to TPY receiving approval from the Department of Communities and Local Government (CLG):

- (i) To approve the terms of disposal to, and receipt of overall consideration from, First Wessex Housing Association as set out in this report.
- (ii) To delegate authority to the Assistant Chief Executive (Economic Development and Regeneration) to enter into all such documentation and carry out all related action to give effect to these disposals, including any renegotiation of the capital receipts.
- (iii) To approve the portion of the capital receipt due to the Council being retained by Plus You Ltd as part of the NDC succession strategy.

### REASONS FOR REPORT RECOMMENDATIONS

1. Disposal of these sites will provide much needed additional family homes
2. This project forms part of the TPY succession strategy and successive TPY Delivery Plans as already approved by the Council.

## **CONSULTATION**

3. The project forms part of the TPY succession strategy which has been subject to a wide public and agency consultation. This strategy is discussed elsewhere on this Cabinet agenda.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

4. No alternatives have been considered. Previous Cabinet authorisation has been obtained to acquire these sites for the purposes of residential development.

## **DETAIL**

5. A competitive tendering exercise was conducted on these sites in the Autumn of 2008, and First Wessex Housing was selected as the successful bidder. For the St Colman's site they propose a scheme of 31 Residential Units (14 flats). The site is approximately 0.38 hectares. The scheme for The Swallows is low density consisting of 3 two bedroom houses and 2 two bedroom bungalows on a 0.23 hectare site.
6. The prices agreed for these sites are £831,000 (£201,000 capital receipt to Plus You Limited, £17,831 capital receipt to SCC HRA, and the transfer of residential assets to PYL to the value of £612,169) and £249,000 (capital receipt) respectively. Plan V2777 (B) attached at Appendix 1 identifies the St Colman's site and includes land that did not originally form part of the St Colmans Church. The hatched area is land currently owned by the City Council within the Housing Revenue Account (HRA). This has been included to produce a better overall development.
7. There are a number of timing issues relating to this disposal. The current programme seeks an exchange of contracts with First Wessex in late March to enable a start on site at St Colman's in April. A planning application for the Swallows has been submitted, but yet to be approved. Planning consent has been granted for St Colman's.
8. Formal approval for the disposal of these grant funded sites is required from the Department of Communities and Local Government (CLG) and has become enmeshed with the consideration by CLG of the TPY Succession Plan. The timetable indicates that consideration of the Succession Plan will not be made until April/May 2010 – This may impact on the proposed 'start' date of April 2010 by First Wessex.
9. CLG have also been asked for confirmation that any receipts from the sale will not be returned to CLG. This is because the succession and financial guidance is unclear about the amount (£) of receipts (i.e. profit) that succession bodies can receive from the sale of assets purchased with grant.
10. The Council has legal title to the St Colman's site, and therefore needs to convey the land to First Wessex Housing Association. The site of the Swallows is not in the ownership of the Council, but as required by the "Transfer of delivery of the Thornhill Plus You New Deal for Communities (NDC) Programme to Plus You Limited" report to Cabinet of 16 February 2009 needs to be the subject of a report on the disposal of any property assets.

11. The disposal of St Colman's at a value of £831,000 will be subject to receiving a partial capital receipt of £201,000 payable to PYL and £17,831 payable to Southampton City Council (HRA) with the outstanding balance of £612,169 to be utilised by First Wessex to acquire residential properties.
12. PYL will receive £201,000 upon completion of the sale from First Wessex Housing Group Limited in April 2010. In May 2011 First Wessex will acquire residential units in the Hinkler Shopping Parade redevelopment to the value of the outstanding balance of £612,169. These residential units will be managed by First Wessex on behalf of PYL. The units will be rented out an intermediate rent (80% of market rent) to accord with PYL charitable objectives.
13. The enforcement of these contractual obligations will rest with PYL; not the Council.
14. The above proposals are subject to the approval of CLG.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

15. £201,000 of the sale proceeds for this transaction is to be passed to PYL as part of the succession strategy as previously approved by the Council. Part of the proceeds from the St Colman's site will be credited to the HRA and this will amount to £17,831. It has been agreed with Neighbourhoods Directorate that this will in turn contribute to a succession related project on Thornhill.
16. The outstanding balance to PYL of £612,169 will be received by PYL in the form of residential units at Hinkler Road Redevelopment.

### **Revenue**

17. There are no revenue implications for the Council.

### **Property**

18. Both sites are being sold for the most appropriate use. The site of the Swallows could provide more units, but it represents local need.

### **Other**

19. None

## **LEGAL IMPLICATIONS**

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

21. The site of St Colman's is being sold under section 123 Local Government Act 1972 and Housing Act 1957. The site at St Colman's is being sold at market value as the consideration being received will be initially a capital sum and subsequently the value of units acquired at Hinkler Road. TPY's independent Valuer is satisfied that Market Value is being met.

### **Other Legal Implications:**

22. The proposal is subject to approval by DCLG and should they approve it then it is reasonable for the Council, as Accountable Body, to be satisfied with the linked transactions

## **POLICY FRAMEWORK IMPLICATIONS**

23. The proposals contained within this report will contribute positively to meeting the priorities to develop balanced and sustainable communities including the provision of more affordable homes in the city, and preventing homelessness, as set out in the Housing Strategy 2007-11 and to secure the Medium Term Plan & Corporate Improvement Plan targets of 2,000 new affordable homes completed between 2007/2012

## **SUPPORTING DOCUMENTATION**

### **Appendices**

1.	Plans V2574 (B) & V 2577 (B)
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### **Documents In Members' Rooms**

1.	None
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### **Background Documents**

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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**Background documents available for inspection at:** N/A

**KEY DECISION?**                      Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bitterne
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**PROPERTY SERVICES**  
 SOUTHAMPTON CITY COUNCIL  
 OVERLINE HOUSE, BLECHYNDEN TERRACE,  
 SOUTHAMPTON, SO15 1GW.

SCALE(1:)  
 1000

DATE  
 15/10/09

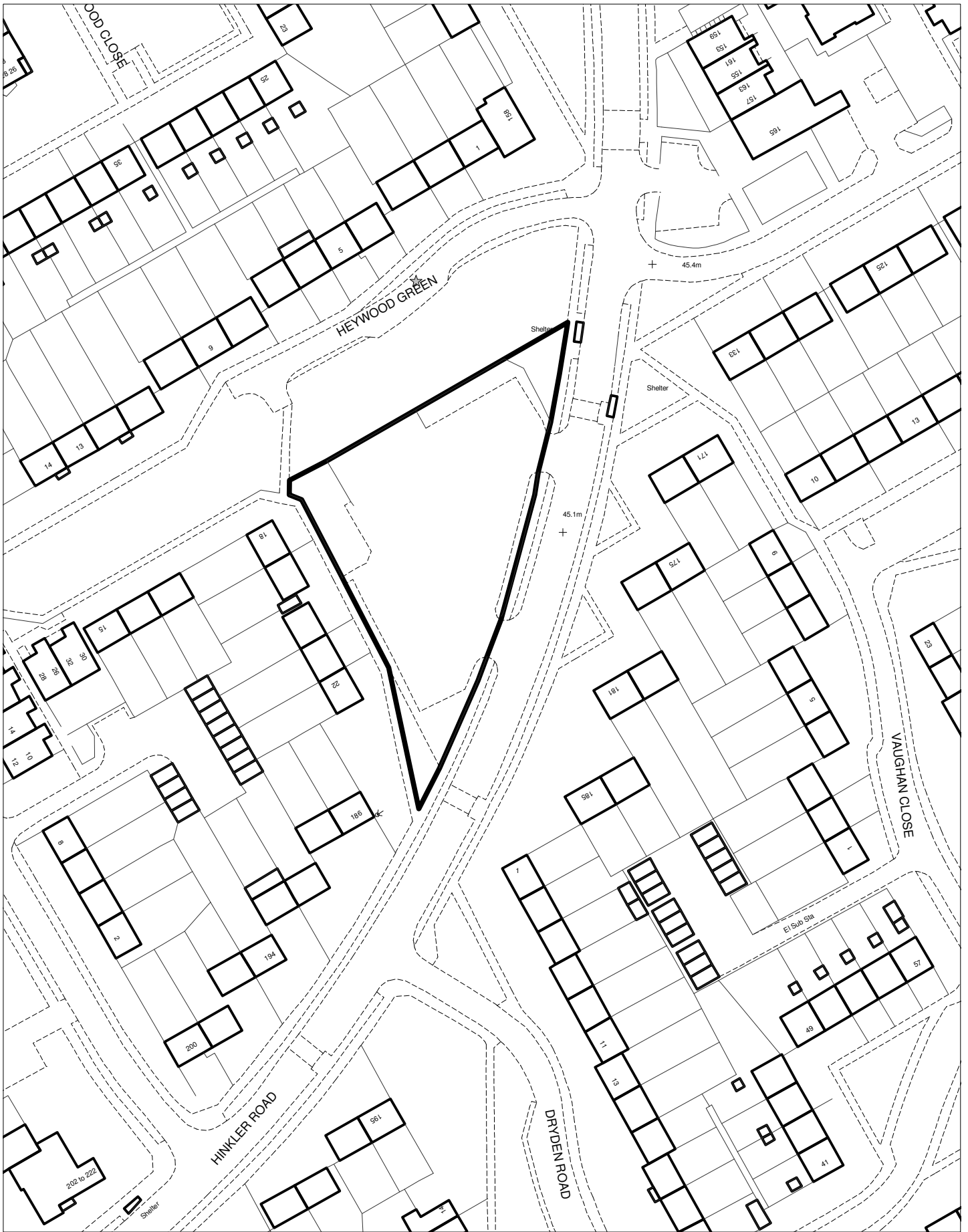
PLAN NO

V2577 (B)



Land at Warburton Road and 390 a+b Lydgate Road



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 <p><b>SOUTHAMPTON CITY COUNCIL</b></p>	<p><b>PROPERTY SERVICES</b>          SOUTHAMPTON CITY COUNCIL          OVERLINE HOUSE, BLECHYNDEN TERRACE,          SOUTHAMPTON, SO15 1GW.</p>	<p>SCALE(1:)          1000</p>	<p>DATE          15/10/09</p>
	<p>PLAN NO          V2574 (B)</p>	<p>Land at Hinkler Road          (Former Swallow Public House)</p>	

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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	THORNHILL PLUS YOU DELIVERY PLAN 2010/11		
<b>DATE OF DECISION:</b>	15 March 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR ECONOMIC DEVELOPMENT		
<b>AUTHOR:</b>	Name:	Dave Kellett	Tel: 023 8091 5415
	E-mail:	<a href="mailto:dkellett@thornhillplusyou.co.uk">dkellett@thornhillplusyou.co.uk</a>	

**STATEMENT OF CONFIDENTIALITY**

Not applicable.

**SUMMARY**

Like all New Deal for Communities (NDC) programmes, Thornhill Plus You (TPY) has to produce a yearly Delivery Plan. This sets out the priorities for the year, notes any change in direction, reports performance and details spending profiles. The Board approve the final document in March in order that it can be received by the Government Office. It is then agreed by them in consultation with the Department for Communities and Local Government. (CLG).

**RECOMMENDATIONS:**

Having had regard to the Council's Community Strategy:

- (i) As Accountable Body, to both note the Annual Delivery Plan 2010/11 and the implications for the Council.

**REASONS FOR REPORT RECOMMENDATIONS**

1. The City Council has legal responsibility for the programme.

**CONSULTATION**

2. The Boards of Thornhill Plus You, Plus You Limited and Plus You Enterprises, the residents of Thornhill, Hampshire Police, Southampton PCT, Southampton Voluntary Services, and relevant SCC divisions.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. There are no alternative options – the guidance from CLG is prescriptive.

**DETAIL**

4. Thornhill was awarded New Deal for Communities (NDC) funding of £48.7m in 2000, to be spent on a programme of physical and social regeneration over 10 years. The programme is now into its final year. The funds are paid to the Council in twelve monthly instalments on the basis of 12% due in April and 8% for each month thereafter. Claims for expenditure are received from Thornhill Plus You and paid by the Council as Accountable Body. The programme is discharged by the TPY team under the direction of the Partnership Director and TPY Board.

5. The Delivery Plan for 2010/11 is called “Sustaining the future for Thornhill” to reflect the aims of the Board with respect to succession and legacy as asked to do so by Government. The revised succession strategy is the subject of a separate report to Cabinet on 15 March 2010.
6. The priorities reflected in the Plan are:
  - Working with the Council on the redevelopment of Hinkler Parade to include a new community facility
  - The acquisition and refurbishment of Hightown Youth Centre
  - The building of new homes on St Coleman’s and The Swallows sites
  - Working with Eastpoint to redevelop a new state of the art training and conference centre
  - Improving play, recreation, walking and cycling opportunities across Thornhill
  - Improving youth provision
  - Improving the energy efficiency of Thornhill’s homes and reducing the number of people at risk of fuel poverty
  - Continuing to support local people into employment
  - The continued training of company directors for the future running of Plus You Limited
  - Working with the Friends of Hinkler Green to gain Green Flag status for the Green
  - Working with the Police and Safer City Partnership in addressing ASB
7. The specific TPY funded projects where the Council is the lead agency with the attendant responsibilities for delivery are :
  - Neighbourhood Wardens
  - Thornhill Health and Wellbeing Project
  - Better Neighbourhoods
  - Resident Involvement Officer
  - Better Homes (K, B & CAs)
  - Hinkler Green Skate Park
  - Deposit Loan to Itchen
  - Hightown Youth Centre Freehold
  - Hinkler Parade Redevelopment

**Financial/Resource Implications**

8. The Delivery Plan for the final year of the Programme has a total expenditure of £4,887,000 (Capital £3,785,000, Revenue £1,102,000).
9. The net expenditure where the Council is the lead agency as listed in paragraph 7 is £611,000 (Capital £497,000, Revenue £114,000).

**Property**

10. The Council will project manage the refurbishment of Hightown Youth Centre to include a pre-school nursery and the redevelopment of the Hinkler Parade.

**Other**

11. None.

## LEGAL IMPLICATIONS

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

12. S.2 of the Local Government Act 2000 and are considered to be for the economic, environmental and social benefit of the area.

### Other Legal Implications:

13. None.

## POLICY FRAMEWORK IMPLICATIONS

- 14.
- Community Strategy
  - City Performance Plan
  - Children and Young Persons' Plan
  - Early Years Development Plan
  - Economic Development Action Plan
  - Safe City Partnership Plan
  - Housing and HRA Plan
  - 14 – 19 Strategy
  - Medium Term Plan
  - Health and Well-being Strategic Plan

## SUPPORTING DOCUMENTATION

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

### Appendices

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

1.	Thornhill Delivery plan 2010/11
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### Background Documents

Title of Background Paper(s)

Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

**Background documents available for inspection at:** Members' Rooms

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bitterne
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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	APPROVAL OF REVISIONS TO THE THORNHILL PLUS YOU SUCCESSION STRATEGY AND TO ENDORSE THE 2010/11 DELIVERY PLAN		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR ECONOMIC DEVELOPMENT		
<b>AUTHOR:</b>	Name:	Dave Kellett	Tel: 023 8091 5415
	E-mail:	<a href="mailto:dkellett@thornhillplusyou.co.uk">dkellett@thornhillplusyou.co.uk</a>	

**STATEMENT OF CONFIDENTIALITY**

Not applicable.

**SUMMARY**

The Department for Communities and Local Government (CLG) requires that each NDC succession strategy is endorsed by the relevant local authority, as Accountable Body, before it is submitted to them via the respective Government Office for final approval. The succession strategy was originally endorsed by Cabinet on 28<sup>th</sup> September 2009, but has been amended. This report recommends endorsement of the revised Thornhill Plus You (TPY) Succession Strategy

**RECOMMENDATIONS:**

Having had regard to the Council's Community Strategy:

- (i) As Accountable Body, to endorse the Thornhill Plus You Succession Strategy set out in Appendix 1 to this report.
- (ii) To delegate authority to the Assistant Chief Executive (Economic Development and Regeneration) to approve future amendments.

**REASONS FOR REPORT RECOMMENDATIONS**

1. In order for the revised strategy to be re-submitted to CLG, it requires endorsement by the Council as Accountable Body.

**CONSULTATION**

2. The Boards of Thornhill Plus You, Plus You Limited and Plus You Enterprises, the residents of Thornhill, Hampshire Police, Southampton PCT, Southampton Voluntary Services, and relevant SCC divisions.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. There are no alternative options – the guidance from CLG is prescriptive.

**DETAIL**

4. TPY submitted the completed succession strategy to CLG at the end of October 2009. A complex and iterative assessment process then takes place with ministerial approval of each succession strategy by the end of April or May 2010. However, since submission, and for a number of reasons, amendments to the strategy have become necessary.

5. Cabinet had previously considered the succession arrangements for TPY in December 2007, February 2009. and September 2009. Briefly, Cabinet has endorsed the creation of Plus You Limited as successor body (a charitable company limited by guarantee) and Plus You Enterprises (a community interest company that will trade in order to create an income stream for Plus You Limited) to maintain the improvements bought about by the NDC programme.
6. On 28<sup>th</sup> September 2009 the Cabinet also approved TPY investment in the redevelopment of Hinkler Parade. This received Government Office approval in December 2009.
7. The sale of St Coleman's and The Swallows by TPY to First Wessex Housing Association is the subject of a separate report to Cabinet also on 15 March 2010. In summary, the proposals are:
  - (1) To sell the freehold of the Swallows for the full price of £249,000 to First Wessex in April.
  - (2) To sell the freehold of St Coleman's to First Wessex in April, but rather than to receive the full purchase price of £813,500, instead to receive an initial payment or deposit of £200,000 on exchange of contracts. The remainder of the purchase price will on completion of the building works in May 2011 be "converted" to the requisite number of units on the redeveloped Hinkler Parade. The value of these accounts for the difference of £613,500. These will be owned by PYL, and managed by First Wessex, and let at an "intermediate market rate". This is 80% of the market rental rate which will be more attractive to potential tenants, and satisfy the charitable objects of Plus You Limited.
  - (3) Therefore, the Hinkler Road transaction, though linked to that of St Coleman's is a third land transaction.
  - (4) These arrangements are subject to approval by CLG.
8. The proposal to fund the Subway outlet on Antelope Park was rejected by CLG, and therefore is no longer a main component of the succession strategy. Instead a commercial loan is being sought. If this is successful, it will need to be secured against a PYL asset or assets.
9. PYL will accrue income by means of:
  - The purchase of the freehold of Eastpoint and in return receive ground rent
  - Investment in the redevelopment of Hinkler Parade
  - The sale of two sites on Thornhill for housing (detailed in a separate report to Cabinet).
  - Gift aid from PYE generated from trading income.
10. The remaining key assumptions in the Succession Strategy with financial implications for PYL yet to be confirmed are:
  - That the Eastpoint arrangements with a ground rent to PYL are approved by CLG;

- That the receipt of £1,060,000 to PYL from the sale of the housing sites is approved by CLG and Cabinet. The proposal is to have £450,000 income and £610,000 in units for rental on the redeveloped Hinkler parade.

The remaining key financial assumption for PYE is that it will be possible to secure a commercial loan with respect to the Subway retail outlet on Antelope Park.

11. By a combination of the above income streams PYL will employ a small neighbourhood team to continue to engage the community to help themselves. The details of the above arrangements can be found in the TPY Succession Strategy and its appendices, copies of which are in the Members' Rooms.

## **FINANCIAL/RESOURCE IMPLICATIONS**

12. In order for the City Council (as accountable body) to endorse the succession strategy it must make an assessment as to whether or not the successor body will be financially independent in the future. The current proposals for income generation are based on two outstanding assumptions and the financial assessment is being made on the basis that these come to fruition. If these assumptions (the investment in Eastpoint and the sale of housing sites) prove to be wrong, it will be necessary to re-visit the succession strategy to consider alternative options for income generation.
13. The TPY Succession Strategy contains details about the following:
  - Investment in Eastpoint based on a purchase of property that will yield a rental income in future years
  - Investment in Hinkler Parade as part of the Council's estate regeneration programme.
  - Investment in Web in a Box (a business arm of PYE)
  - Sale of two existing sites in Thornhill for housing that will yield a receipt which can be used for reinvestment in the early years of the successor body (unlike local authorities the receipt for these sites can be used for revenue purposes).
  - Purchase of Hightown Youth Centre (approved by Cabinet in December 2009)
  - Creation of a small neighbourhood team
  - Operation of PYL as a Charitable Company and Plus You Enterprises (PYE) as its trading subsidiary
14. A further report will be brought to Cabinet regarding the transfer of assets from TPY or the Council to the Successor Organisation in line with the previously agreed policy.
15. Appendix 2 provides a summary of the Successor Bodies forecast cash flow over a ten year period. By 2018/19 the cumulative surplus is estimated to be £300,000.

16. This cashflow is based on certain assumptions as follows:
- Ground Rent per annum from 2012/13 is received by PYL from Eastpoint.
  - PYL receives income from the Hinkler Parade leases
  - PYL receives funding as a receipt from the sale of the Housing Sites
  - PYL receives property rental income from 2012/13
  - Web in a box produces a surplus from June 2010 onwards.
17. Sensitivity analysis has been applied to these assumptions giving a pessimistic position of a net cumulative profit of £243,000, at the end of year ten, compared to an optimistic forecast that yields a net cumulative profit of £510,000 at the end of year ten. Given the current position this is considered to be an acceptable range for the accountable body to endorse.
18. It is difficult to predict with any certainty the financial position of the new body, however in terms of risk, the timing and value of the sale of the housing sites is of particular importance as (assuming the option to purchase units on the redeveloped Hinkler parade is taken up) there will be approximately £450,000 for PYL in 2010/11, followed by a rental income dependent on the number of units purchased for successive years. This has been estimated at £22,000 per annum from 2012/13. During the initial 10 years the successor bodies will be developing the business with the aim of achieving at least a break-even position on income and expenditure.

### **Property**

19. The succession strategy assumes the sale of the freeholds of Hightown Youth Centre by the Council to PYL.
20. The strategy assumes the sale of St Coleman's and The Swallows by TPY to First Wessex Housing Association. These sales are the subject of a separate Cabinet report seeking specific approval for these disposals. Consultation has been undertaken in accordance with council procedures. In endorsing this Succession Strategy the Council reserves its position on the Council owned properties.

### **Other**

21. None.

### **LEGAL IMPLICATIONS**

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

22. Section 2 of the Local Government Act 2000 and are considered to be for the economic, environmental and social benefit of the area.

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

23. None.

**POLICY FRAMEWORK IMPLICATIONS**

- 24.
- Community Strategy
  - City Performance Plan
  - Children and Young Persons’ Plan
  - Early Years Development Plan
  - Economic Development Action Plan
  - Safe City Partnership Plan
  - Housing and HRA Plan
  - 14 – 19 Strategy
  - Medium Term Plan
  - Health and Well-being Strategic Plan

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members’ Rooms and can be accessed on-line**

**Appendices**

1.	Succession Strategy
2.	Financial Implications - Summary

**Documents In Members’ Rooms**

1.	None
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**Background Documents**

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.	CLG Programme Note 44 – Sustaining the benefits and improvements in NDC areas	Copies can be requested from the report author or CLG website.
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**Background documents available for inspection at:** Members’ Rooms

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bitterne
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# thornhill plus you succession strategy



December 2009

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# 1. Introduction

Set on the eastern periphery of Southampton, Thornhill was developed in the 1950's as a new council estate to relocate people away from the city centre, where housing was overcrowded and of poor quality. The architecture of Thornhill is typical of the time with a high proportion of flats, little parking (due to the low levels of car ownership at the time) and several small parades of shops (Hinkler Parade, Warburton Road and Thornhill Park Road). Changes in Southampton's employment landscape in the 1960's, including the decline of the docks and manufacturing, led to increasing unemployment; Thornhill eventually emerged as a peripheral estate with concentrated levels of social, economic and environmental deprivation.

Today, Thornhill has approximately 10,200 people living in 4,200 homes<sup>1</sup>. Just under half of Thornhill's residents rent from Southampton City Council and 43% of residents own their own homes. There is high proportion of people under 16 (22%), 59% are of working age and 17% are over 65<sup>2</sup>. The ethnicity of the area is predominantly white British (95%) with a small gypsy and traveller community. The 2008 MORI survey indicates a small increase (3%) in the population of 'other white background'.

## 1.1 NDC background

At the start of the New Deal for Communities programme in 2001, Thornhill had been in decline for many years. To tackle the deprivation in Thornhill, the NDC programme was developed around a number of overarching drivers of change, including:

- Improving the effectiveness of local services in Thornhill
- Creating an influential, inclusive and active community
- Supporting lifelong learning and improving residents' health
- Increasing the confidence and self-esteem of Thornhill residents and raising their aspirations

The original delivery plan, Stepping Out, identified the vision of the Thornhill NDC partnership as: *"Within 10 years, through the full and active involvement in community life, all people in Thornhill will be encouraged and supported to reach their full potential. There will be investment in young people which will enable everyone in the community to care, share and respect each other. Thornhill will be a fun and enjoyable place and where everyone will be proud to say they live"*.

In order to achieve this vision the NDC's activities were organised into six overarching theme areas, each supported by a set of specific outcomes.

The partnership rebranded as Thornhill Plus You (TPY) in 2005. The programme outcomes were realigned in 2006 to the Local Area Agreement (LAA) for Southampton, as TPY was identified as a key partner to achieve specific local outcomes. The original themes of the programme were incorporated into the revised structure of the four LAA blocks:

- Children and Young People
- Safer, Stronger Communities
- Healthier Communities and Older People
- Economic Development and Enterprise

The diagram overleaf shows **how the NDC themes are organised into the LAA blocks**.

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<sup>1</sup> Social Disadvantage Research Centre – population estimates for 2007

<sup>2</sup> MORI (Market and Opinion Research International) 2008 and Social Disadvantage Research Centre – population estimates for 2007

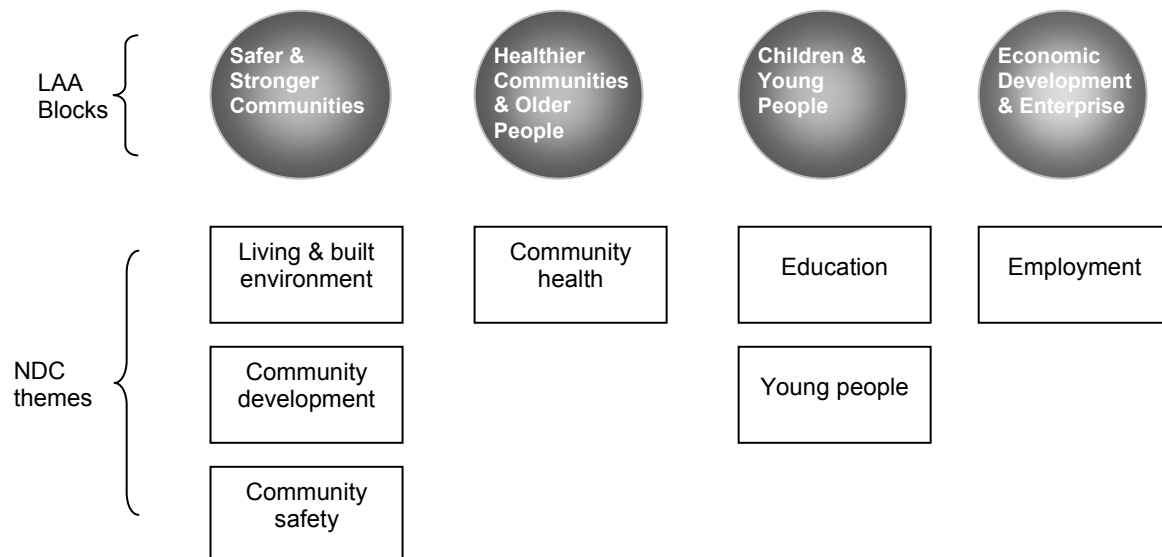


Figure 1. NDC Themes and LAA Blocks

**This strategy sets out how the improvements delivered by TPY will be sustained beyond 2011, how ongoing issues will be addressed and how the succession organisation, Plus You Ltd, will work with partner agencies to continue the regeneration of Thornhill.**

## 2. Past achievements and future priorities

### 2.1 Achievements

In May 2009, TPY commissioned a programme wide evaluation (Community Sense, 2009, Appendix A). **The evaluation highlighted that many of the multiple social, economic and environmental achievements in Thornhill are directly attributable to the financial and developmental support provided by TPY.** The partnership has successfully positioned itself as a major 'buyer' of tailored services, reducing internal resourcing costs and maximising expenditure on high quality provision and delivery in Thornhill. Below is a summary of TPY's key achievements according to the programme evaluation.

#### 2.1.1 Children and Young People

TPY has provided significant capital investment in the local primary schools to increase the level and quality of facilities available to pupils. TPY's long-term support of the Emotional Learning Support Assistants (ELSA's) scheme has helped significantly improve the attitude of primary school pupils to learning, leading to reduced exclusion rates. **Since the beginning of the programme the education attainments of Thornhill pupils have increased, with Key Stage 2 results now coming in above the City average.** A comparison with the baseline figures show that on average KS1 results have improved by 40% and KS2 results by 52%<sup>3</sup> (see Appendix B).

TPY has invested funding into the new Thornhill Sure Start Children's Centre. The new facility provides a vastly improved range of services to meet the needs of children, young people and families. **The NDC programme has been pivotal in enabling youth provision to deliver successful engagement and support services in the area, this includes preventative work on youth exclusion and support of young adults to achieve healthier and safer lifestyles.** The programme evaluation identified the following priorities for the future:

- Ensure youth provision supports education targets
- Improve the range of provision to address high unemployment and teenage pregnancy
- Build further strategic linkages with SCC youth and education services

<sup>3</sup> Calculated across English, Maths and Science for KS2 and Reading, Writing and Maths for KS1 between 2001 and 2007.

### 2.1.2 Safer and Stronger Communities

**TPY has delivered a successful programme of capital renewal, crime reduction and community development initiatives that have helped to define a new sense of local pride in Thornhill.** According to the programme evaluation survey residents identified the improvements to the local environment of Thornhill as being the most recognisable change to the area (over 70% of residents surveyed). The latest MORI survey indicated a 10% increase in resident satisfaction with Thornhill as a place to live<sup>4</sup> and a reduction in fear of crime<sup>5</sup>. Investment by TPY has enabled SCC's Better Homes Project to be substantially extended, exceeding the government Decent Homes standards<sup>6</sup>.

**Community development and community engagement have been at the centre of the TPY framework.** Residents have been encouraged to run community facilities such as The Natterbox Community Centre, a shop front location on Hinkler Parade, which accommodates a number of community groups and locally based services. A large number of grass-roots community groups, such as the Thornhill Senior Citizen's Club, Team Hightown Judo Club, Brambles Pre-School and Woolston Camera Club, have been given the opportunity to access resources through a community fund. Local groups have been supported in becoming constituted organisations by community development project officers; The Thornhill Community Association was supported to take over the management of The Natterbox and be in a position to manage other community facilities in the future. The number of local residents directly involved in decision making has also increased; through participatory budgeting alone, over 120 residents have taken the opportunity to have a direct say about how local budgets are spent.

**Extensive community consultation has been at the core of all capital projects, increasing long-term ownership of the initiatives.** A number of 'Friends of...' groups have been established, with residents actively involved in working to enhance their neighbourhood. This has helped with the reporting of anti-social behaviour and the maintenance of improvements.

The programme evaluation identified the following priorities for the future:

- Continue to develop the community capital in Thornhill
- Oversee a cohesive Neighbourhood Management strategy for Thornhill - to sustain environmental, economic and social benefits realised through TPY

### 2.1.3 Healthier Communities and Older People

The building of the Centre for Healthy Living, funded through the NDC programme, represents a major TPY achievement. The centre provides locality based health provision in Thornhill and increasing residents' access to a range of quality health services. **The development of the Centre for Healthy Living has also been instrumental in leveraging funding from Southampton City Primary Care Trust (PCT) to support local health and wellbeing initiatives up to 2015/16.** This PCT funding is overseen by Thornhill Community Health Group, a resident-led group which manages an innovative participatory budgeting scheme that has been recognised at a national level. The availability of a specific fund for health and wellbeing activities in Thornhill provides sustainability beyond the end of the NDC programme.

In 2008 the Open University chose Thornhill as a case study for its new course, K101: *An Introduction to Health and Social Care*. In the first year of the course approximately 2000 students were introduced to community health activities through the example of the TPY community health projects. The programme evaluation identified the following priorities for the future:

- Further support to the Thornhill Community Health Group

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<sup>4</sup> Satisfaction with the area from 65% in 2002 to 75% in 2008 (MORI)

<sup>5</sup> Residents feeling unsafe walking alone after dark from 56% in 2002 to 48% in 2008 (MORI)

<sup>6</sup> Thornhill residents living in Council rented accommodation were offered refurbishment of both their kitchen and bathroom, when the council standard was either one or the other. TPY funding also enabled rewiring within properties and the refurbishment of the communal spaces.

- Increase capacity of community groups to deliver local healthcare advice and support
- Improve project management to capture all tangible outcomes from healthcare partners

#### 2.1.4 Economic Development and Enterprise.

By developing strategic linkages between different initiatives **TPY has successfully ensured greater combined benefits to the local community; like in the case of securing employment of local people when negotiating with contractors over the delivery of large capital projects.**

The TPY Employment Gateway, managed by Working Links, has increased the number of local residents supported while looking for employment. The funding of a Skills Centre has helped deliver accredited vocational courses for young people. The Thornhill Credit Union offers an essential financial service to residents for whom mainstream financial services are out of reach and could be at risk of doorstep lenders. The programme evaluation identified the following priorities for the future:

- Increase management intervention in new projects requiring additional support
- Explore the need for further basic skills provision in Thornhill
- Support in-work progression and up-skilling opportunities

### **2.2 Future outcomes to be delivered in Thornhill**

An analysis of the changes in the programme outcomes baseline figures (see Appendix B) and the findings of the programme evaluation indicate that although improvements have been delivered across the four LAA blocks, there are still some outstanding issues. In Thornhill around 21% of residents have a life-limiting illness, 18% of adults have no formal qualifications<sup>7</sup> and the percentage of young people achieving GCSE A-C in English and Maths is lower than the City average. This in turn contributes to a high proportion of young people who are not in education, employment or training (NEET) and has a significant impact on teenage pregnancy. Finally, the unemployment rate (4.3% in 2008) is still higher than the Southampton average (2.2% in 2008). In order to address these outstanding issues and to ensure that the improvements delivered by the NDC programme will be maintained, the following future outcomes have been identified in consultation with the local community<sup>8</sup>:

<b>Children and Young People</b>	<ol style="list-style-type: none"> <li>1. Continuing to improve the health and wellbeing of children and young people in Thornhill</li> <li>2. Increasing young people's involvement in community activities and their participation in decision making</li> <li>3. Raising achievements and aspirations of children and young people in Thornhill</li> </ol>
<b>Safer and Stronger Communities</b>	<ol style="list-style-type: none"> <li>4. Decreasing crime and the fear of crime</li> <li>5. Enabling residents' participation in decision making and maintaining local inclusivity through consultation and engagement.</li> <li>6. Continuing to support local groups and the development of an active community</li> <li>7. Ensuring residents' satisfaction with their neighbourhood</li> </ol>
<b>Healthier Communities and Older People</b>	<ol style="list-style-type: none"> <li>8. Continuing to improve the health of Thornhill residents</li> <li>9. Promoting the health and independence of vulnerable people</li> </ol>
<b>Economic Development and Enterprise</b>	<ol style="list-style-type: none"> <li>10. Increasing economic activity in Thornhill</li> </ol>

*Table 1. Future outcomes for Thornhill*

<sup>7</sup> MORI 2008

<sup>8</sup> In June 2009, TPY held a community day for local activists and groups, to consult on succession plans.

### **3. How the community continues to be empowered and community leaders supported**

#### **3.1 Sustaining the regeneration of Thornhill**

In line with Government guidance, TPY has established a charitable company limited by guarantee, Plus You Limited (PYL), to continue the regeneration activities in Thornhill. A trading subsidiary, Plus You Enterprises (PYE), has been set up as a Community Interest Company to generate additional funds which will be available to PYL. Appendix J2 presents the purpose and objectives of PYL and PYE.

PYL's Board Members have agreed on a vision:

*'Plus You Limited will be a company for the people. Its primary aim will be to continue the regeneration in Thornhill by helping people to help themselves. To achieve this, it will value and listen to residents whilst building successful partnerships with service providers.'*

PYL and PYE are both governed by a Board of Directors/Trustees. **The PYL Board largely consists of TPY resident Board Members who have pledged to continue to support the regeneration in Thornhill.** A training needs assessment, carried out in 2007, identified additional skills and expertise residents felt were required to develop for succession. **A programme of training has since been established to ensure that the 12 directors on the board of PYL can lead the organisation into the future.** A number of agencies are also represented on the PYL Board including SCC Councillors, the Royal British Legion, St. Christopher's Church, Southampton and Fareham Chamber of Commerce and Eastpoint Centre. **An outline of the composition and skills sets of PYL and PYE Board Members can be found with in the Business Plans in Appendix K1 and K2.**

**The PYE Board comprises of the Chair and Deputy Chair of PYL and five other resident Directors, three of whom have extensive commercial expertise.** Like their PYL colleagues, the PYE Directors were appointed through an open selection and interview process. **This mix of social and commercial values stand the successor organisations in good stead; working together to mutually support community benefits underpinned by robust finances from commercial activity.**

**The current Hinkler Parade and Eastpoint Centre redevelopment projects, two major environmental improvement projects in Thornhill, are explicitly linked to the operational activities of PYL and PYE. These projects will provide funding, facilities/community space, employment and business opportunities** on which the organisations can capitalise on.

Governance arrangements which outline the relationship between the two companies and financial viability of the organisations are discussed in Section 5.

#### **3.2 Community engagement and empowerment**

**Thornhill residents continue to be the most important stakeholders in any renewal work in the area** and, throughout the programme, TPY has ensured that they have been:

- Thoroughly informed of decisions that have been made, the rationale behind them and how funding has been spent
- Consulted on decisions that affect them - enabling residents to exercise a real influence on how projects are shaped
- Integrated at every level of project planning, development, delivery and evaluation.
- Facilitated to participate in conversations with local groups, agencies, service providers and politicians about issues that affect their lives
- Supported to develop their skills and take on leadership positions within the local community and the wider city

**Over the next ten years, maintaining and developing an active and inclusive community that participates in making key decisions will be at the heart of how PYL operates.** The sections below describe how this will be taken forward by the successor organisation.

### **3.2.1 Neighbourhood Management**

The financial planning for succession allows funding for PYL to employ a small Neighbourhood Support Team (NST), which will continue community based activities such as Thornhill in Bloom, the Thornhill Community Awards and the Community Chest Fund.

**Through the continuing support of Southampton Voluntary Services<sup>9</sup> (see Appendix F3), the NST will work with the 140 active Thornhill community groups and residents to broker relationships with service providers.**

The NST, through the activities above, will operate as one of the facilitators to neighbourhood management in Thornhill. The conceptual diagram in Appendix C portrays how the overall Neighbourhood Management paradigm is to function in Thornhill and also in unison with the LAA themes.

**The strategic objectives of the LAA themes will be met by the activities of local partnership arrangements.** For example, the Thornhill Community Health Group (a group of residents and agency representatives addressing health and wellbeing issues) will work towards meeting some of the Healthier Communities and Older People outcomes; The Community Policing Panel (CPP) will set policing priorities for the neighbourhood as indicated by residents, meeting some of the Safer and Stronger Communities outcomes. **Partners will be responsible for monitoring the delivery of their activities (see section 3 for details of activities) and sharing this information with the NST and PYL Board.** The succession strategy will be refined by the NST based on emerging needs and the monitoring information received from the partners.

These local partnership arrangements, as well as the PYL Board, will feed into and will be steered by the community forum known as Thornhill Community Voices. **This forum will provide a platform for all community groups and local organisations to discuss community priorities** (see section 2.2.4). The NST will administrate the activities of the forum.

The arrangements between the NST, Thornhill Community Voices, residents and local service providers will ensure community governance is secured. **This will feed into the emerging Southampton Neighbourhood Management model by providing the Action Teams (proposed by the model) with a channel directly into the community who will in turn report into the East District Management meetings (see Appendix C).**

### **3.2.2 Thornhill Community Voices**

The TPY Community Inclusion and Development Group (CID) has been providing guidance on equality, access and community engagement in all aspects of the NDC's operations. In preparation for succession, CID has evolved into the Thornhill Community Voices steering group. **Thornhill Community Voices will operate as a platform for discussing and addressing community needs that are brought forward by community groups, local organisations and residents who feed into the group.** See Appendix D for the Community Voices' Terms of Reference and conceptual structural diagram. Thornhill Community Voices aims to:

- Promote the needs of the Thornhill community with regard to the LAA outcomes
- Encourage a sense of pride and community spirit
- Actively engage with PYL and partner agencies
- Offer support and networking opportunities and promote best practice for local residents and tenants associations, community associations and other community groups.

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<sup>9</sup> Thornhill Plus You has been an active member of Southampton Voluntary Services (SVS) for a number of years and have helped a number of local organisations access training and capacity building exercises delivered by SVS.

- Contribute evidence to the LSP Comprehensive Area Assessment (CAA) and public sector organisational assessment of community empowerment and engagement activity

In conjunction with Thornhill today and the community website (see below), Thornhill Community Voices now has a “facebook” page by which residents can interact with the forum.

### 3.2.3 Community Development

In order to provide evidence of and evaluate the community development work that projects do, TPY developed the Community Development Model in 2007, which was re-launched as the Community Development Health Check in 2009 (see Appendix E). This tool enables projects and agency partners to assess how the values of community development, based on the National Occupational Standards, are applied in their work and to develop an action plan as a result. The Community Development Health Check:

- **Raises awareness amongst projects and partner organisations of the values of community development work**
- Encourages projects and partner organisations to think creatively about how these values can be applied and integrated into their work
- **Provides evidence and recognition of the vast amount of unacknowledged community development work that is done in the local area**
- Provides a cross-agency picture of the strengths of community development in the area and identifies areas for improvement, and potentially additional resource needs
- Provides a platform for discussions between residents and providers about how services are delivered to them
- Enables continual improvement in the way services are delivered and develops models of best practice in community development and empowerment

**The Community Development Health Check will continue to provide a tool for PYL to use in collaboration with Thornhill Community Voices and organisations providing services to the neighbourhood and evidence for the Comprehensive Area Assessment (CAA).**

### 3.2.4 Community Chest

Established early in the programme, the Community Chest has awarded over 150 grants to over 80 separate small voluntary organisations, and has developed a pool of up to 40 volunteers who sit on grant-awarding panels. The Community Chest has:

- Encouraged local residents to organise and take action in applying for funding themselves
- **Enabled local groups to identify and respond to the needs of the community in the way they know will be most effective in the Thornhill context**
- Boosted the self-esteem and confidence of local groups by giving them responsibility for regeneration funding and ensuring that NDC grant has an immediate, tangible and valued impact on the ground
- **Built the capacity of local community groups to plan, manage and report on small projects through providing 1-1 support and have the confidence to apply for other small grants**
- Provided a route into community decision-making and leadership for residents through membership of Community Chest Panels
- Contributed to LAA National Indicators 4 and 7, which measure residents’ participation in local decision making and the growth of the third sector

To sustain and build on these outcomes, PYL will maintain the Community Chest.



### 3.2.5 Community Awards

The Thornhill Community Awards has become a flagship event in the annual Thornhill calendar. Local residents are invited to nominate their unsung heroes for a variety of awards; categories include the Citizen of the Year, Volunteer of the Year and Young Achiever of the Year. This creates an opportunity to boost volunteer confidence by publically acknowledging the achievements of local people, who make a positive difference to those around them. From 2008 the community awards were integrated with 'Thornhill's Got Talent', a showcase of local performance and talent. The benefits of the Community Awards for community engagement and empowerment include:

- Building the confidence and self-esteem of individuals in the community
- **Motivating residents to play an active part in the community**
- Establishing local role-models
- **Instilling a sense of pride in the local area**
- Providing a platform for Thornhill to be recognised and valued within the city

Through the support of PYL and continuing to secure sponsorship this key event will be sustained.

### 3.2.6 Thornhill in Bloom

Thornhill in Bloom, an annual gardening competition, **recognises that an increasing number of residents actively take pride in how their surroundings look**. Applications are invited from residents who enjoy looking after their communal space or individual gardens. The categories allow anyone to enter regardless of whether they have a huge garden, small balcony or just a potted plant.

Thornhill in Bloom is a project with benefits beyond just taking part. This activity builds pride in the area and will continue with the support of PYL.

### 3.2.7 Participatory budgeting and the Community Health Group

For the past two years, **the Thornhill Community Health Group has piloted participatory budgeting (PB) as a method of allocating the annual pot of funding available to it**. PB in Thornhill is resident-led; in 2008 the Community Health Group, which has a resident/agency ratio of 2:1, decided to open decision making to the wider community. The benefits of PB to Thornhill include:

- **Local residents have a real say in how local health projects are commissioned in the local area**
- Service providers are required to reconsider their relationship with the community and to what extent their proposed project reflects the needs of residents
- Enabling greater awareness of services that are available to the local community
- Participation in this democratic process has a positive impact on participants sense of wellbeing
- **Smaller local groups are supported to feel that the funding is available to them**

Over 120 voting residents have taken part so far in the participatory budgeting process; a 10-fold increase in resident participation and decision making for this fund<sup>10</sup>. **PB is a central element of the neighbourhood management model and will be continued via the Thornhill Community Health Group. The PCT and SCC support for the Community Health Group arrangements can be found as Appendix F6.**

## 3.3 Communication

Communication activity is a vital tool in regeneration. It enables a two way flow of information where knowledge and understanding is shared in a mutually beneficial manner. Residents

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<sup>10</sup> Before 2008, the Community Health Group would decide what to fund at a committee meeting with up to 6 residents.

have been informed, encouraged to participate in and feedback on the activities happening in Thornhill through appropriate and accessible channels of communication.

Community consultation has been a hugely successful means of engaging with residents in Thornhill, as highlighted in the programme evaluation. However, the programme has had to develop other tools of communication to engage with those who cannot be reached through consultation. This has been achieved through the TPY website and the quarterly community magazine 'thornhill today'.

### **3.3.1 'thornhill today'**

'thornhill today' has been produced by TPY for the last five years. It is delivered to every property on the estate and informs residents of all the latest news from the NDC programme, delivery partners and projects, as well as promoting upcoming events and entertaining readers with features and regular pieces from residents.

Residents have indicated that they would like to see the magazine continue after the NDC programme ends. In light of this, plans are in place to secure the future of the publication when NDC funding is no longer available.

The magazine is being produced by an external marketing company which has also agreed to manage the content. The cost of production is being covered by revenue generated through the selling advertising space. However, to rely solely on securing enough advertising revenue to cover costs is proving difficult during the recession.

Options for the future include reducing the pagination of the magazine, seeking sponsorship, financial contributions from partners who regularly feature in the magazine or continued contributions from PYL. These arrangements will be revised during the remainder of the programme to ensure they fit with resources. **PYL and partners will continue to use the magazine as a key a channel of communication with residents.**

### **3.3.2 'Thornhill Community Website'**

The TPY website is an online source of information. It has been regularly updated with information on current projects, upcoming events and the latest news stories.

Its place is being taken by the Thornhill Community Website – [www.thornhillcommunity.co.uk](http://www.thornhillcommunity.co.uk). This has been developed by a TPY Board Member and is being promoted through 'thornhill today', the monthly e-bulletin, the TPY website and other channels. A project plan is being developed to encouraging residents to become their own editors of this site. **The site will allow visitors to post events and articles if they wish to – being fully interactive and in the ownership of the community.** This site will operate in conjunction with the Thornhill Community Voices "facebook" page.

## **4. Delivering the outcomes: the agreed split of responsibilities**

This section sets out how current and proposed activities will achieve strategic fit and will contribute to LAA outcomes and the Comprehensive Area Assessment (CAA), how the outcomes identified in section 1.3 will be met in Thornhill and how these outcomes will impact on the Governments' National Indicators (NI).

### **4.1 Children and Young People**

The NDC programme evaluation is clear that targets for primary school children are in the main being met. In time these should percolate through to GCSE attainment and beyond. However, GCSE attainment for young people from Thornhill is below the City and national averages, and the teenage pregnancy and NEET rates remain too high, which is also the case for the rest of the City. The succession arrangements are intended to work within the new strategic and operational context being adopted by the Council and its partners. At the same time the arrangements need to respond to the concerns voiced by local young people, their families, youth workers and the wider community. For example, there continues to be sporadic

and seasonally related anti-social behaviour by young people (often alcohol related). In the context of Thornhill and Southampton this is diminishing, however as is the case nationally there appears to be a fear of crime in relation to groups of young people that is disproportionate to the activity taking place. Tackling this perception and addressing the intergenerational gap is important.

#### **4.1.1 Outcomes**

<b>Primary outcome</b>	<b>Secondary outcomes</b>
<b>1. Continuing to improve the health and wellbeing of children and young people in Thornhill by:</b>	<ul style="list-style-type: none"> <li>a. Promoting healthier lifestyles for children and young people (NI 53, NI 57, NI 115)</li> <li>b. Supporting young people to develop healthy relationships (NI 112)</li> <li>c. Promoting emotional wellbeing (NI 50, NI 58)</li> <li>d. Supporting parents in accessing local services for families and improving parenting skills</li> </ul>
<b>2. Increase young people’s involvement in community activities and their participation in decision making by:</b>	<ul style="list-style-type: none"> <li>a. Increasing volunteering opportunities for young people (NI 110)</li> <li>b. Increasing young people’s participation in local groups</li> <li>c. Supporting vulnerable young people in Thornhill (NI 114, NI 117)</li> <li>d. Increasing young people’s ownership of local services and activities</li> <li>e. Ensuring a long-term approach/commitment and investment in youth work</li> </ul>
<b>3. Raise achievements and aspirations for children and young people in Thornhill by:</b>	<ul style="list-style-type: none"> <li>a. Improving pre-school provision in the area (NI 72)</li> <li>b. Maintaining primary school attainments of local schools (NI 76)</li> <li>c. Improving secondary school attainments (NI 78)</li> <li>d. Increasing work focused learning, training and employment opportunities for young people (NI 91, NI 117)</li> </ul>

*Table 2. Outcomes for the Children and Young People LAA block*

#### **4.1.2 Activities and responsibilities**

The section below outlines **how the outcomes will be achieved through the identification of the key partners, their agreed responsibilities** and the resources available:

##### **Key partners**

- SCC Children’s Services and Learning (primarily Young People and Community Support and Standards and School Improvement)
- Hampshire and Isle of Wight Youth Options (HYO)
- Hampshire Police Safer Neighbourhoods Team
- Plus You Limited
- Motiv8 Thornhill

##### **Activities to meet target outcomes**

Chamberlayne Park and Woodlands secondary schools are part of the ‘National Challenge’ programme to tackle the link between deprivation and low educational achievement. These two schools receive over 50% of all 11-16 year olds from Thornhill. This programme will be coordinated by the Standards and School Improvement division of SCC’s Children’s Services and Learning.

In addition the Standards and School Improvement division will establish the necessary links with the other secondary schools that Thornhill pupils attend, being:

- Oasis Academy, Mayfield
- Bitterne Park
- Sholing Technical College

A pupil monitoring panel consisting of SCC and PYL staff will look at Key Stage 4 data for Thornhill pupils. It will look for characteristics and base interventions around emerging patterns (e.g. certain groups underachieving) and support schools to target young people who don't attend. This will be coordinated by the SCC Standards and School Improvement division.

Work will take place with the primary schools in Thornhill to identify vulnerable young people in years 5 and 6, and target interventions to help them with the transition to Year 7. For example, the HYO 'Explore' project, which supports young people with the transition between primary and secondary school, is an existing project working in other areas of Southampton that could benefit Thornhill.

A Youth Coordination Group, a forum supported by HYO and Young People and Community Support at SCC, will enable young people from Thornhill to have a direct say over local services that affect them. The Youth Coordination Group will meet quarterly and will directly link into both the Council's east (of the city) organisational arrangements and Thornhill Community Voices.

A 'Community Mentoring' scheme, set up by HYO, will continue to train adults from the area to work with local young people and encouraging and support them to participate in the community as well as access local groups, employment or training.

The provision of open access youth services will continue. Thornhill Youth Club (TYC) is one of two youth centres in Thornhill and is operated by HYO. TYC is open four nights a week offering services to young people aged 8 -18 years old and day time work which will target young people who are not attending school in years 9, 10, and 11. TYC also provides a community facility for local groups. TYC will continue to provide young people with to access facilities as well as staff from other youth support organisations in Southampton, specifically targeting young people who are NEET.

Hightown Youth Centre (HYC) is the second youth centre in Thornhill. It provides three evening open access youth club sessions, day time targeted work for at risk young people, five-day-a-week term time inclusion satellite from Woodlands Community College, access to person advice interviews, drop in daytime sessions for NEET young people and access to positive activities on Friday and Saturday nights through a Sport Solent contract. Young people can also access the Duke of Edinburgh Award scheme and take part in decision making opportunities through Southampton City Youth Parliament. Youth Support workers also conduct outreach work in Thornhill to contact local NEET young people.

HYO will continue to support vulnerable young people through their early intervention/prevention project, IMPACT, which works with children aged 8 years old and upwards in Thornhill.

Southampton City Council is due to open a new adventure playground facility on the grounds of Thornhill Primary School in spring 2010, which will be open to the community and staffed by a team of playworkers tasked with developing play activities in the area.

Motiv8 Thornhill, a constituted community group, will continue to offer sport and cultural activities to young people in Thornhill throughout the year, for example Street Dance, Soccer Schools and theatre trips.

### **Resource Base**

As a result of inter-agency working in Thornhill, the following TPY funded activities have been mainstreamed:

- Emotional Literacy Support Assistants (ELSA's)

- IT and other physical improvements in the three primary schools
- A community room for family learning in each primary school
- Sure Start Children’s Centre
- Play spaces (Multi Use Games Area and other play areas)
- Thornhill School Breakfast Club

In addition, through negotiation with partners, HYO and SCC have committed to continue youth provision in Thornhill in line with local needs. Currently, HYO employ six full-time and two part-time staff. The actual cost of delivery for one year is approximately £138,000. While most of this funding has been provided by TPY, HYO are committed to Thornhill and will source funding to meet their costs through the Local Authority and alternative sources (see Appendix F1). SCC youth provision costs in Thornhill area estimated at around £80,000 per year, which includes staffing, HYC and adventure playground running costs. These costs will continue to be met by SCC. See also Appendix F7 for details of SCC commitments to supporting young people in Thornhill.

Activities and mainstreamed projects	Contributing to Outcomes	Linked to NI	Responsibilities /Agencies
<i>National challenge programme</i>	3c	78	SCC (SSI) ✓
<i>Liaise with other schools</i>	3c	78	SCC (SSI) ✓
<i>Establishing a pupil monitoring group</i>	3c	78	SCC (SSI), PYL ✓
<i>Transition to secondary school project</i>	2c, 3c	78, 114, 117	HYO Under negotiation
<i>Establishing a Youth Coordination Group/Youth Board</i>	2a, 2b, 2d, 2e	110	HYO, SCC (YPCS) Under negotiation
<i>Setting up a Community Mentoring scheme</i>	2a, 2b, 2c, 3d	110, 114, 117	HYO ✓
<i>Provision of open access youth services</i>	2a, 2b, 2d, 3d	110, 117	HYO, SCC (YPCS) ✓
<i>IMPACT</i>	1a, 1b, 1c, 2c	57, 112, 114, 115, 117	HYO ✓
<i>Adventure Playground</i>	1a	57	SCC (YPCS) ✓
<i>Motiv8 Thornhill</i>	1a, 2b, 2e	57	Motiv8 Thornhill ✓
<i>ELSA’s</i>	1b, 1c, 3b	50, 58, 76	Primary Schools ✓
<i>Sure Start Children’s Centre</i>	1a, 1d, 3a	53, 57, 72	SCC (Early Years) ✓
<i>Multi Use Games Area and play spaces</i>	1a	50, 57	SCC (Neighbourhood Services) ✓

Table 3. Summary of activities and agreed split of responsibilities

## 4.2 Safer and Stronger Communities

This block incorporates crime, community development and living and built environment activities. Over the past eight years, there has seen a substantial reduction in crime rates for Thornhill (see Appendix B). The main priority for the future is to maintain current levels of policing activity and continue reducing crime, ensuring that Thornhill remains one of the safest neighbourhoods in Southampton. TPY has successfully delivered a number of visual environmental improvements that have helped residents feel a sense of ownership of their surroundings. It is important that residents continue to be involved in making decisions about what happens in their local area. Secured By Design guidance has been followed in the design of TPY capital developments to assist in reducing the opportunity for crime and the fear of crime, creating a safer and more secure environment for the future.

### 4.2.1 Outcomes

Primary outcome	Secondary outcomes
<b>4. Decrease crime and fear of crime by:</b>	a. Continuing to reduce crime rates (NI 15, NI 17, NI 32) b. Continuing to tackle drug and alcohol consumption and anti-social behaviour (NI 17, NI 41) c. Increasing residents’ perception of safety in their local area (NI 21, NI 25) d. Continuing to improve the relationship between the Police and

	the local community (NI 24)
<b>5. Enable residents' participation in decision making by:</b>	<ul style="list-style-type: none"> <li>a. Supporting Thornhill Community Voices to be an active partner (NI 3, NI 4, NI 7)</li> <li>b. Increasing resident involvement in participatory budgeting (NI 3, NI 4, NI 7)</li> <li>c. Developing a Neighbourhood Management model (making sure the needs of the community are represented in decisions about local services)</li> </ul>
<b>6. Continue to support local groups and the development of an active community by:</b>	<ul style="list-style-type: none"> <li>a. Continuing to build the capacity of community/voluntary groups in the area</li> <li>b. Increasing resident participation in locally based activities/organisations (NI 3, NI 6)</li> <li>c. Ensuring effective communication between residents, local groups and service providers</li> </ul>
<b>7. Ensure residents satisfaction with their neighbourhood by:</b>	<ul style="list-style-type: none"> <li>a. Sustaining the improvements to the parks and open spaces in Thornhill (NI 2, NI 5)</li> <li>b. Promoting a way of working that is responsive to a neighbourhood's needs (NI 2, NI 5)</li> <li>c. Continuing to test new ways of working to address local needs</li> <li>d. Improving transport provision for local residents and groups</li> </ul>

*Table 4. Outcomes for the Safer and Stronger Communities LAA Block*

#### **4.2.2 Activities and responsibilities**

The section below outlines **how the outcomes will be achieved through the identification of the key partners, their agreed responsibilities** and the resources available:

##### **Key partners**

Hampshire Police Safer Neighbourhoods Team  
Southampton City Council (various departments)  
Southampton Safer City Partnership  
Hampshire and Isle of Wight Youth Options  
Plus You Limited

##### **Activities**

A Community Safety Action Plan has been drafted detailing how the identified priorities for Thornhill are to be addressed by key partners. The Action Plan is a working document and will be reviewed regularly to ensure the priorities are still relevant and the current activities are pertinent (see Appendix G and F5).

PYL will support the Police-led Community Priority Panel (CPP) through its community engagement resources. The Community Priority Panel meets every three months to establish and respond to neighbourhood priorities as identified by residents. There will also be two open meetings a year and the link between the residents and the CPP will be a function of Thornhill Community Voices. The priorities identified by CPP and performance of the key agencies concerned are monitored by the area Community Tasking and Co-ordination Group, which is a formal part of the multi-agency Southampton Safer City Partnership (SSCP).

SCC are in the process of developing a Neighbourhood Management model which will simplify and align the area based working arrangements, of all partners including the Police, Fire and Rescue and the PCT, into three city districts – West, Central and East. The initial focus for priorities will be the Safer and Stronger Communities agenda, with 22 Neighbourhood Action Teams providing a direct service link to community groups within each locality. Multi agency District Management Teams will develop the strategic alliances in each area and will report into the Local Strategic Partnership (LSP). PYL will participate in the East District Management Meeting to help set priorities for Thornhill and the east. The Thornhill Neighbourhood Management Model (Appendix C) will provide the interface between the community groups, residents and service providers at the Neighbourhood Action Team level.

The three 'Friends of' groups located in Thornhill share common aims which cover tackling anti-social behaviour; increasing community ownership and ensuring the environmental conservation of the three major green spaces in the community. Following extensive improvements to Hinkler Green, throughout the lifetime of the NDC programme, the Friends of Hinkler Green has been trying for Green Flag status to establish the Green as a high quality public space. The Friends of Dumbleton Copse and Netley Common have been working with agencies to agree an action plan that focuses on local issues. The action plan is just one example of how these community groups are working with partners to ensure local green spaces are maintained.

HYO intends to expand provision for Friday and Saturday night activities (dependent on procurement from the Council) to provide diversionary activities for young people. This has already been piloted. Both youth centres are actively working to address risk taking behaviour of young people through the provision of evening sessions.

PYL has committed to continuing some of the most effective community development activities, such as Thornhill In Bloom, the Community Awards and Community Chest (see community empowerment and engagement section for more information about these activities). Participatory budgeting will also form a key part of the community involvement calendar, as the Thornhill Community Health Group will continue to use this method to allocate its annual fund.

Motiv8 Thornhill will continue to offer sports and cultural activities for people in Thornhill as well as supporting Thornhill Community Association in bidding for funding to provide activities such as fun days and trips to local attractions.

### Resource Base

As a result of inter-agency working in Thornhill, the following TPY funded activities have been mainstreamed:

- Neighbourhood Police Team - comprising of one Police Sergeant, four Police Constables and five Police Community Support Officers
- Neighbourhood Wardens
- Thornhill Tidy Team

The SSCP is organised to cover the whole city and so resources are not broken down by Police beat, see Appendix G for resource breakdown.

Activities and mainstreamed projects	Contributing to Outcomes	Linked to NI	Responsibilities /Agencies
<i>Community Safety Action Plan</i>	4a, 4b, 4c, 4d	15, 17, 21, 25, 32, 41,	Hampshire Police, SCC ✓
<i>Community Priority Panel</i>	4a, 4c	15, 17, 21, 25, 32	Hampshire Police, PYL, TVC ✓
<i>SCC Neighbourhood Management</i>	5a, 5c, 6c, 7a, 7b, 7c	2, 3, 4, 5, 7	SCC (Neighbourhood services), PYL ✓
<i>'Friends of' groups</i>	6a, 7a, 7b, 7c	2, 5	TCV, PYL ✓
<i>Diversionary evening activities for young people</i>	4b, 4c	17, 21, 25, 41	HYO Depends on procurement from SCC
<i>Community development activities (Thornhill in Bloom, Community Awards...)</i>	6a, 6b, 6c	3, 6	PYL ✓
<i>Participatory budgeting</i>	5b, 6a, 6b, 6c	3, 4, 6, 7	CHG, PYL ✓
<i>Neighbourhood Police Team</i>	4a, 4b, 4c, 4d	15, 17, 21, 24, 25, 32, 41	Hampshire Police ✓
<i>Neighbourhood Wardens</i>	4c, 7a, 7b	2,5, 21, 25,	SCC (Neighbourhood Services) ✓
<i>Thornhill Tidy Team</i>	7a, 7b	2, 5	SCC (Neighbourhood Services) ✓
<i>Motiv8 Thornhill</i>	6a, 6b	3, 6	PYL, Motiv8 Thornhill ✓

Table 5. Summary of activities and agreed split of responsibilities

### **4.3 Healthier Communities and Older People**

Community health has been one of the most successful themes of the NDC programme. In the main, health outcomes in Thornhill have improved. One example of this is residents' satisfaction with access to health services in the community. Between 2004 and 2006, there was a 13% increase in residents saying their access to health services had improved. This can be attributed to the opening of the Centre for Healthy Living. TPY has also invested in innovative community based health promotion activities such as the Thornhill Health and Wellbeing Project (THAWP) which has been instrumental in supporting the grass-roots delivery of basic health advice and services. However, some challenges remain, including a high teenage pregnancy rate and high prevalence of smoking.

#### **4.3.1 Outcomes**

<b>Primary outcome</b>	<b>Secondary outcomes</b>
<b>8. Continue to improve the health of Thornhill residents by:</b>	<ul style="list-style-type: none"> <li>a. Reducing smoking levels (NI 123)</li> <li>b. Improving diet and nutrition/healthy eating</li> <li>c. Reducing alcohol and substance misuse (NI 39, 115)</li> <li>d. Increasing physical activities (NI 8)</li> <li>e. Involving residents in shaping local health services (NI 4)</li> </ul>
<b>Promote the health and independence of vulnerable people by:</b>	<ul style="list-style-type: none"> <li>a. Supporting community based health activities</li> <li>b. Supporting older and/or vulnerable people to access health services/care</li> <li>c. Continuing to reduce isolation and social exclusion (NI 124, NI 141)</li> </ul>

*Table 6. Outcomes for the Healthier Communities and Older People LAA Block*

#### **4.3.2 Activities and responsibilities**

The section below outlines **how the outcomes will be achieved through the identification of the key partners, their agreed responsibilities** and the resources available:

##### **Key partners**

Southampton City Council Healthy Communities Team  
 Southampton City Primary Care Trust  
 Thornhill Health and Wellbeing Network (THAWN)  
 Thornhill Community Health Group

##### **Activities**

The funding from the PCT already mentioned in sections 1.2.3 and 2.2.9 is administered by the Thornhill Community Health Group. This group comprises of representatives from SCC, Southampton City PCT, TPY, THAWN and local residents from Thornhill. For the past two years the group have trialled a participatory budgeting (PB) approach to distributing a portion of the funding, with an event called 'Your Health, Your Community, Your Vote'. The group will continue to use PB to distribute some, if not all, of the funding in the future. While PB as a method of distribution brings its own 'healthy' benefits, the funding itself will ensure initiatives that focus on improving health and wellbeing continue to be delivered in Thornhill in years to come. SCC, the PCT and PYL have committed to providing the resources needed to allow PB to happen in Thornhill whilst this funding is available.

Community based health and wellbeing activities will continue to be supported by Health Development Officers from Thornhill Health and Wellbeing Project (THAWP). THAWN, a resident group concerned with health promotion, will continue to encourage healthier lifestyles throughout Thornhill by sustaining some of the THAWP activities.

The Centre for Healthy Living, managed by the PCT, will continue to provide community based health services, as well as accommodation for other groups and services who work in the locality.



Health Kicks, a locally piloted project aimed at improving men’s health and access to services through football has been recognised by Southampton City PCT as a successful way of engaging men. The project is currently delivered in Thornhill through partnership with Thornhill Plus You, Southampton Football Club and a London-based social enterprise, Social Health Ltd. Thornhill will continue to benefit from this project beyond TPY funding.

### Resource Base

As a result of inter-agency working in Thornhill, the following TPY funded activities have been mainstreamed:

- Two Health Development Officer posts
- Thornhill Midwifery Group Practice
- Locality based Family Workers
- Thornhill Centre for Healthy Living
- Locality based Health Visitors

Due to an arrangement set up as a result of TPY contribution to the redevelopment of Thornhill’s health clinic, the PCT have committed a recurring financial investment for tackling health inequalities in Thornhill. Commencing in 2006, this funding is provided on an annual basis to spend on local health initiatives. The amount available rises each year to a cumulative total of over £1million by 2016. A funding profile can be found in Appendix F2.

Activities and mainstreamed projects	Contributing to Outcomes	Linked to NI	Responsibilities /Agencies
<i>Thornhill Community Health Group</i>	8a, 8b, 8c, 8d, 8e, 9a, 9b, 9c	4, 8, 39, 115, 123, 124, 141	CHG, PCT, PYL ✓
<i>THAWN</i>	7b, 7c, 8a, 8b, 8c, 8d, 8e, 9a, 9b, 9c	4,7, 8, 39, 41, 123, 124, 141	THAWN, SCC (Healthy Communities team) ✓
<i>Centre for Healthy Living</i>	8a, 8b, 8c, 8d	8, 39, 41, 123	PCT ✓
<i>Health Development Officers</i>	7b, 7c, 8a, 8b, 8c, 8d, 8e, 9a, 9b, 9c	4,7, 8, 39, 41, 123, 124, 141	SCC (Healthy Communities Team) ✓
<i>Thornhill Midwifery Group Practice</i>	1a, 1d, 8a, 8b, 8c	39, 41, 53, 123	Southampton University Hospitals Trust ✓
<i>Locality Family Workers</i>	1c, 1d, 8a, 8b, 8c,	50, 53, 58, 39, 41, 123	PCT ✓
<i>Locality based Health Visitors</i>	1a, 1c, 1d, 8a, 8b, 8c, 8d, 9b, 9c	8, 39, 41, 123, 50, 58, 53	PCT ✓
<i>Health Kicks</i>	8a, 8b, 8c, 8d	8, 39, 41, 123	Social Health Limited, Southampton Football Club ✓

Table 7. Summary of activities and agreed split of responsibilities

## 4.4 Economic Development and Enterprise

Like other NDC’s TPY has found tackling worklessness to be a particular challenge, which requires a long-term co-ordinated approach and dedicated individualised support. TPY has supported Working Links in enabling local residents to access employment opportunities, such as the jobs available for local people as a result of the Section 106 agreement on the Antelope Park redevelopment. Although the current economic climate has presented an additional obstacle in terms of securing employment, opportunities have been created for Thornhill residents through the large capital projects, particularly with MITIE as part of the Better Homes Project and the two contractors delivering the Better Neighbourhood Project. There have also been work experience placements and training opportunities for young people seeking a career in construction through these projects.

### 4.4.1 Outcomes

Primary outcome	Secondary outcomes
<b>10. Increasing economic</b>	a. Increasing employment opportunities for local people (NI 151,

<b>activity in Thornhill by:</b>	NI 152) b. Supporting local residents to find employment (NI 151, NI 152) c. Facilitating access to training and skills development opportunities (NI 163) d. Supporting the local economy
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*Table 8. Outcomes for the Economic Development and Enterprise LAA Block*

#### **4.4.2 Activities and responsibilities**

The section below outlines **how the outcomes will be achieved through the identification of the key partners, their agreed responsibilities** and the resources available:

##### **Key partners**

SITES partnership (which includes Learning and Skills Council, Job Centre Plus, Southampton City Council, Southampton and Fareham Chamber of Commerce, Business Link, Southampton's universities and colleges of further education)

Plus You Limited

Plus You Enterprises

Southampton Local Strategic Partnership (Economy and Enterprise Board)

Partnership for Urban South Hampshire (PUSH)

##### **Activities**

The redevelopment of Antelope Park, which sits on the boundary of Thornhill, will offer residents new opportunities for employment. TPY has successfully negotiated a Section 106 agreement for training and employment which will ensure 200 out of 400 expectant jobs on the site will be available for Thornhill residents.

Working Links has promoted a successful programme of support for residents who plan on returning to work or enter the labour market for the first time. The project has carried out extensive engagement activities and has gathered momentum in the past twelve months. To capitalise and develop on this, a continued employment preparation and job brokerage project will be managed and funded by PYL. This will ensure that Thornhill residents continue to take advantage of the employment opportunities available through the redevelopment of Antelope Park.

Like previous capital developments in Thornhill, the redevelopment of the Eastpoint Centre and Hinkler Parade will create further construction jobs for local people, who may have already benefitted from the training opportunities in construction made possible through previous TPY projects.

The Southampton Partnership Local Regeneration Strategy 2009-12 includes relevant actions to Thornhill which will be implemented, these are:

- To improve economic inclusion, particularly for people from the priority neighbourhoods and from poor socio-economic backgrounds
- To improve financial inclusion by mitigating poverty and maximising incomes
- To reduce worklessness and improve employability

##### **Resource Base**

Thornhill Credit Union continues to provide access to low cost loans and savings accounts for the community. This will be sustained by volunteers that have been recruited and trained by the project.

PYL will continue the Working Links project on a smaller scale, employing a full time employment consultant at a cost of approximately £40,000 per year.

It is not possible to disaggregate specific resources for Thornhill that will form part of the implementation of the Southampton Partnership Local Regeneration Strategy Action Plans or Economic Development Action Plan Priority actions.

Activities and mainstreamed projects	Contributing to Outcomes	Linked to NI	Responsibilities /Agencies
<i>Antelope Park redevelopment</i>	10a, 10b	151, 152	PYL, PYE, SITES ✓
<i>Job brokerage project</i>	10a, 10b, 10c, 10d	151, 152,163	PYL, JCP ✓
<i>Capital developments</i>	10a, 10b, 10c, 10d	151, 152, 163	TPY, PYL ✓
<i>LSP Local Regeneration Strategy actions</i>	10a, 10b, 10c	151, 152, 163	LSP ✓

*Table 9. Summary of activities and agreed split of responsibilities*

## 5. What next?

### **5.1 Safeguarding the NDC assets**

A strategy has been developed to **provide a framework for the acquisition, management and disposal of land and buildings to maximise the potential benefits of these assets to the community (see Appendix H)**. Assets are seen as important in aiding the delivery of long-term sustainable change by:

- Building 'social capital', enabling self determination and elevating community influence
- Becoming a focal point for local activity
- Providing regular and predictable income, building confidence and attracting other investment
- Strengthening the local economy and meeting economic development outcomes

In August 2009 the main property assets were identified as the Eastpoint Centre, Hightown Youth Centre, the Swallow public house site, St. Colman's church site and investment in the redevelopment of Hinkler Parade. This section details the future possibilities for these assets.

#### **Eastpoint Centre**

The Eastpoint Centre is a former secondary school converted into a conference centre and community facility with office accommodation for a number of local services, including TPY. The redevelopment of the centre has been a key NDC objective. There are plans in place to purchase the freehold of the site, contributing to the redevelopment and ensuring a financial return for PYL in the future. The aim is to provide a state of the art conference and training facility that will continue to attract people to Thornhill while providing an improved community resource.

#### **Hightown Youth Centre (HYC)**

TPY has reached agreement to purchase the youth centre from SCC for PYL. This will provide a community centre owned by the community, from which some SCC services will also continue to run. Successful bids to DCSF and The People's Millions will mean that the Centre also has a pre-school and state of the art media centre. A strategy has been produced detailing the management arrangements that will be put in place when the centre comes under the ownership of PYL (see Appendix I).

#### **The Swallow and St. Colman's sites**

Owned by TPY, both sites have been identified as meeting current housing needs in Thornhill and their redevelopment is fully supported by SCC. The redevelopment of these sites will help the physical regeneration of these areas in Thornhill. TPY is in the process of negotiating the sale of these sites to First Wessex housing association. Major consultation has taken place with residents about the appearance of the redevelopments and there is a general feeling of

satisfaction with the proposed options. The receipts from the sale will be passed to PYL for re-investment in the area.

### **Hinkler Parade**

The redevelopment of Hinkler Parade is a major SCC project which will provide new homes, shopping and community facilities. TPY is able to invest a substantial amount of money from both the current programme and the sale of The Swallow and St. Colman's sites. Investment in Hinkler Parade will enable TPY to have a direct influence in how it is designed, including ensuring community facilities are part of the new development and guaranteeing an income for PYL (e.g. rental from shops).

### **5.2 Governance arrangements**

In early 2007 a Succession Sub-committee of the TPY Board which was charged with mapping the future beyond the NDC programme. Armed with the advice available from CLG and with recourse to the Development Trust Association and Anthony Collins Solicitors, the Board agreed to the recommendation that TPY should set up **Plus You Limited** (a charitable Company limited by Guarantee), and a wholly owned subsidiary **Plus You Enterprises** (a community interest company) intended to generate income to be passed via Gift Aid to PYL.

PYL was formally incorporated in September 2007 and endorsed as the key succession vehicle by the SCC's Cabinet in December of that year. The intention at that time was that PYL would take over the management and delivery of the NDC programme. However, due to subsequent Council and TPY jointly commissioned legal advice it became clear that the Council employed TPY staff would have to be TUPE transferred to PYL which would have rendered the company insolvent. Additionally, because there could be a fiduciary conflict of interest with respect to TPY and PYL, it was concluded that TPY would continue to run the NDC programme and that PYL would gradually develop over the remainder of the programme.

**As established companies, PYL and PYE have Memorandum and Articles of Association. Accompanying these is an internal governance arrangement and ethical policy. In addition, a joint working agreement defines how the companies relate to each other in order to meet the joint objective of sustaining the improvements in Thornhill (see Appendix J).** The activities and performance of PYE and PYL will be reported through the communication arrangements referred to in section 2.

### **5.3 Financial viability**

PYE was incorporated in July 2009, ready to trade its two companies, Web in a Box and Subway, from October 2009. To this end a General Manager has been appointed to oversee current and future business opportunities for PYE.

The Succession Sub-committee investigated a number of possible income generating options for PYE including:

- A web development company
- Buying and letting homes
- Running a lettings franchise
- Operating a fast food franchise

On the basis of market research, the TPY Board agreed that the Web Development company and fast food franchise represented the best investment. Consequently, Web in a Box has been set up and started to trade from 7<sup>th</sup> October 2009 and a Subway license has been purchased with the intention to trade from February 2010. Web in a Box was chosen due to a gap in the market in offering services to the voluntary and community sector, micro-business and small and medium enterprises. The Subway franchise is an opportunity to have a PYE company employing local residents on a retail redevelopment in Thornhill, as well as providing a healthier choice of fast food. Web in a Box has approval from the TPY Board for start-up funding. Because it cannot use NDC grant, PYE will secure alternative bridging funding for Subway.

**The PYL and PYE Business Plans, due diligence, State Aid, tax advice information and business plans for Subway and Web in a Box can be found in Appendix K.**

**The Council has agreed that PYL and PYE will trade from October 2009, providing the opportunity for road testing, as recommended in the succession guidance.** As indicated in the Property Asset Strategy, PYL will manage capital assets, proceeds for the sale of capital assets and the Neighbourhood Support Team. PYE will manage the income generating businesses and seek opportunities for other business development.

#### **5.4 Transitional arrangements**

In October 2009 when CLG are in receipt of this succession strategy, there will be 18 months of the NDC programme remaining. In this period TPY will be required to produce and implement its final Delivery Plan. This plan will need to reflect the winding-down of the NDC programme and, as invited by Programme Note 44, the road testing of the succession strategy.

The Delivery Plan will present the transitional activities needed to ensure the seamless transfer of responsibility to the key partners referred to in this strategy. The transitional activities will include:

##### **Governance:**

- The training of the PYL Board to continue throughout 2010/11. Both the PYL and PYE Boards will meet monthly to conduct business
- The PYL Board will oversee the management of physical assets
- The PYE Board will oversee the management of business assets
- The risk management strategy will be reviewed regularly

##### **Community:**

- TPY will support Thornhill Community Voices and will continue to engage with local residents. This role will be handed over to the PYL Neighbourhood Support Team once it is in place, who will continue to use the services of Southampton Voluntary Services to build the capacity of local community groups.

##### **Staffing:**

- With the TPY staff team gradually reducing the necessary expertise to support the activities of PYL and PYE will be resourced externally by employing staff and consultants
- The knowledge transfer plan, contributed to by all TPY staff, will be implemented to ensure the knowledge and expertise gained during the NDC programme will be transferred to PYL staff as they are recruited

##### **Partnerships:**

- Local service providers and residents will be facilitated to work together through the NST, Thornhill Community Voices, the LAA local partnership arrangements and the Neighbourhood Action Teams (SCC neighbourhood management model)
- Activities will continue to be communicated through 'thornhill today' and the Thornhill Community Website
- Progress towards outcomes will be reported to the LSP's Delivery Board
- The programme's contribution to the LAA and CAA will continue to be monitored and the local arrangements described in the strategy will be reviewed and adjusted where required

#### **5.5 Risk identification and management**

The Risk Register was created in June 2009 and reported to the Accountable Body. This is a live document, as new risks will continue to be identified and the status of risks will change

(see Appendix L). The Risk Register will be regularly reviewed (monthly) to ensure it remains current.

### **Risk Classification**

Risks are apportioned to one of 6 categories (Political, Economic, Social, Technological, Environmental and Legal) to help identify and manage them. Risks are given a score of 1-5 for impact and likelihood (see Risk Register key for definitions). The total score is converted to a 'Red, Amber or Green' status, enabling the more serious risks to be prioritised. This scoring is repeated post mitigation.

### **Control**

The control of the Risks is managed by allocating 'risk owners'. As set out below:

Role: Succession Strategy Risk Register Owner

Who: Thornhill Plus You Assistant Programme Director

Responsibility: To regularly review the risk register, to ensure it remains up to date, chasing risk owners for progress where required.

Role: Risk Owner

Who: Specific to each risk See 'Ownership' column on Register

Responsibility: Implement mitigation measures and report changes to risk status to the register owner. Mitigation measures are identified for each risk together with a date of when the measures will be implemented/escalated.

### **'Red' Status Risks**

There are four risks currently classified as 'Red' i.e. potential showstoppers or having a significant impact on the delivery of the succession plans. These are listed below, with an explanation of how they are being managed.

6. Unable to invest in Eastpoint Centre redevelopment as originally planned

This has been managed by developing, alongside the preferred option, alternative opportunities for investment that meet the original objective of ensuring the Eastpoint redevelopment will go ahead.

13. Itchen do not move to the Eastpoint site

The relocation of Itchen College has a financial impact on the proposed redevelopment of Eastpoint. This risk is being managed by negotiating a commitment from SCC to release their agreed funding ahead of Itchen's move.

20. Unable to establish a sound cash flow process between PYE and PYL

This has been raised with the Accountable Body and a suitable method agreed in principle and will be in place by the end of November 2009.

26. Unable to defray funding for Hinkler Parade in 2009/10

Agreement from CLG for the defrayment of funding this financial year is currently being sought.

## ITEM NO: APPENDIX 2

**Thornhill Plus You Succession Strategy Financial Implications - Summary****Forecast Position**

	<b>2009/10</b>	<b>2010/11</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
PYL	26	473	-23	-8	-7	-25	-30	-41	-49	-57
PYE	-23	117	-6	-46	-35	-16	9	11	14	16
<b>Total Net Profit</b>	<b>3</b>	<b>590</b>	<b>-29</b>	<b>-54</b>	<b>-42</b>	<b>-41</b>	<b>-21</b>	<b>-30</b>	<b>-35</b>	<b>-41</b>
<b>Cumulative Profit</b>	<b>3</b>	<b>593</b>	<b>564</b>	<b>510</b>	<b>468</b>	<b>427</b>	<b>406</b>	<b>376</b>	<b>341</b>	<b>300</b>

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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	ANNUAL REVIEW OF FEES AND CHARGES FOR THE ENVIRONMENT AND TRANSPORT PORTFOLIO		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT		
<b>AUTHOR:</b>	Name:	ADRIAN RICHARDSON	Tel: 023 8083 3528
	E-mail:	adrian.richardson@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

Not applicable

**SUMMARY**

This report outlines the reviews of fees and charges by Service Managers within the Environment and Transport portfolio and recommends increases at and above the 1.7% level of inflation.

Charges for Development Control, which are set by central government, are not included, neither are charges set by officers under delegated powers e.g. Trade and bulky refuse collection services.

**RECOMMENDATIONS:**

- (i) That the charges detailed in the appendix be approved from 1<sup>st</sup> April 2010.
- (ii) To authorise the Solicitor to the Council to take any steps necessary to implement the proposals in this report, including the issue of Statutory Notices where appropriate.

**REASONS FOR REPORT RECOMMENDATIONS**

1. The fees and charges applicable to services provided by the portfolio are reviewed on an annual basis, in accordance with the council's financial procedures. This report sets out the proposed increase in charges for 2010/11.

**CONSULTATION**

2. Service Managers will have been mindful of such issues as public feedback in current levels of charges and customer response in formulating proposals contained within this report. The report has also been consulted upon with internal consultees.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. A range of options were considered as part of the review in each applicable service area. The level of charges recommended are those believed to be appropriate to the aims and objectives of the service areas concerned.

## **DETAIL**

4. The majority of charges are increased by 1.7% and the full schedule is provided in Appendix 1. Where there are new charges being introduced or above inflation increases further details have been set out below.

### **Scaffold, Hoarding Placed on or Over The Public Highway**

5. The council must manage Scaffold and Hoarding applications in a consistent and effective manner from the application stage through to the removal of the activity. A new procedure will be introduced which will focus upon:-
  - The creation of an approved list of companies who have met or have agreed to meet the conditions set by the Council.
  - Checks that liability insurance is in place
  - Checking the suitability of the location for the proposed activity
  - Ensuring that pedestrian and traffic management have been considered.
  - Assessing the existing condition of the public highway and any other council asset being assessed before the activity commences.
  - Adequate coordination of these works on the highway.
  - Securing deposits to cover any potential damage to the public highway or any other council asset.
  - Regular inspection throughout the period of the activity.
  - Inspection on completion of the activity to ensure that the condition of the public highway or any other council asset has not been damaged during the undertaking of the activity.

The charges set out in Appendix 1 reflect fees reasonable costs incurred by the council in the delivery of these new arrangements.

### **New Roads and Street Works Act Sections 171 and 50**

6. Currently permits are issued for the excavation and placing of apparatus in the public highway and it is proposed to introduce the number of inspections from three to four to enable the works to be inspected prior to works commencement to allow for adequate consideration of all pedestrian and traffic matters. In addition the level of the deposit is to be increased to ensure that there are sufficient funds available to cover any unresolved remedial matters. Appendix 1 provides full details of the new charges.

### **Historic Environment Record**

7. The Historic Environment Record (HER) has been a free-to-access database since it's inception in the late 1980's. It is common practice in other councils to levy a charge for access to similar databases, which are increasingly referred to by planning consultants and other professionals to support planning applications. Introduction of the proposed charges will bring the council into line with other local authorities, and will generate a modest income that can be re-invested in the service.
8. The City remains one of the few local authorities not to charge commercial organisations for access to data from the Historic Environment Record. At present there are around 20 inquiries per year from commercial organisations.

HER enquiries can take between one hour and two days to complete, and on average the HER Officer spends 80 hours per year dealing with such enquiries. It is clear from comments received from customers that they usually expect to be charged for the local authorities' time in dealing with commercial enquiries.

9. Charges imposed by other councils range from £25/hour to £120/hour. Many councils impose an additional charge for priority searches, which are generally double the charge imposed for ordinary searches.
10. It is proposed that a standard charge is imposed for commercial enquiries of £60/hour from April 1<sup>st</sup>, and that a charge of £120/hour is imposed for priority searches (where information is required within two days receipt of request).
11. It is therefore anticipated that the imposition of these charges will generate £4,800 in additional income (based on 80 hours x £60).
12. Non-commercial enquiries will not be subject to these charges.

### **Burial Fees**

13. It is proposed that fees for interment of a coffin or ashes in the cemeteries is increased by 24% to £500 and for the purchase of a grave space be increased by 15,5% to £1200. The upkeep of the cemeteries is at a significant net cost to the council and these increases will contribute to reducing this deficit.

### **Cremation Fees**

14. The cremation fees will be increased by 8.3% which will offset in part the costs of making further improvements to the crematorium.

### **Port Health & Trading Standards**

15. Additional charges have been introduced in line with new statutory duties imposed by the EU to control the import of high risk food and feed products. A charge has also been introduced for the verification of new EU Catch Certificates under the Illegal, Unreported and Unregulated Fishing Regulations. Both charges have been set to recover costs as required by the regulations.

### **Registration Services**

16. It is proposed that the fee charged for the licensing of a venue as an Approved Premise for a civil ceremony be increased by 18.50% to £750 to allow for an additional cost in providing this service due to new costs imposed on the licensing procedure by the Hampshire Fire and Rescue Service.
17. It is proposed to charge an Express Fee of £5 for certificates requested for issue the next working day. Standard issue of certificates would normally be within 5 working days. These fees will be in addition to the statutory fees.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

18. None

## **Revenue**

19. The proposed increases in charges outlined in Appendix 1 have been reflected within the revenue estimates for the portfolio. Where applicable, VAT has been included within the fees and charges.
20. The majority of charges are increased by 1.7%, however, some areas of exception are highlighted in the detail of this report. There are expected to be significant increases in annual income for the highlighted services as follows:
- Scaffolding and Hoarding placed on or over on the Highway £50,000
  - New Roads and Street Works £8,000
  - Historic Environment Record £4,800
  - Burial and Cremation Fees £150,000
  - Port Health and Trading Standards £20,000
21. In the majority of these cases the increase in income will cover the cost of changes to the service whilst the income from the burial and cremation fee increases have been built into the approved budget .

## **Property**

22. None

## **Other**

22. None

## **LEGAL IMPLICATIONS**

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

23. The Council has power to charge for the provision of a variety of services. The powers to charge are set out in the Statutory Framework for each service area. Where statutory framework places limits on the ability to charge this has been reflected within the proposals set out in this report.

### **Other Legal Implications:**

24. The setting of these fees and charges is considered to be necessary and proportionate with and no negative impacts having been identified in terms of the community or special needs group. In general when residents are in receipt of benefits these charges do not apply.

## **POLICY FRAMEWORK IMPLICATIONS**

25. The proposals contained within this report are in accordance with the Council's budget strategy.

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms' and can be accessed on-line**

1.	Environment & Transport portfolio scale of fees and charges
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**Documents In Members' Rooms**

1.	None
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**Background Documents**

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	
2.		

**Background documents available for inspection at:**

**KEY DECISION? No**

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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**ENVIRONMENT AND TRANSPORT PORTFOLIO**  
**SCALE OF FEES AND CHARGES**

**APPENDIX 1**

**Proposed charges to be effective from 1<sup>st</sup> April 2010**

**1. Value Added Tax**

**2. Environmental Health Services**

- 2A. Pest Control Services
- 2B. Disinfection Service
- 2C. Clinical Waste
- 2D. Kennelling Service
- 2E. Animal Licensing
- 2F. Skin Piercing
- 2G. Zoo Act Registration
- 2H. Environmental Information
- 2I. Imported Food
- 2J. Certificates
- 2K. Water Sampling
- 2L. Copies of the Food Register
- 2M. Inspection of ships

**3. Trading Standards Service**

- 3A. Measures
- 3B. Weighing instruments
- 3C. Measuring instruments for liquid fuel of lubricants
- 3D. Road tanker fuel measuring equipment (above 100 litres)
- 3E. Equipment submitted for testing out of normal office hours
- 3F. Administrative charge for provision of a certificate containing results of errors found on testing
- 3G. Minimum charge for attendance of a TSO
- 3H. Charge for delayed or aborted appointments pro-rata to the nearest 15 minutes
- 3I. Poisons Act
- 3J. Buy with Confidence Scheme

**4. Bereavement Services**

Cemeteries

- 4A. Interments
- 4B. Exclusive Rights of Burial in Earthen Graves (purchased)
- 4C. Monuments, Grave Stones, Tablets and monumental Inscription
- 4D. Miscellaneous

Crematorium

- 4E. Crematorium
- 4F. Book of Remembrance
- 4G. Miscellaneous Charges
- 4H. Memorial Wall Plaques
- 4I. Miscellaneous Charges

**5. Registration Services**

**6. Highways**

**7. Historic Environment Records**

**1. VALUE ADDED TAX**

Value Added Tax, where applicable is included in the charges unless otherwise stated.

## 2. ENVIRONMENTAL HEALTH SERVICES

### 2A. Pest Control Services

	<b>Proposed Charge (£)</b>
<p><b>Rats, Mice and Squirrels</b> (survey and two subsequent visits)</p> <p><u>Site survey and advice:</u></p> <ul style="list-style-type: none"> <li>- Domestic charge 10.00</li> <li>- Commercial charge 59.00</li> </ul> <p><u>Treatment of rats, mice and squirrels:</u></p> <ul style="list-style-type: none"> <li>- Domestic charge 46.00</li> <li>- Domestic charge (residents on benefits) 10.00</li> <li>- Commercial charge (&lt;5 bait stations) 124.00</li> <li>- Further additional visits (domestic) 15.00</li> <li>- Further additional visits (residents on benefits) 10.00</li> <li>- Further additional visits (commercial) 44.00</li> </ul> <p>(NB: 'benefits' means in receipt of Council Tax or Housing benefit)</p>	
<p><b>Bedbugs</b> (new regime of charges based on a minimum of three visits)</p> <ul style="list-style-type: none"> <li>- 1-bedroom 127.00</li> <li>- 2-bedroom 254.00</li> <li>- 3-bedroom 380.00</li> <li>- 4-bedroom 508.50</li> <li>- 5-bedroom 635.50</li> <li>- Additional rooms Quotation</li> </ul> <p>Residents on benefits will be charged at the following rates:</p> <ul style="list-style-type: none"> <li>- 1-bedroom 63.00</li> <li>- 2-bedroom 114.00</li> <li>- 3-bedroom 171.00</li> <li>- 4-bedroom 229.00</li> <li>- 5-bedroom 285.00</li> <li>- Additional rooms Quotation</li> </ul> <p>A survey can be carried out at a cost of £50.00 which will be taken off the final bill if treatment is carried out.</p>	



	<b>Proposed Charge (£)</b>
<b>Wasps</b>	
<u>Domestic Premises:</u>	
- Treatment of wasps	44.50
- Charge per treatment (residents on benefits)	22.50
- Removal of inactive nest (at service discretion)	67.00
- Removal of inactive nest (at service discretion) for residents on benefits	33.50
<u>Commercial Premises:</u>	
- Treatment of wasps	73.00
- Treatment of each additional nest at time of visit	21.50
- Removal of inactive nest (at service discretion)	73.00
<b>Fleas and Carpet Beetles</b>	
- 1-room	54.00
- 2-room	69.00
- 3-room	84.50
- 4-room	100.00
- 5-room	115.00
- Additional rooms	Quotation
Customers in receipt of benefits would be charged at 50% of proposed charge	
Commercial premises: single treatment based on quotation per operative hour plus materials	100.00
<b>Other pests (includes pharaoh ants, cockroaches)</b> (Charges based on three visits)	
Materials charged <b>in addition</b> to the following visit charges:	
- Domestic premises	63.00
- Resident on benefits	31.50
- Commercial premises	73.00
<b>Pest Control Contracts</b>	
- Bronze standard	410.00
- Silver standard	525.00
- Gold standard 1 (rodents)	750.00
- Gold standard 2 (insects)	700.00
- Tailored option	On request

Notes

1. All the above charges include a £20.00 visit charge. If the customer misses an appointment or they no longer require a treatment after a visit has been made, the service reserves the right to levy the visit charge.
2. The above domestic charges are for payments in advance of treatment. If a domestic customer wishes to pay after the treatment is complete or requires an invoice then an additional 10% charge will be levied.
3. Acceptable payment methods: advance payments can be made via credit card, debit card, cheque or postal order given to the pest control officer. The service does not accept cash.
4. Proofing against pests £60.00 per man/ hour plus materials
5. Premiums (outside normal office hours, at the discretion of supervisor):
  - Weekdays (between 17:00-8:00) – Total cost plus 50%
  - Saturdays – Total cost plus 50%
  - Sundays – Total cost plus 100%

**2B. Disinfection Service**

	<b>Proposed Charge (£)</b>
Charges per man/ hour plus materials and disposal for:	
- The cleansing of filthy and verminous premises, or cleansing and/ or disposal for filthy articles	73.00
- Search, removal and disposal of used hypodermics	86.50

**2C. Clinical Waste**

	<b>Proposed Charge (£)</b>
Charges for the collection and disposal of clinical waste arising from:	
- Domestic premises	Free
- Per 5 litre sharps box (to cover administrative charges, cost of supply of bin and disposal)	35.50
- Sharps box >5 litre	Quotation

## 2D. Kennelling Service

	<b>Proposed Charge (£)</b>
<u>Daily kennels charged for the detention of stray dogs up to seven days statutory period:</u>	
- Southampton residents	13.50
- Statutory charge (non VAT)	25.00
- Other local authorities (plus necessary veterinary fees)	Via SLA
- Rehoming of dog in region with up to 28 days kennelling after 7 days prescribed period	Via SLA
- Microchipping at reclaim	16.00
- Microchipping (promotions)	20.00
- Dog to home transport (Southampton)	20.00
- Dog to home transport (outside Southampton)	Quotation
- Day boarding (and part day)	16.50
- Direct rehoming (plus vet fees)	41.00
- Rehoming specialist dogs	Quotation

## 2E. Animal Licensing

	<b>Proposed Charge (£)</b>
<u>Pet Shop Licence</u>	
- Annual Review	99.00
- New Annual Licence	151.00
<u>Dog Breeding Licence</u>	
- Annual Review	54.00
- New Annual Licence	79.50
<u>Animal Boarding Licence</u>	
- Annual Review	99.00
- New Annual Licence	151.00
- Home Boarder	33.50
<u>Dangerous Wild Animals</u>	
- Annual Review	99.00
- New Annual Licence	151.00
<u>Riding Establishments Licence</u>	
↻ <u>Annual Review</u>	99.00
↻ <u>New Annual Licence</u>	151.00
Registration under the Performing Animals Registration Act 1925	65.00

## 2F. Skin Piercing

	Proposed Charge (£)
<u>Tattooists</u>	
- Fee	114.00
- Each Practitioner	59.00
<u>Body Piercing</u>	
- Fee	114.00
- Each Practitioner	59.00
<u>Ear Piercing</u>	
- Fee	59.00
- Each Practitioner	32.50

## 2G. Zoo Act Registration

	Proposed Charge (£)
A registration fee is payable for an initial four year licence and thereafter for a six year period	275.00

## 2H. Environmental Information

	Proposed Charge (£)
The supply of information in accordance with the Environmental Information Regulations 2004 and from other Environmental Health Service technical and administrative records. This charge is levied on commercial enquiries and may be waived where SCC residents are making enquiries in response to genuine concerns. The total charge will be dependent upon the quantity of information to be collated and a quote can be requested.	58.00

## 2I. Imported Food

The Produce of Animal Origin Regulations enable a charge to be made for the inspection of these products where they are **imported from countries outside the European Community defined in this report as third countries.**

	Proposed Charge (£)
- Charges per gross tonne for products of animal origin imported from third countries other than New Zealand	7.93

(£44.64 minimum charge up to 6 gross tonnes and £340.89 maximum charge per consignment)	
- Charge per gross tonne New Zealand (£24.34 minimum charge and £284.07 maximum charge per consignment)*	1.32

\*Actual costs may be charged where the cost of checks exceeds the maximum, otherwise statutory charges set by the EU as above apply. Actual costs of analysis are recharged for products of animal origin submitted to the laboratory for analysis. The Official Feed and Food Controls Regulations enable a charge to be made to recover the cost of dealing with non-compliant imported food not of animal origin.

Charges for the control of **High Risk Food and Feed Products** in accordance with EU legislation.

	<b>Proposed Charge (£)</b>
Documentary check	50.00
Check requiring a full turnout of the container	200.00
Check requiring a partial turnout of the container	100.00

The actual cost of analysis and transport will be added to the charges above which will vary depending on the food or feed product concerned and the required level of statutory testing.

	<b>Proposed Charge (£)</b>
Charges for the disposal of illegal imported food from third countries:	
- <10kgs	78.44
- 10-19kgs	86.11
- 20-29kgs	93.76
- 30-39kgs	101.42
- 40-50kgs	109.07
- 51-100kgs	165.08
Large consignments of illegal products are subject to full cost recovery based on actual weight transportation and incineration costs.	

## 2J. Certificates

	<b>Proposed Charge (£)</b>
- Charge per consignment to authorise	

the importation of organic food from third countries (nationally agreed charge)	45.00
- Charge per consignment to issue a non-manipulation certificate for exports under council directive 93/43/EEC	45.00
- Charge per consignment to verify EU Catch Certificates for the import of fish from EEA countries and countries that have signed a bilateral agreement with the EC	15.00
- Charge per consignment to verify EU Catch Certificates for the import of fish from countries other than those mentioned above	45.00

## 2K. Water Sampling

Sampling of ships water supplies (charge to recover the cost of water sampling where routine sampling has been requested by the owner/ master of the vessel).

	<b>Proposed Charge (£)</b>
- Chemical analysis (per sample)	225.00
- Bacteriological examination (per sample)	78.00
- Legionella examination (per sample)	95.00

## 2L. Copies of the Food Register

The Food Premises (Registration) Regulations 1991 to enable authorities at their discretion, to levy a charge for supplying copies of either all or part of the public register entries to persons/ organisations requesting such copies.

	<b>Proposed Charge (£)</b>
i) Copy of a single entry	0.00
ii) Copy of category of premises (up to 25 names)	70.00
iii) Copy of category of premises (more than 25 names)	141.00
iv) Copy of the complete register	710.00
v) Written confirmation of food premises registration for work permits (UK) purposes	28.00

## 2M. Inspection of ships

The Public Health (Ships) Regulations 1979 specify the following charges (agreed nationally) for the issue of Ship Sanitation Exemption and Ship Sanitation Control Certificates.

	<b>Proposed Charge (£)</b>
- Ships up to 3000 gross tonnage	100.00
- Ships from 3001 to 10000 gross tonnage	150.00
- Ships from 10001 to 20000 gross tonnage	200.00
- Ships from 20001 to 30000 gross tonnage	230.00
- Ships over 30000 gross tonnage	300.00
With the exception of:	
- Ships with the capacity to carry between 50 and 1000 persons	300.00
- Ships with the capacity to carry more than 1000 persons	500.00

### **3. TRADING STANDARDS SERVICE**

All weighing and measuring equipment fees are shown EXCLUSIVE of 15% VAT

#### **3A. Measures**

	<b>Proposed Charge (£)</b>
- Linear measures not exceeding 3m for each scale	9.00
- Cubic ballast measures (other than brim measures)	149.00
- Cubic brim measures up to 1m (verified by linear measurement)	83.00
- Templets	
a) Per scale – first item	41.00
b) Second and subsequent items	16.50

#### **3B. Weighing Instruments**

	<b>Proposed Charge (£)</b>
All EC verifications carried out by HCC. Verifications minimum half hour	51.00*

#### **3C. Measuring instruments for liquid fuel or lubricants**

	<b>Proposed Charge (£)</b>
- Container type (unsubdivided)	61.00
- Single/ multi-outlet	
a) first nozzle tested	100.00
b) each additional nozzle tested on the same occasion	62.00
- Filling station electronic console equipment (when tested along) per hour	51.00*
- Credit card acceptors (additional fee) per hour	51.00*

#### **3D. Road Tanker Fuel measuring Equipment (above 100 litres)**

	<b>Proposed Charge (£)</b>
Meter measuring system (first tanker tested, the fee for the second or third tanker tested on the same day for categories (a) to (f) will be 50% of the first fee):	
a) Wet hose type with two testing liquids	305.00



	<b>Proposed Charge (£)</b>
b) Wet hose type with three testing liquids	305.00
c) Dry hose type with two testing liquids	305.00
d) Dry hose type with three testing liquids	305.00
e) Wet/dry hose type with two testing liquids	305.00
f) Wet/dry hose type with three testing liquids	358.00
g) Statutory occurrence – simple	34.00
h) Statutory occurrence – complex	65.00
NB: Any additional liquids for systems (a) to (f) to be charged at the rate of £32.00 for each additional liquid.	
<u>Dipstick measuring systems</u>	
- Replacement dipstick (including examination of compartment)	38.00

**3E. Equipment submitted for testing out of normal office hours**  
150% of above fees

**3F. Administrative charge for provision of a certificate containing results of errors found on testing**

	<b>Proposed Charge (£)</b>
	34.00

**3G. Minimum charge for attendance of a TSO**  
(i.e. excluding verifications carried out at the premises of the manufacturer or the Trading Standards Service). In the specified circumstances this fee overrides any fee above which is less than £60.00

	<b>Proposed Charge (£)</b>
	51.00*

**3H. Charge for delayed or aborted appointments pro-rata to the nearest 15 minutes**

	<b>Proposed Charge (£)</b>
	51.00*

### 3I. Poisons Act

	<b>Proposed Charge (£)</b>
i) Initial registration	32.00
ii) Re-registration	18.00
iii) Change in details of registration	8.50

### 3J. Buy with Confidence Scheme

NB: VAT is not included in these charges.

	<b>Proposed Charge (£)</b>
i) Businesses with 1-5 employees	84.00
ii) Businesses with 6-20 employees	102.00
iii) Businesses with 21+ employees	118.00
NB: The above fees to be paid on joining the scheme and annually in May each year. Businesses joining after 1 <sup>st</sup> January will have the following year's annual fee waived.	

#### 4. **BEREAVEMENT SERVICES**

##### **CEMETERIES**

The fees, payments and sums set out below apply where the person to be interred or in respect of whom the right is granted is, or immediately before their death, an inhabitant or parishioner of Southampton, or in the case of a child or stillborn child, where the parents (or one of them) are, or at the time of death were, such inhabitants or parishioners.

The fees, payments and sums set out in (A) and (B) will be doubled where the person to be interred is not an inhabitant or parishioner of Southampton, or in the case of child or stillborn child, where neither parent is such inhabitant or parishioner. Single fees will apply if an elderly person dies outside the City within 2 years of leaving.

Where the deceased has been placed in a rest home outside of the city by City Council Social Services, and dies outside of the city within two years of leaving, then the charge for levying double fees will not apply as per council policy.

#### 4A. **Interments**

	<b>Proposed Charge (£)</b>
The fees indicated in this section: - include the digging of the grave - include the grass matting	
(i) For the interment of the body of a stillborn child or a child whose age at the time of death did not exceed one month in a grave measuring 1830mm x 915mm	Free
(ii) For the interment of cremated remains	122.00
(iii) Interment to 4'6" (1372mm) for one in a grave	500.00
(iv) Interment to 6' (1830mm) for two in a grave	630.00
(v) Interment to 7'6" (2330mm) for three in a grave	717.00
(vi) Interment to 8'6" (2600mm) for four in a grave	808.00
(vii) Postponement/cancellation after receiving notice of burial if excavation has commenced	Adult 218.00 Child 107.00
(viii) Interment to 4'6" (1372mm) child to 15 years grave for one	25.00

Notes:

1. Only one fee will be charged when a mother and newly born child are interred in the same coffin.
2. In the event of two interments taking place in a grave at the same time, half the stated fee will be charged for the second interment.

**4B. Exclusive Rights of Burial in Earthen Graves (purchased)**

	<b>Proposed Charge (£)</b>
(i) For the exclusive right of burial in an earthen grave for a period of 30 years – 16 years and over.	700.00
(ii) For the exclusive right of burial in an earthen grave for a period of 30 years – child to 15 years (single depth grave only)	175.00
(iii) For the exclusive right of burial in an earthen grave on the Cremated Remains Sections, for a period of 30 years.	293.00

**4C. Monuments, Grave Stones, Tablets and Monumental Inscription**

	<b>Proposed Charge (£)</b>
For the right to place on a grave:	
i) A headstone in accordance with the regulations governing the erection of memorials	116.00
ii) A kerbstone in accordance with the regulation governing the erection of memorials	217.00
iii) A vase or similar memorial	25.00
iv) Monumental inscriptions for each additional inscription after the first	20.00
v) A mousetrap (footplate) and/or cover slab and kerb in accordance with the regulations governing the erection of memorials.	217.00
vi) Erection of a memorial on a child's grave (up to 16 <sup>th</sup> birthday)	25.00

**4D. Miscellaneous**

	<b>Proposed Charge (£)</b>
i) For the excavation of a grave for the exhumation of human remains	Cost on application

	<b>Proposed Charge (£)</b>
ii) For the scattering of cremated remains on a grave	56.00
iii) For the use of a cemetery chapel prior to interment	56.00
iv) For staff attending for grave selection	29.00
v) For the transfer of "The Exclusive Right of Burial" to a new Registered Owner	23.00
vi) For genealogy searches (per 5 searches)	23.00

#### **4E. CREMATORIUM**

The cremation fee includes:

1. Use of chapel, waiting room, etc, and all attendances after the coffin has been placed on the catafalque by the undertaker.
2. Disposal of ashes in the Garden of Rest.
3. Use of organ in the East Chapel (Funeral Directors to arrange for and pay organist).
4. Certified extract from the Register of Cremations.
5. Medical Referee's fee.

	<b>Proposed Charge (£)</b>
For the cremation of the body of:	
i) A foetus/stillborn child or a child whose age at the time of death did not exceed one month. (These fees are paid by the NHS Trust)	25.00
ii) A child whose age at the time of death exceeded 1 month to 16 years.	25.00
iii) A person whose age at the time of death was 16 years or over.	565.00
iv) Environmental charge	85.00
v) Double time fee (large chapel) - West	105.00
vi) Double time fee (small chapel) – East	105.00

#### **4F. Book of Remembrance**

The following fees include Value Added Tax.

	<b>Proposed Charge (£)</b>
i) For an entry consisting of 2 lines	45.00
ii) For an entry consisting of 5 lines	82.00
iii) For an entry consisting of 8 lines	122.00
iv) For an entry consisting of 5 lines with	



#### 4G. Miscellaneous Charges

	<b>Proposed Charge (£)</b>
i) Temporary deposit of ashes (per month after first month).	18.00
ii) For private attended scattering of cremated remains at crematorium or South Stoneham including the prior preparation of ground and staff attendance.	60.00
iii) Cremation cancellation fee if no suitable reason given.	59.00
iv) For staff attending area selection in respect of a scattering service	29.00

#### 4H. Memorial Wall Plaques

	<b>Proposed Charge (£)</b>
i) For a single (3 line) plaque	219.00
ii) For a double (6 line) plaque	438.00
iii) Double width plaque (up to 3 lines)	438.00
iv) For a treble (10 line) plaque	655.00
NB: Fees charged include additional inscription on double and treble plaques for a period of five years.	
<u>Renewal Fee for a period of ten years:</u>	
i) For a single plaque	46.00
ii) For a double plaque	93.00
iii) Double width plaque (up to 3 lines)	91.00
iv) For a treble plaque (up to 10 lines)	138.00

#### 4I. Miscellaneous Charges

	<b>Proposed Charge (£)</b>
i) For the right to deposit cremated remains in an existing urn in the Columbarium.	45.00
ii) Scattering cremated remains where the cremation took place at a crematorium other than the Southampton Crematorium.	56.00
iii) For the production of a CD of a cremation service	27.00
iv) For the production of a DVD of a	54.00

	<b>Proposed Charge (£)</b>
v) cremation service For the webcasting of a cremation service	80.00
vi) Administration fee for the arrangements of funerals under the Public Health Act	250.00

#### 4J New Memorial Options

	<b>Proposed Charge (£)</b>
Granite kerb and inscribed plaque	300.00
<u>Floris Memorial Wall Plaques</u>	
Plaque with text	252.00
Plaque with vase	274.00
Plaque with library badge	274.00
Plaque with new badge	314.00
Plaque with ceramic photo	338.00
Plaque with hand painted badge	350.00
<u>Memorial Bench Plaques</u>	
Bench plaque	150.00
<u>Valley Pond Memorials</u>	
Granite plaque text only	300.00
Granite plaque text and library logo	310.00
Granite plaque text and customer logo	350.00
Granite plaque text and ceramic photo	425.00
<u>Columbarium</u>	
Internment of ashes in Memorial Vault including:	
plaque with text	800.00
Plaque with vase	822.00
Plaque with library badge	822.00
Plaque with new badge	862.00
Plaque with ceramic photo	886.00
Plaque with hand painted badge	898.00
Posy Vase with plaque	75.00
Children's memorials in Hollybrook's Children's garden	Prices on application
<b>All costs in 4J are inclusive of VAT and are for a 10 year lease period</b>	
<b>All memorials can be renewed for a further 10 years at 75% of the full memorial cost effective at the time of renewal.</b>	



## 5. REGISTRATION SERVICES

	<b>Proposed Charge (£)</b>
<b>Attendance at marriage or civil partnership at external approved venues</b> <ul style="list-style-type: none"> <li>- Monday to Friday</li> <li>- Saturday</li> <li>- Sunday and Bank Holiday</li> </ul>	256.50 321.50 401.00
<b>Attendance at marriage or civil partnership at Golden Jubilee Room</b> <ul style="list-style-type: none"> <li>- Monday to Thursday</li> <li>- Friday</li> <li>- Saturday</li> <li>- Sunday and Bank Holiday</li> </ul>	88.50 117.00 146.50 233.00
<b>Fee for issuing of initial licence to venues deemed suitable for the celebration of civil marriages or civil partnerships</b> <ul style="list-style-type: none"> <li>- Up to two rooms</li> <li>- Each subsequent room</li> </ul>	750.00 128.00
<b>Celebratory Services: Naming ceremonies, Renewal of wedding vows, Commitment ceremonies</b>  <u>Golden Jubilee Room/ Register Office</u> <ul style="list-style-type: none"> <li>- Monday to Friday</li> <li>- Saturday</li> <li>- Sunday and Bank Holidays</li> </ul> <u>External approved premises</u> <ul style="list-style-type: none"> <li>- Monday to Friday</li> <li>- Saturday</li> <li>- Sunday and Bank Holidays</li> </ul>	104.00 + VAT 193.50 + VAT 238.00 + VAT  142.50 + VAT 193.50 + VAT 238.00 + VAT
<b>Non-standard Citizenship ceremonies – individual ceremonies</b>  Small Marriage Room (Register Office)	

	<b>Proposed Charge (£)</b>
Marriage Room) – <u>up to 10 guests</u> :	
- Monday to Thursday (9am-4pm)	50.00
- Friday (9am-11am)	50.00
<b>Non Refundable Booking Fee</b>	
A non-refundable booking fee is chargeable <u>in addition</u> to the fee for the ceremony. This fee applies to all ceremonies: Marriage, Civil Partnership and Celebratory Ceremonies (Naming, Renewal of Vows, Commitment and Private Citizenship ceremonies).	25.50
<b>Nationality Checking Service</b>	
<u>Single Application:</u>	
Adult	50.00
Child	50.00
<u>Family Application:</u>	
Adult £50.00, child £25.00 each if applied for at the same time as parents up to a maximum of £150.00 per family, regardless of the number of children applying at the same time.	
(VAT inclusive)	
<b>Cancellation Policy</b>	
Cancellation of a Ceremony at an Approved Premise where the fee has already been paid:	
- 3 calendar months written notice	Full refund
- 2-3 calendar months written notice	50% refund
- Less than 1 calendar month written notice (or failure to cancel)	No refund
<b>Certificates</b>	
Express Fee for Certificate Issue next working day in addition to the statutory fee	5.00

## **6. HIGHWAYS**

### **Scaffold Permit Charges on or over the Public Highway**

	<b>Proposed Charge (£)</b>
Processing permit	30.00
Pre-activity meeting	50.00

Weekly inspection	25.00 (per week)
Post-activity meeting	50.00
Closing permit	30.00
Deposit	£75.00 per m <sup>2</sup> Min deposit of £500.00

### Hoarding Permit Charges on or Over the Public Highway

	<b>Proposed Charge (£)</b>
Processing permit	30.00
Pre-activity meeting	50.00
Weekly inspection	25.00 (per week)
Post-activity meeting	50.00
Closing permit	30.00
Deposit	£75.00 per m <sup>2</sup> Min deposit of £500.00

### New Roads and Street Works Act 1991 – S171 Permit to excavate in the public highway

	<b>Proposed Charge (£)</b>
Inspections (increasing from three to four)	200.00 (four)
Notices	50.00
Deposit	75.00 per m <sup>2</sup> min 500.00

### New Roads and Street Works Act 1991 – S50 Permit to excavate and place apparatus in the public highway

	<b>Proposed Charge (£)</b>
Inspections (increasing from three to four)	200.00 (four)
Notices	50.00
Deposit	75.00 per m <sup>2</sup> min 500.00

## Network Management

	<b>Proposed Charge (£)</b>
Skip	10.75
Building Materials	31.00
Section 50 Licence	185.00
Section 171 Licence	185.00
Table & Chairs Licence New application	315.00
Table & chairs Licence Annual Renewal	125.00
Crane Licence Mobile Crane	105.00
Crane Licence Tower Crane	265.00
Over-Sailing	390.00
Temporary Traffic Regulation Notice	195.00

## Historic Environment Record

	<b>Proposed Charge (£)</b>
Standard charge imposed for commercial enquiries.	£60 per hour
Priority charge imposed where information is required within two days of receipt of request.	£120 per hour

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	PROJECT INTEGRA: ANNUAL ACTION PLAN 2010 - 2015		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT		
<b>AUTHOR:</b>	Name:	Mike Thomas	Tel: 023 8083 2466
	E-mail:	michael.thomas@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

None

**SUMMARY**

The Project Integra constitution requires that each individual partner authority approves the Annual Action Plan. This report seeks the Cabinet's endorsement / approval for the Project Integra Partnership: Draft Annual Action Plan 2010 – 2015

**RECOMMENDATIONS:**

- (i) To approve the Project Integra Draft Annual Action Plan 2010-2015.

**REASONS FOR REPORT RECOMMENDATIONS**

1. The Project Integra Strategic Board is restricted to operating within the role of the Annual Action Plan. All decisions taken by the Strategic Board that have financial implications beyond those included in the Action Plan would need the council's individual approval.
2. The Project Integra Constitution does not permit the partnership to make any decisions that could give rise to financial or contractual implications for any partner authority without the support of the Board member from that authority.

**CONSULTATION**

3. External: None
4. Internal: Executive Member for Environment and Transport; Head of Waste and Fleet Transport; Legal, Democratic, Organisational Development, Financial and Property Services

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

5. The alternative would be not to adopt the Draft Action Plan. The result would be to withdraw from the Project Integra partnership. Approval of the Action Plan is a key element of the constitution.

**DETAIL**

6. Project Integra is the adopted brand name for the waste management partnership for Hampshire. Its members comprise all eleven District Councils, the two Unitary Authorities, Hampshire County Council and Veolia Environment (formally Onyx Hampshire). It is controlled by a Management

Board constituted under S101(5) and S102(1) of the Local Government Act 1972.

7. This draft Annual Action Plan is the 9<sup>th</sup> such document produced by the partnership and covers the years 2010-2015. The Action Plan concentrates on the delivery of operational priorities, projects and programmes and the funding of the Project Integra Executive. The draft Action Plan is available in the Members Rooms or on request from the author of the report or from the project Integra website.

8. The Project Integra Strategic Board will consider the draft P.I Annual Action Plan at its meeting of the 6 February 2010. Following this meeting minor amendments and updates will be added to the draft document and it will be re-circulated as a final version a few days later.

The program calls for the Annual Action Plan to be formally approved at each individual partner's Cabinet in time for the next Project Integra Strategic Board meeting on 1 April 2010.

9. **Draft Action Plan**

The Annual Action Plan is the mechanism by which the Board receives its mandate to work on behalf of the partnership. It also sets out the costs of running the Board and associated joint activities of the partnership.

Authorities may approve the Draft Action plan unreservedly or may approve it subject to a reservation in respect of any particular matter that it has concerns with. Where approval is given subject to such reservation, the Partner Authority's voting Member is not entitled to vote on the matter in question when it is subsequently considered by the Board, and any resolution of the Board on the matter in question does not bind the partner Authority.

10. The purpose of this Action Plan is to:

- Set out the strategic context in which Project Integra is working, at local, regional, national and international level and the links to the partnership's own strategic objectives,
- Provide a framework to assist in the delivery of Project Integra's key strategic objectives over the next 5 years, to March 2015

Outline the resources and performance management arrangements available to ensure delivery of those key work streams.

11. The Annual Action Plan identifies 5 strategic outcomes which will guide and focus the partnerships activities over the next 5 years. These are:

**1. Sustainable and Ethical Recycling**

Project Integra aims to deliver high level performance at an acceptable level of cost and environmental impact whilst maintaining public support and participation

**2. Eliminating Landfill**

Project Integra is committed to the eventual elimination of landfill in the context of the sustainable resource management agenda, scarce local capacity and steeply rising costs

**3. Commercial Materials Management**

Establish working group of authorities with trade waste collections

#### **4. Efficiencies/Value for Money**

There is scope for joint working particularly in waste collection to achieve economies of scale such as optimising rounds and pooling resources

#### **5. Leadership and Influence**

Project Integra has been successful in influencing the national agenda, securing external funding and delivering behavioural change locally. The partnership must continue to invest time and resources in this key strategic outcome in support of the other elements of the Action Plan.

12. More for Less objectives figure significantly in the document, the Council endorses the objectives in More for Less, particularly in the wider development of sustainable and energy efficient policies. Climate change priority targets can be addressed through the Material Resources Strategy (MRS), Partnership for Urban South Hampshire (PUSH) and Project Integra processes.
13. Two areas where Project Integra has been influential in 2008/09 are in the areas of glass income and lobbying for increasing Hampshire's recycling performance.
14. The Project Integra Executive Officer recently led a county wide re-negotiation of the glass processing contract with Recresco: this has increased the cities income from the sale of glass from just over £10,000 in 2008/09 to an estimated £24,000 in 2009/10.
15. Project Integra is co-ordinating the procurement of a new county wide glass processing contract due to start in February 2011; a significant increase in income from the sale of glass is expected based on the results of recent market testing. Portsmouth City Council has agreed to be the procuring authority.
16. The Project Integra Chairman has written to Hilary Benn, Secretary of State for Environment, Food and Rural Affairs, underlying inequalities in the calculation of recycling performance, namely that incinerator bottom ash and metals which are recycled in Hampshire cannot count towards individual authorities recycling performance.
17. This is at odds with other European countries and the European Waste Framework Directive which clearly defines recycling as "*any recovery operation by which waste materials are reprocessed into products, materials or substance whether for the original or other purposes*". This is a key issue and one where Project Integra, due to its reputation and standing, is able to provide a voice of reason to influence decision makers. The counting of these materials would add nearly 15% to the cities 27% recycling rate.

### **FINANCIAL/RESOURCE IMPLICATIONS**

#### **Capital**

18. There are no capital implications.

#### **Revenue**

19. The Draft Annual Action Plan proposes that the subscription for the City Council in 2010/11 will be £45,843; this being £370 less than the 2009/10 subscription.

There will also be a £14,317 contribution to the operation of the material analysis facility (MAF) in 2010/11; this being £165 less than in 2009/10. These costs are population based and these sums are provided for within Waste Budgets.

**Property**

20. None.

**Other**

21. Not Applicable

**LEGAL IMPLICATIONS**

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

22. The councils waste disposal functions are carried out in accordance with the Environmental Protection act 1990 and associated secondary legislation.

**Other Legal Implications:**

23. None

**POLICY FRAMEWORK IMPLICATIONS**

24. The proposals are not contrary to the Councils policy framework

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

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

1.	Project Integra – Draft Action Plan 2010-2015
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**Background Documents**

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	

**Background documents available for inspection at:** N/A

**KEY DECISION?** NO

<b>WARDS/COMMUNITIES AFFECTED:</b>	ALL
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# **Project Integra**

## **Action Plan**

### **2010-2015**

***DRAFT VERSION***  
***Agreed by the***  
***Project Integra Strategic Board***  
***February 2010 for***  
***presentation to Partners***



Abbreviation	Definition or Explanation
BVPIs	Best Value Performance Indicators
CAA	Comprehensive Area Assessment
CASH	Common Approach to Safety & Health (PI meeting)
CPA	Comprehensive Performance Assessment
CSR07	The Government's Comprehensive Spending Review 2007
EfW	Energy from Waste
HIOW	Hampshire and Isle of Wight Local Government Association
HWRC	Household Waste Recycling Centre
JMWMS	Hampshire Joint Municipal Waste Management Strategy <a href="http://www.integra.org.uk/board/index.html">http://www.integra.org.uk/board/index.html</a>
LAA	Local Area Agreement
MAF	Materials Analysis Facility
MWDF	Hampshire Minerals & Waste Development Framework
MFP	Material Flow Planning
MRF	Materials Recycling Facility
MRS	Hampshire's Material Resources Strategy <a href="http://www.mrs-hampshire.org.uk">www.mrs-hampshire.org.uk</a>
NIs	National Indicators
PUSH	Partnership for Urban South Hampshire
RPI	Retail Price Index
VfM	Value for Money
WCAs	Waste Collection Authorities
WDAs	Waste Disposal Authorities
WEEE	Waste Electrical and Electronic Equipment
WRAP	Waste and Resources Action Programme

**Project Integra Partner Authorities:-**

BDBC	Basingstoke & Deane Borough Council
EHDC	East Hampshire District Council
EBC	Eastleigh Borough Council
FBC	Fareham Borough Council
GBC	Gosport Borough Council
HCC	Hampshire County Council
HWS (VES)	Hampshire Waste Services (Veolia Environmental Services)
HDC	Hart District Council
HBC	Havant Borough Council
NFDC	New Forest District Council
PCC	Portsmouth City Council
RBC	Rushmoor Borough Council
SCC	Southampton City Council
TVBC	Test Valley Borough Council
WCC	Winchester City Council

## Executive Summary

Project Integra has delivered a world-class waste management infrastructure allied to effective collection services to 670,000 households – resulting in the highest landfill diversion rate for any county in the UK. However, the partnership is now working in an increasingly complex strategic environment involving waste and materials management linked to economic growth and energy security. The partnership has to continue to adapt and move forward in order to deliver services to the public more sustainably as well as improving performance, efficiency and effectiveness under increasing financial pressures.

There are a large number of external factors and strategic drivers that impact on and affect the work of the partnership. A comprehensive list of these and the implications they may have for Project Integra are appended to the Action Plan.

Accordingly, the Project Integra Action Plan sets out the strategic outcomes which the partnership aims to deliver over the next 5 years in order to meet its long term objectives within this wider context. Each strategic outcome contains a number of specific actions which the partnership will deliver over the next 12 months. In addition it is proposed that the partnership carries out a 'fit for purpose' review of its future role, structure and resourcing.

Strategic Outcome	Key Actions
<p><b>Sustainable &amp; Ethical Recycling</b></p> <p>Project Integra aims to deliver high level performance at an acceptable level of cost and environmental impact whilst maintaining public support and participation</p>	<ul style="list-style-type: none"> <li>• Follow on from Review of Collection &amp; Processing Options</li> <li>• Measuring and addressing Performance</li> <li>• Tender new glass processing contract</li> <li>• Review market opportunities</li> <li>• Recycling in Flats, HMOs &amp; student properties</li> <li>• Assessment of Incentives &amp; Enforcement</li> </ul>
<p><b>Eliminating Landfill</b></p> <p>Project Integra is committed to the eventual elimination of landfill in the context of the sustainable resource management agenda, scarce local capacity and steeply rising costs</p>	<ul style="list-style-type: none"> <li>• Recycling on the go</li> <li>• Waste prevention strategy</li> <li>• Healthcare waste</li> </ul>

Strategic Outcome	Key Actions
<p><b>Commercial Materials Management</b></p> <p>Project Integra is seeking to provide or facilitate capacity to capture commercial recyclables in line with the national waste strategy and resource management agenda.</p>	<ul style="list-style-type: none"> <li>• Establish working group of authorities with trade waste collections</li> </ul>
<p><b>Efficiencies/Value for Money</b></p> <p>There is scope for joint working particularly in waste collection to achieve economies of scale such as optimising rounds and pooling resources</p>	<ul style="list-style-type: none"> <li>• PI officer training scheme</li> <li>• Review opportunities for joint working</li> </ul>
<p><b>Leadership and Influence</b></p> <p>Project Integra has been successful in influencing the national agenda, securing external funding and delivering behavioural change locally. The partnership must continue to invest time and resources in this key strategic outcome in support of the other elements of the Action Plan</p>	<ul style="list-style-type: none"> <li>• Targeted communications</li> <li>• Recycle week</li> <li>• Joint lobbying &amp; responses to consultations</li> <li>• Maintaining Project Integra's profile</li> </ul>

DRAFT

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DRAFT

## 1 Introduction

Over the last 15 years, Project Integra has delivered an internationally recognised waste collection and processing infrastructure to ensure a more sustainable approach to the management of waste in Hampshire could be achieved. The 2008/9 Annual Report for the partnership demonstrates the success of this – diverting 89% of waste from landfill (38% to reuse recycling and composting and 51% to energy recovery facilities).

However, much work remains to be done if the partnership is to continue to improve the management of waste as a resource, accommodate future growth in housing and rise to the challenges of the climate change and efficiency agendas which are at the heart of government policy.

This Action Plan sits alongside the Project Integra Constitution and the Hampshire Joint Municipal Waste Management Strategy (JMWMS), which are the three core documents that underpin the Project Integra partnership.

The purpose of this Action Plan is to:

- Set out the strategic context in which Project Integra is working, at local, regional, national and international levels – and identify the links to the partnership's own strategic objectives;
- Provide a framework to assist in the delivery of Project Integra's key strategic objectives over the next 5 years, to March 2015; and
- Set out the key work streams to be delivered by the partnership over the 12 months to March 2011.

## 2 Strategic Overview

The Project Integra partnership operates within a complex political, economic, social and environmental context. The objectives of the partnership are governed both by a multitude of external factors and local priorities. These strategic drivers are summarised below and described in more detail in Appendix 2, together with a summary of their implications for Project Integra.

The **Waste Strategy for England 2007**, introduces more ambitious national targets to exceed the Landfill Directive obligations and aims for 50% recycling and composting, 75% municipal waste recovery and to cut per capita levels of residual waste in half, all by 2020. The strategy also makes more explicit the Government's intention that local authorities should include commercial waste recycling in their activities.

The **Local Government White Paper**, proposes a greater role for local authorities as place shapers and a duty to co-operate between councils and with other partners – and locally the recycling and sustainable development objectives of the **Local Area Agreements** for Hampshire, Portsmouth and Southampton and **Partnership for Urban South Hampshire**.

The **2007 Comprehensive Spending Review** requires annual net efficiency savings of 3% until at least 2011. All indications are that the **recession** will result in further pressures on public spending in the next CSR. In addition, the government's commitment to continuing increases in **Landfill Tax** provides a major incentive to further reduce landfilling of Hampshire's waste – both municipal and commercial.

The **Materials Resources Strategy** (MRS) for Hampshire and Project Integra's **Joint Municipal Waste Management Strategy** (which aims to deliver the relevant municipal elements of the MRS). These strategies set ambitious targets and are helping to inform the Hampshire **Minerals and Waste Development Framework** which will set the planning context for the delivery of new infrastructure in the county.

The need for urgent action to mitigate the effects of **climate change** is an increasingly important context for our work - requiring reductions in the carbon footprint of our activities, including waste management.

### **These drivers establish the following strategic issues for Project Integra:**

- To maintain and further develop services and infrastructure to meet recycling & waste reduction targets, public expectations and future demand;
- To establish the extent to which commercial waste management can be supported by the partnership;
- To take into account impacts on climate change when making decisions; and
- To achieve these within an increasingly tight fiscal context.

### 3 The Role of Project Integra

The role of Project Integra is to provide a formal partnership approach and framework to deliver sustainable waste management in the context of Hampshire's Material Resources Strategy.

In 2001 the partner authorities set up a Joint Committee (the Project Integra Management Board) in order to increase clarity, accountability and respond in a more effective and co-ordinated way to new challenges.

The effectiveness of the Board was reviewed during 2005/6 in parallel with the development of the Joint Municipal Waste Management Strategy (JMWMS).

A number of important evolutions were agreed by the partner authorities:

- the Constitution of the Board was amended;
- the Board became the Project Integra Strategic Board to underline its strategic, rather than operational, role;
- the objective of the Board mirrors that in the JMWMS:  
*to provide a long-term solution for dealing with Hampshire's household waste in an environmentally sound, cost effective and reliable way. Success in achieving this depends on joint working between all the parties in the best interests of the community at large.*

The key to Project Integra and its successes to date is the mutual support and co-operation that exists between all the partners - the delivery of sustainable management of municipal waste in Hampshire is dependent on the continuation of this close working.

#### 3.1 Core Values

Project Integra has agreed the following core values:

- We are a partnership founded on the principle of collaboration. This approach has served Hampshire residents well for over 10 years and continues to be essential in a complex and fast-changing environment.
- We are a partnership that encourages two-way communication and where everyone has a say in what we do and how we do it.
- We explain to people why we do things, particularly when difficult or counter-intuitive decisions are made.
- We strive to be consistent in the messages we give to each other and to the wider community.
- We want to be seen as a leading example and therefore actively seek out and promote best practice.
- We aim to make objective decisions based on high quality, up to date data and we support our own research programme to assist with this.



- We see, and encourage everyone else to see, the matter we deal with as material and energy resources, not rubbish, refuse or waste.
- We encourage the view that dealing with these resources effectively is an issue for the whole community not just for particular organisations or individuals.
- We recognise the waste hierarchy and the proximity principle. Above all, however, we seek to achieve the *optimal* use of material and energy resources through a balance of the appropriate environmental, social and economic factors.
- To this end, we strive to produce and supply high quality materials for ethical and sustainable markets, where possible, in the UK.
- As a partnership, we accept that these core values can be challenged and changed, but only after significant and inclusive debate. They should be seen as a framework for moving forward in a consensual manner, not a barrier to progress.

## 4 Strategic Outcomes

Project Integra has identified five strategic outcomes which guide and focus the partnership's activities. These are:

- Sustainable and Ethical Recycling
- Eliminating Landfill
- Commercial Materials Management
- Efficiencies/Value for Money
- Leadership and Influence.

These strategic outcomes have been developed to take into account the strategic context in which Project Integra is working and specifically to:

- Ensure progress towards recycling targets in a sustainable and ethical way;
- Eliminate the landfilling of waste. This reflects the scarcity of municipal landfill sites in Hampshire and the need to control steeply rising costs resulting from the Landfill Tax Escalator;
- Focus more on dealing with commercial material alongside existing municipal waste in line with the Material Resources Strategy and the broader scope of the 2007 Waste Strategy for England;
- Deliver better value for money through greater efficiencies and partnership working in the context of the challenging 2007 Comprehensive Spending Review requirement and anticipated future spending pressures;
- Focus effort on influencing behaviour in Hampshire through communication and education and at a national level through engagement with government and industry.

Achievement of these outcomes will also contribute to the broader strategic goals of waste prevention and the mitigation of greenhouse gas emissions from waste management activities in Hampshire.

### Key Actions

Table 1 summarises the main actions proposed for 2010/11, the resources required for implementing them and the anticipated timetable. Actions are grouped under the appropriate strategic outcome. Significant actions for future years are also identified.

It should be noted that:

- Additional work will define the direction of travel resulting from the Review of Collection & Processing Options. Feedback from all partners will be obtained and the appropriate actions and resources required assessed before the Board is asked to add this to the Action Plan during the year;
- The need for several 'new' actions were identified during 2009/10 through:
  - The first workshop held as part of the Review of Collection & Processing Options; and
  - Applications made to the PI Projects Fund by individual authorities.

These are included in the summary, more detailed rationale and descriptions of each are provided in Appendix 3.

Table 1: Main Actions for Project Integra 2010/11 – 2015/16

Theme	Action	Resources		Timetable												
		PI Resources	Additional Resources	2009/10		2010/11		2011/12		2012/13		2013/14		2014/15		
				Q4	Q1	Q2	Q3	Q4								
<b>Fit for Purpose Review</b>																
	Review	Chief Executive Link, SO Core Group, Executive Director, Visits to Partners Member Workshop	External representative?	Agree approach, PRSC	Visits to Partners, Member Workshop		Report to PISB									
<b>Commercial Materials Management</b>																
	Assess development of trade waste recycling	Working group			Establish group		Report									
<b>Efficiencies &amp; Value for Money</b>																
	PI Projects Fund	ED, SO Core Group			PISB considers applicat'ns		PISB considers applicat'ns									
	Officer Training Scheme	Training Working Group	Some funds required (proposed application to PI Projects Fund)	Develop proposal, PRSC	PISB TBC		TBC									
	Health & Safety	CASH			CASH seminar											Contract extn / tender
	Abandoned Vehicles County Contract	AVCC steering group		Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Review options & opportunities							
	Joint working	PRSC														

PI Action Plan 2010-2015

Theme	Action	Resources		Timetable						
		PI Resources	Additional Resources	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	
				Q4	Q1	Q2	Q3	Q4		
<b>Sustainable &amp; Ethical Recycling</b>										
Review of Collection & Processing Options	Collection & Processing Steering Group, Collection & Processing Project Board	Likely, TBC	Partners review workshop outcome			PISB agrees additions to Action Plan	TBC	TBC	TBC	TBC
PI Glass Processing Contract (extg)	PI Glass Contract Monitoring Officer, MMG		Monitor & payments	Monitor & payments	Monitor & payments	Monitor & payments	Monitor & payments	Monitor & payments	Contract ends	Contract starts
PI Glass Processing Contract (NEW)	Glass Contract Project Group	PCC (funding agreed from PI Projects Fund)	MoU agreed, contract docs prepared	OJEU Advert	Appoint					
Contamination monitoring	MAF, MMG		Agree programme for 2010/11	Final figures 2009/10	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing
Materials markets	MMG			DMR income payments 2009/10	6 monthly update				End of news & pams contract	
Flats & HMOs	Flats Working Group, Recycling Officers	Some funds required (proposed application to PI Projects Fund), WRAP training course	Research	Site visits					Review & report	
Students (may be included in work on flats & HMOs)	PCC, SCC, others?	Some funds required (proposed application to PI Projects Fund)	TBC	TBC	TBC	TBC	TBC	TBC		
Performance	Performance Review Group, Strategy Officers, PRSC	Data analysis work	Group formed							
Incentives	PRSC, input from ED & officers									
Enforcement	PRSC, input from ED & officers									

PI Action Plan 2010-2015

Resources		Timetable								
		Additional Resources	2009/10	2010/11			2011/12	2012/13	2013/14	2014/15
Theme	Action		Q4	Q1	Q2	Q3	Q4			
<b>Minimising Landfill</b>										
	Recycling on the go	Cleansing Officers Group	Review waste analysis & schemes tried							
	Waste prevention	Waste prevention project board	Agree objectives	Present draft proposals to partners		Add into Action Plan		Implementation		
	Healthcare waste	ED, task & finish group					Review impact of protocol			
<b>Leadership &amp; Influence</b>										
	Communications action plan 2010/11	RfH, Communications Group, Authorities	Comms Workshop (Feb)	TBC	TBC	TBC	TBC			
	Targeted communications		Research	Development	Design	Trials	Analysis of results			
	Recycle Week Event	RfH, Communications Group, Authorities	Agree outline at workshop	Event (June)						
	Schools Recycling Development	RfH Education Outreach Workers	Ongoing	Ongoing	Ongoing	Ongoing	Ongoing	Review & report		
	Consultation responses & Lobbying	ED, Strategy Officers	DEFRA - IBA	As required	As required	As required	As required			
	PI profile raising	ED, Communications Group	NHHWF present'n	Ongoing	Ongoing	Ongoing	Ongoing			

## 5 Resources

Figure 1 shows the membership of Project Integra and the resources available to the partnership. Figure 2 indicates the different groups that meet as part of Project Integra and Figure 3 demonstrates the way that these combine in the delivery of this Action Plan.

Project Integra is funded by contributions from the partner authorities. Contributions are based on population and are divided into amounts for:

- the costs of the Executive function;
- Recycle for Hampshire; and
- the PI Projects Fund.

The 2010/11 budget for these is shown in Table 2. The budget increase from 2009/10 is based on the Retail Prices Index (RPI) for October. As this was -0.08% there is a small reduction in the budget for the partnership and partners' contributions compared to the previous year.

The budget for the year shows an anticipated deficit which will be met from balances carried forward from previous years.

The contributions for 2009/10 are shown in Table 3. For convenience the table also identifies partners' contributions to the operational costs of the Materials Analysis Facility (MAF). Operation of the MAF is carried out by VES under contract to the WDAs, this element is also tied to RPI and has decreased in the same way as the PI budget.

The income received by partners from the sale of dry mixed recyclables in 2008/9 is shown in Table 4. Figures for 2009/10 are expected in May 2010.

Figure 1: Project Integra - Partners & Partnership Resources

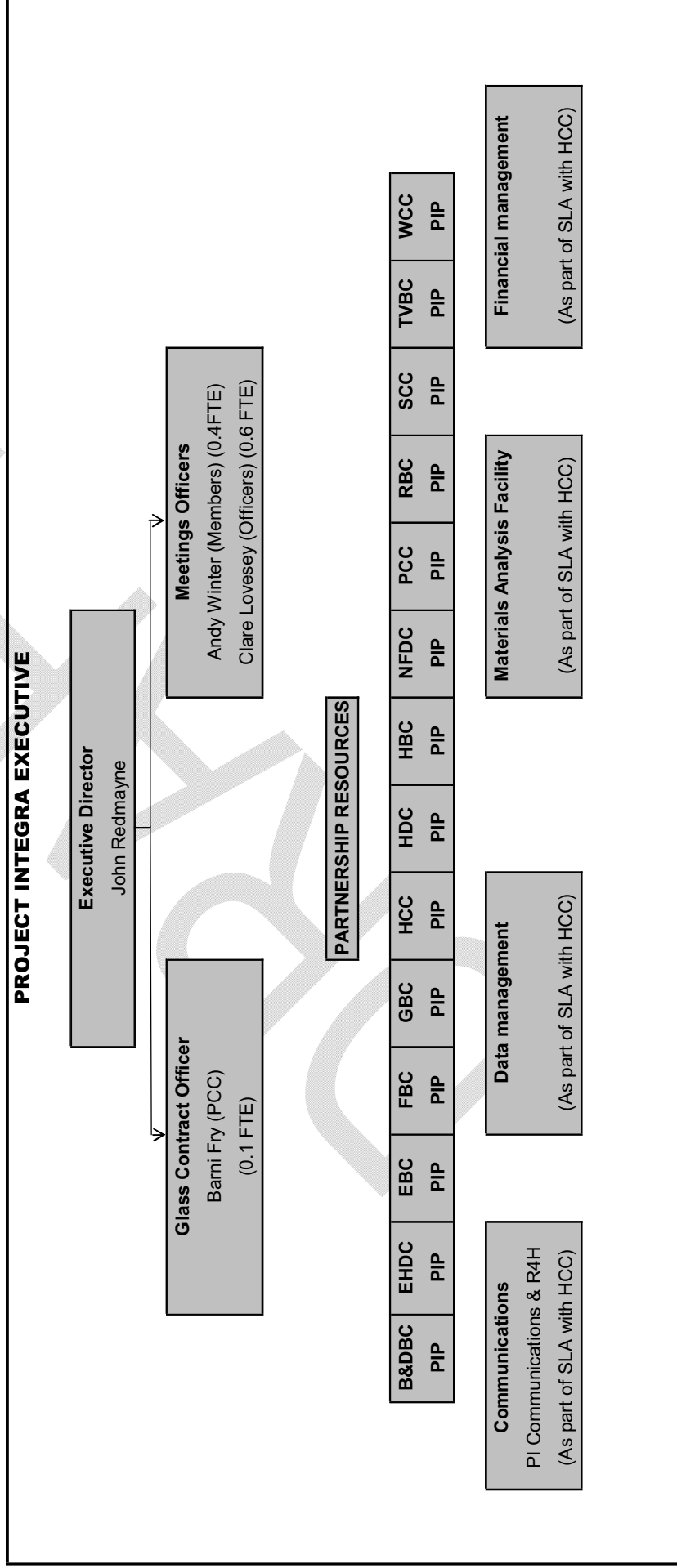
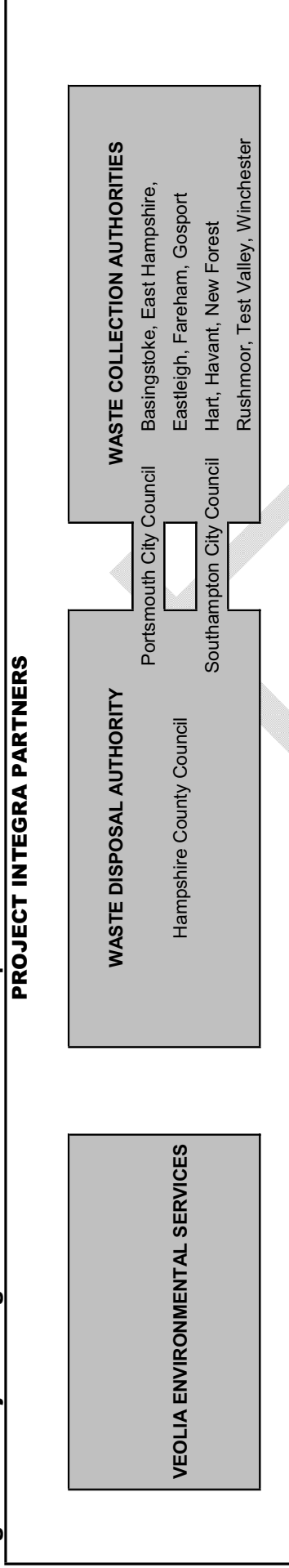




Figure 2: Project Integra - Meetings

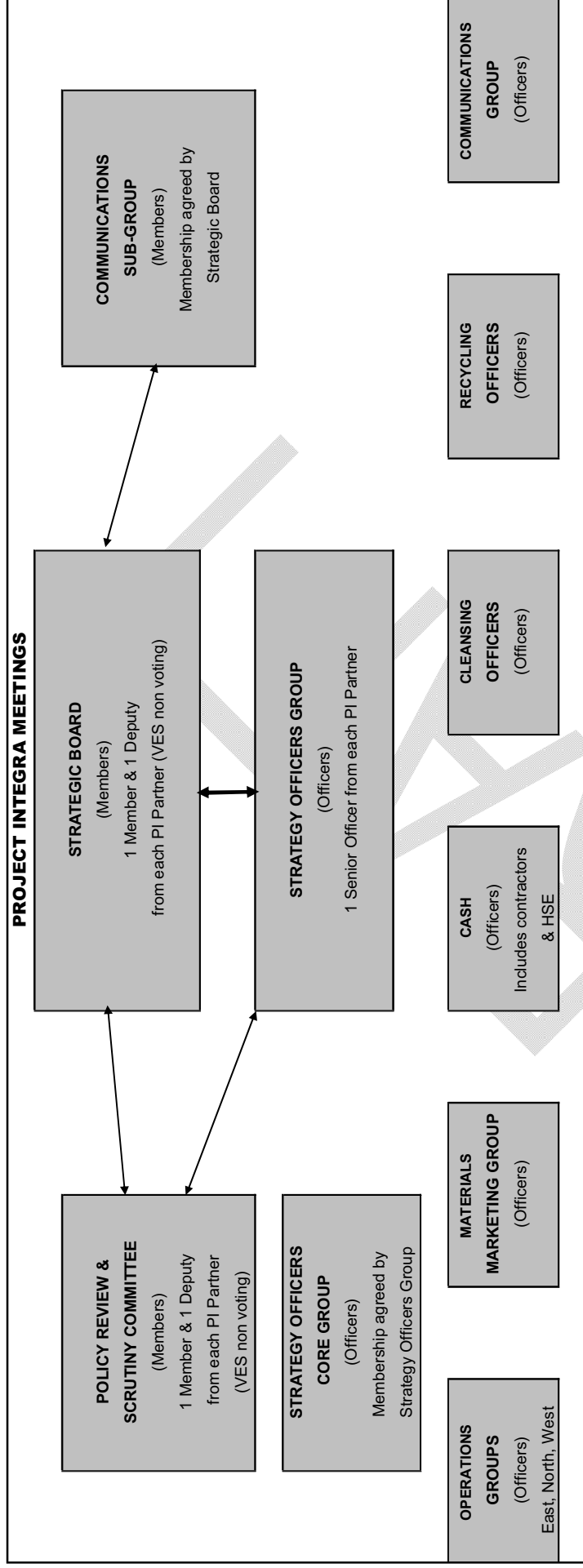


Figure 3: Project Integra – Delivery of Action Plan

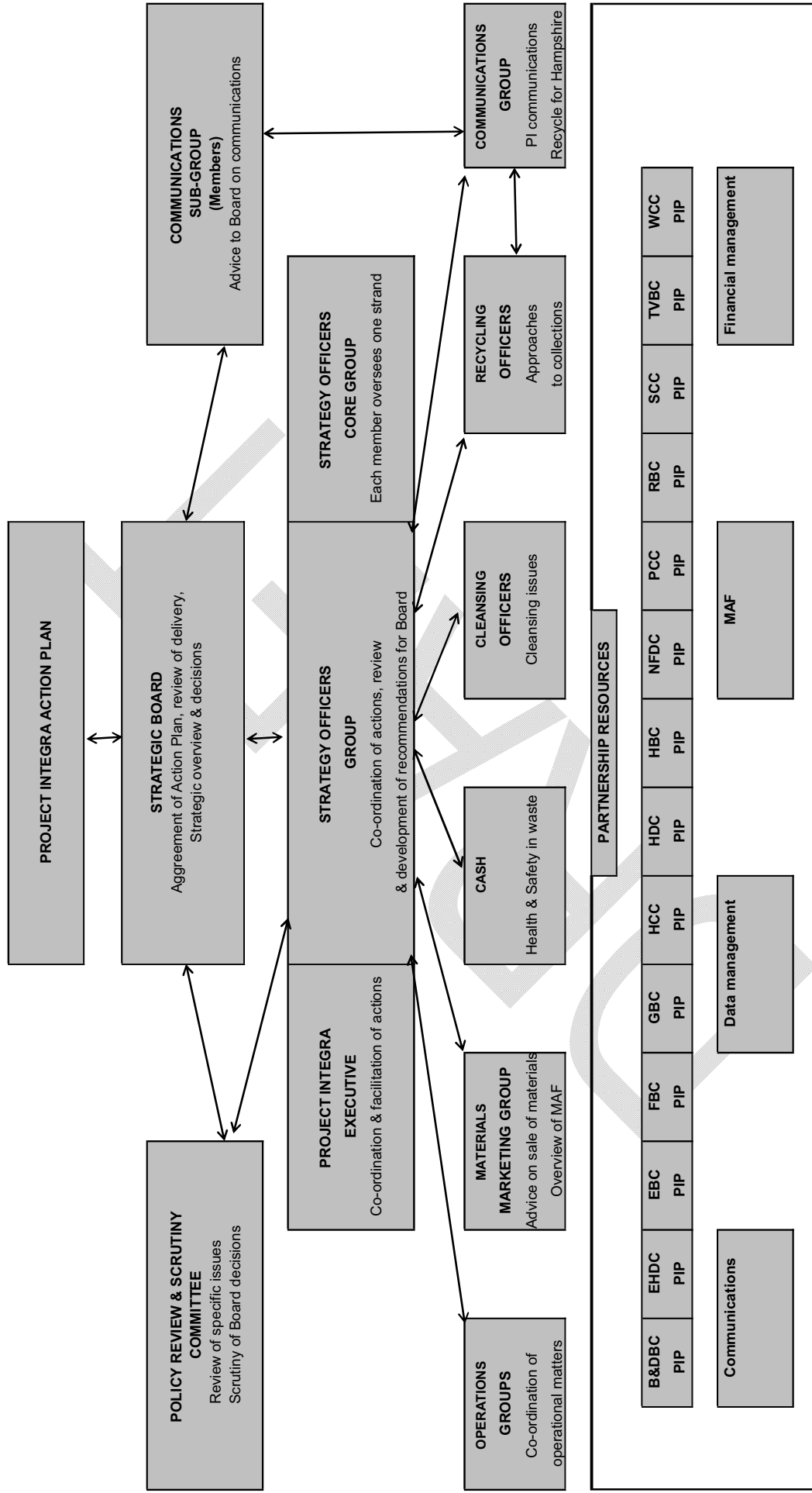


Table 2: PI Budgets 2009/10 and 2010/11

	Original Budget 2009/10	Estimated Outturn 2009/10	Budget 2010/11
<b>PI Executive</b>			
Staff Costs	124,600	123,200	125,600
Events & Activities	9,000	5,900	6,000
Other	63,700	74,800	71,800
Gross Expenditure	197,300	203,900	203,400
Total Income	186,700	186,700	185,100
<b>Net Expenditure</b>	<b>- 10,600</b>	<b>- 17,200</b>	<b>- 18,300</b>
<b>Recycle for Hampshire</b>			
Staff costs	105,500	105,500	105,500
Advertising	15,200	17,800	18,000
Resources	25,000	25,000	15,000
Website	5,000	0	7,500
Design & print	46,300	46,300	51,000
Contingency	3,000	2,000	3,000
Gross Expenditure	200,000	196,600	200,000
Total Income	200,000	200,000	200,000
<b>Net Expenditure</b>	<b>0</b>	<b>3,400</b>	<b>0</b>
<b>PI Projects Fund</b>			
PI Projects 2009/10	16,937	14,500	15,600
Gross Expenditure	16,937	14,500	15,600
Total Income	16,937	16,937	15,600
<b>Net Expenditure</b>	<b>0</b>	<b>2,437</b>	<b>0</b>

Table 3: Contributions from Project Integra Partners 2010/11

Population	Project Integra Executive			Project Integra			Recycle For Hampshire	PI Funding	Total	Combined Project Integra & MAF	
	Collection		Disposal	Project Fund	Project Fund	Total					MAF Material Analysis Facility
	£	89.49									
Contribution per 1,000 population											
Basingstoke	13,656	0	0	13,656	1,447	13,912	29,015	5,243	34,258		
East Hampshire	9,790	0	0	9,790	1,037	9,973	20,800	5,243	26,043		
Eastleigh	10,408	0	0	10,408	1,103	10,602	22,113	5,243	27,356		
Fareham	9,674	0	0	9,674	1,025	9,855	20,554	5,243	25,797		
Gosport	6,837	0	0	6,837	724	6,965	14,526	5,243	19,769		
Hart	7,481	0	0	7,481	793	7,621	15,895	5,243	21,138		
Havant	10,461	0	0	10,461	1,108	10,657	22,226	5,243	27,469		
New Forest	15,169	0	0	15,169	1,607	15,452	32,228	5,243	37,471		
Portsmouth	16,726	3,839	0	20,565	1,772	17,038	39,375	12,987	52,362		
Rushmoor	8,135	0	0	8,135	862	8,287	17,284	5,243	22,527		
Southampton	19,473	4,470	0	23,943	2,063	19,837	45,843	14,317	60,160		
Test Valley	9,835	0	0	9,835	1,042	10,019	20,896	5,243	26,139		
Winchester	9,602	0	0	9,602	1,017	9,782	20,401	5,243	25,644		
Hampshire	0	25,486	0	25,486	0	50,000	75,486	51,340	126,826		
Veolia	147,247	33,795	0	185,078	15,600	200,000	4,036	68,158	72,194		
	<b>147,247</b>	<b>33,795</b>	<b>0</b>	<b>185,078</b>	<b>15,600</b>	<b>200,000</b>	<b>4,036</b>	<b>204,473</b>	<b>605,151</b>		

Table 4: Income from Sale of Dry Mixed Recyclables 2008/9<sup>1</sup>

	Total Delivered Tonnes	Residue Rate %	Residue Amount Tonnes	Amount Recycled Tonnes	Final Income £
Basingstoke	10,723	9.75%	1,045	9,677	231,252.60
East Hampshire	9,259	7.42%	687	8,572	204,830.64
Eastleigh	9,139	10.71%	979	8,160	194,993.78
Fareham	8,710	8.83%	769	7,941	189,762.52
Gosport	5,476	12.85%	704	4,773	114,052.44
Hart	7,347	10.89%	800	6,547	156,439.34
Havant	9,766	14.24%	1,390	8,376	200,153.61
New Forest	12,687	11.92%	1,512	11,175	267,034.15
Rushmoor	5,763	11.69%	674	5,089	121,608.38
Test Valley	9,339	11.10%	1,036	8,303	198,404.17
Winchester	9,084	8.97%	815	8,269	197,612.66
Portsmouth	10,928	6.83%	747	10,181	243,297.00
Southampton	13,655	13.90%	1,898	11,757	280,960.45
<b>Total</b>	<b>121,875</b>		<b>13,056</b>	<b>108,819</b>	<b>2,600,401.73</b>

<sup>1</sup> Total income for 2009/10 will not be known until after the end of the financial year.

## 6 Reporting

The Board is kept updated on progress with the activities outlined in the Action Plan through updates on ongoing projects and final reports presented for information or decision as appropriate.

Financial reports are presented to the Board on a quarterly basis and at the end of the year. An Annual Return is made to the Audit Commission.

Comprehensive waste management performance data and performance measures are reported to the Board on a quarterly basis and at the end of the year. Performance is measured in terms of National Indicators – these are also reported to Government through Waste DataFlow. This Action Plan proposes a review of data and performance measure used by the partnership to ensure that they are appropriate for strategic review and fit with the principles of the Partnership. It is anticipated that revised reporting will be in place for 2011/12.

An Annual Report for the Partnership for 2008/9 was presented to the Board in October 2009 and summarised in a presentation at the Annual Conference. A similar report will be produced for 2009/10.

DRAFT

## 7 Conclusion

Project Integra has been recognised as a model for partnership working to deliver more sustainable waste management. However, the partnership is working in an increasingly complex strategic context and must continue to adapt and move forward in order to deliver sustainable resource management and improve its performance, efficiency and effectiveness at a time when financial pressures are increasing.

The key drivers include the Waste Strategy for England 2007, Hampshire Materials Resources Strategy and Local Area Agreements, all of which set out ambitions for enhanced waste reduction, recycling and landfill avoidance and a broadening of action beyond Project Integra's initial focus on household waste. In addition financial pressures on authorities means that efficiency and partnership working are increasingly important and influencing the debate on funding for future infrastructure.

By setting out the complex strategic context in which Project Integra is working and outlining five resultant strategic outcomes:

- Sustainable and ethical recycling;
- Eliminating landfill;
- Commercial materials management;
- Efficiencies/value for money; and
- Leadership and influence,

this Action Plan helps focus and direct the work of the Partnership over the next five years.

Each strategic outcome forms a work stream comprising a series of activities which the partnership will deliver during 2010-2011.

Delivery of these work streams will enable the partnership to further improve performance and efficiency; plan and develop infrastructure to meet the long-term objective of eliminating landfill and delivering sustainable resource management; and providing an effective approach to communications to deliver further behavioural change in Hampshire and influence wider policy making.

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## Appendix 1

### Summary of Waste Collection Arrangements 2009/10

	Residual waste	Dry mixed recyclables	Glass	Garden waste	Food waste	Trade waste	Trade recycling	Contractual arrangements	Demographics
Basingstoke & Deane	W	F		F		D		Veolia 2011	
East Hampshire	F	F	M	F				Veolia 2011	
Eastleigh	F	F	M	W	W		T	In-house	
Fareham	F	F		F*				In-house	
Gosport	F	F		F				Verdant 2009	
Hart	F	F	M	F				In-house	
Havant	F	F		F				In-house	
New Forest	W	W		F		D	D	In-house	
Portsmouth	W	F		W**				Veolia 2011	
Rushmoor	W	F	F	F				Veolia 2016	
Southampton	W	F		F			T	In-house	
Test Valley	F	F		F				In-house	
Winchester	F	F		F*				Serco 2011	

W	Included in council tax – bins or boxes	W – weekly
F	Included in council tax – sacks	F - fortnightly
M	Chargeable service - sacks	M - monthly
T	Chargeable commercial service	T – on trial
D	Bring banks only	D – with domestic

Mixed	
Majority rural	
Majority urban	

\* One sack is free – additional sacks charged

\*\* Collected with residual waste

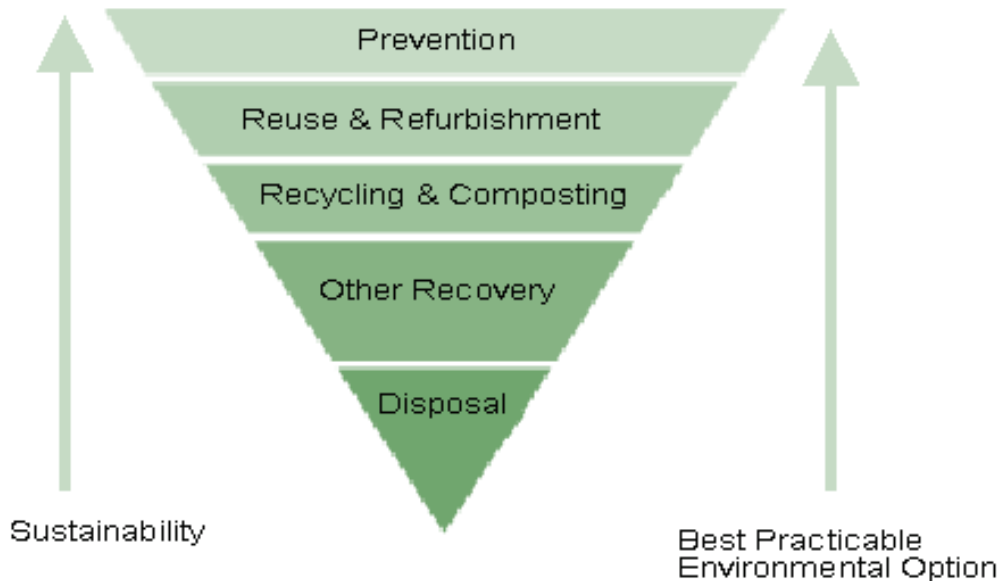


### Strategic Context

#### The Waste Hierarchy

The waste hierarchy is a well established approach which sets out a hierarchy of preference for approaches to the management of waste. It gives priority to waste prevention, and landfill disposal only as a last resort. The hierarchy is illustrated in **Error! Reference source not found.**

**Figure 4: The Waste Hierarchy**



#### The Waste Framework Directive

The European Council of Ministers adopted a revised version of the 1975 Waste Framework Directive in October 2008. The aim is to encourage the prevention, reuse and recycling of waste as well as simplifying existing legislation.

Key points include:

- 50% target for household waste recycling and reuse by 2020;
- 70% target for recycling and reuse of non-hazardous construction and demolition (C&D) waste by 2020;
- The five-step hierarchy of waste management options, with waste prevention as the preferred option, and then reuse, recycling, recovery (including energy recovery) and safe disposal, in descending order (see **Error! Reference source not found.**);
- Member States must design and implement waste prevention programmes, and the Commission is set to report periodically on progress concerning waste prevention.

The new Directive must be implemented through UK law; in 2009 the Department for Environment, Food and Rural Affairs (DEFRA) issued a consultation document on possible approaches to implementation of the Directive in England and Wales. Further indications of approaches and measures are expected in 2010.

### **Implications for Project Integra**

- *The target recycling and reuse is the same as for England's Waste Strategy and less than that in the Joint Municipal Waste Management Strategy (JMWMS);*
- *The waste hierarchy is the same as that used in England's Waste Strategy; however, the Directive includes a definition of recovery such that only incineration facilities operating above a defined level can be classed as recovery facilities;*
- *There is likely to be an increased focus on waste prevention nationally. This is an identified priority in the JMWMS but is an area where relatively little activity has taken place.*

### **Waste Strategy for England 2007**

The Government's strategic approach to waste management continues to be driven by European policy and directives. The new Waste Strategy for England 2007 builds on the previous (2000) Strategy by introducing the following key objectives:

- To decouple waste growth (in all sectors) from economic growth and put more emphasis on waste prevention and re-use. (This objective is in line with the primary objective of the **EU's Sixth Environment Action Programme**);
- To meet and exceed the **EU Landfill Directive** diversion targets for biodegradable municipal waste;
- To increase diversion from landfill of non-municipal waste and secure better integration of treatment for municipal and non-municipal waste;
- To secure the investment in infrastructure needed to divert waste from landfill and for the management of hazardous waste;
- To get the most environmental benefit from that investment, through increased recycling of resources and recovery of energy from residual waste using a mix of technologies.

Key targets within the Waste Strategy include:

- To reduce the amount of household waste not re-used, recycled or composted from over 22 million tonnes in 2000 to 16 million tonnes in 2010 with an aspiration to reduce it to 12 million tonnes in 2020 – a reduction of 45%. This is equivalent to a fall of 50% per person (from 450 kg per person in 2000 to 225 kg in 2020);
- New household waste recycling and composting national targets of at least:
  - 40% by 2010
  - 45% by 2015
  - 50% by 2020
- New national targets for recovery of municipal waste:
  - 53% by 2010
  - 67% by 2015
  - 75% by 2020.

### **Implications for Project Integra**

- *In most cases, Project Integra's ambitions already exceed the new national targets that have been set;*
- *An important exception to this is the target to reduce residual household waste arisings to 225kg per person in 2020 - this represents a significant challenge;*
- *The requirement for local authorities to take a wider role, including helping local businesses to secure effective and appropriate waste and recycling arrangements;*
- *Possible future powers to provide incentives to householders to reduce and recycle their waste (see Climate Change Act below)*

### **Household Waste Recycling Act**

This Act requires English waste collection authorities to provide a collection service for at least two types of recyclable waste to all households by 31 December 2010 unless the cost of doing this would be unreasonably high or comparable alternative arrangements are available.

### **Implications for Project Integra**

- *The BVPI results for 2007/08 include performance against BV 91b (% of households with doorstep collections of two or more materials). All but one of the Project Integra authorities report performance of 95% or more and four report 100%;*
- *Although the gap from these to 100% may be small, achieving this requires concentrated work to provide services – or alternatives to 'difficult' properties such as flats and households in multiple occupation.*

### **Landfill**

#### **Landfill Allowances Trading Scheme**

The Landfill Allowance Trading Scheme (LATS) is intended as a tool to enable the UK to meet targets set by Article 5 of the **EU Landfill Directive** for the amounts of biodegradable waste sent to landfill. Each local Waste Disposal Authority (WDA) in England has been given an allocation for the amount of biodegradable waste they can send to landfill (a landfill allowance allows an authority to landfill one tonne of biodegradable waste). The individual allocations decrease annually so that collectively England will meet the targets set in the Landfill Directive.

Under the **Waste and Emissions Trading (WET) Act**, each WDA can trade allowances (by buying, selling or, in certain years, banking them or borrowing from future years) in order to stay within their allocation. Those failing to stay within their allocation face the possibility of incurring large fines.

#### **Landfill Tax**

The landfill tax is charged on each tonne of material sent to landfill, a lower rate applies to inert material (eg rubble). The current (2009/10) rate of tax is £40 per tonne and is set to rise to £48 per tonne in April 2010. Current

indications from Government are that the increases will continue until the tax reaches a rate of £72 per tonne (2013 if the current escalator continues).

### ***Implications for Project Integra***

- *As a result of the investments in recycling and incineration facilities HCC, PCC and SCC, as the WDAs, have a surplus of landfill allowances and expect this position to continue;*
- *As a result of their policy of minimising landfill the WDAs have one of the lowest rates of landfill for municipal waste in the UK and so their exposure to these increases is less than most.*
- *However, the tax increases reinforce Project Integra's strategic priority of further reducing landfill;*
- *Waste disposal will become increasingly expensive for businesses – making implementation of waste reductions and recycling schemes more financially attractive to them.*

### **Batteries Directive**

The **EU Batteries Directive** was implemented in the UK through the **Batteries Regulations 2009**. This is a producer responsibility measure which requires that:

- All shops selling more than 32kg of batteries per year have to make provision to 'take-back' batteries from customers (from Feb 2010);
- Producers of batteries must join a Battery Compliance Scheme (BCS) which will collect and treat collected batteries;
- By 2012 at least 25% by weight of all portable batteries put on the market for the first time in the UK need to be collected for recycling - and this target increases to 45% by 2016.

These are very challenging targets as the current collection rate in the UK is estimated to be between 2 and 3% (2007).

WRAP has carried out trials of different approaches to the collection of portable batteries (kerbside collection, community drop-off, retail take-back, postal). Eastleigh participated in both the kerbside and retail take-back collection trials. The highest per capita collection rates were achieved by the kerbside schemes.

### ***Implications for Project Integra***

- *Batteries are already collected at all HWRCs in Hampshire;*
- *The Batteries Directive is a producer responsibility measure. Local authorities, though not in any way obligated under the Batteries Regulations to participate in or finance battery collection schemes, may wish to be involved in collecting batteries.*

### **Climate Change**

One of the key drivers for change is a requirement to deliver significant reductions in carbon emissions. This is at the heart of the Government's Waste Strategy for England 2007.

### **Intergovernmental Panel on Climate Change**

In its Fourth Assessment Report (released in 2007) the Intergovernmental Panel on Climate Change issued a stark warning that urgent action is needed to both adapt to the effects of climate change that are already inevitable and to mitigate greenhouse gas emissions. The panel notes that sustainable development can enhance both our capacity to adapt and mitigate climate change, reducing both our emissions and our vulnerability to climate change.

In addition, the panel notes that, while post consumer waste is a small contributor to global greenhouse gas emissions, the waste sector can positively contribute to greenhouse gas mitigation at low cost and promote sustainable development. The panel identifies a number of key mitigation practices and technologies currently commercially available, including:

- Landfill methane recovery;
- Incineration with energy recovery;
- Composting/digestion of organic waste; and
- Recycling and waste minimisation.

### **Stern Report**

The Stern Report, commissioned by the UK Government and published in 2007, examines the economics of climate change and concludes that mitigation – taking strong action to reduce greenhouse gas emissions – must be viewed as an investment. In response, the Government has expressed a commitment to address both the causes and consequences of climate change in the Climate Change Act.

### **Climate Change Act 2008**

The Climate Change Act became law on 26 November 2008, creating a new approach to managing and responding to climate change in the UK. This Act puts into statute the UK's targets to reduce greenhouse gas emissions through domestic and international action by at least 80 percent by 2050 and reduce carbon dioxide emissions 26 percent by 2020 (both against a 1990 baseline). Amongst other provisions the Act provides a power to pilot local authority incentives for household waste minimisation and recycling in five local authority areas.

### ***Implications for Project Integra***

- *Nationally there has been little interest from authorities in operating one of the 'incentives pilots'; Project Integra is no different;*
- *We increasingly need to consider our activities and future options in waste management with reference to their impact on climate change.*

### **The Local Government Agenda**

There is a strong focus in local government on reducing costs through efficiencies, economies of scale and joint working in the local government sector. In addition, the role of local authorities as place shapers and key contributors to the well-being of citizens, the development of sustainable communities and partnership working are recurring themes.

**The Lyons Inquiry** into local government identifies 4 areas where local government has a significant role to play:

- Providing safe and secure places to live;
- Helping to foster greater prosperity;
- Reducing our environmental impact by encouraging more sustainable lifestyles through engagement with citizens and performance of statutory functions; and
- Addressing levels of public trust and satisfaction.

**The Local Government White Paper** introduced a new performance framework that cut the number of national performance indicators to 200, and targets to around 50 and replaced Comprehensive Performance Assessment (CPA) with new assessment arrangements (see below). In addition, the White Paper proposed an enhanced role for councils as strategic leaders and place-shapers through stronger Local Strategic Partnerships and next-generation Local Area Agreements (LAAs) with wider scope and importance, and a duty to co-operate between councils and local partners.

In 2009 **Comprehensive Area Assessment (CAA)**, which supersedes the CPA for local government continues to seek assurances from local authorities about how well-run local public services are and how effectively they use taxpayers' money. CAA also aims to be more relevant to local people by focusing on issues that are important to their community and the development of a shared view about the challenges facing an area, such as, for example, waste management, energy, climate change and sustainable environment.

This focus on outcomes for local people requires CAA to look across councils and others responsible for local public services, which are increasingly expected to work in partnership to tackle the challenges facing their communities.

The need for a greater partnership approach is also echoed in the Government's **2007 Comprehensive Spending Review (CSR07)**. The three year Government funding settlement requires all public services to achieve at least 3% net cash-releasing value for money gains per year between 2008 and 2011. Enhanced efficiency is essential to maintain and enhance service quality in the years ahead, while staying within the resources to be allocated for the CSR07 period.

### ***Implications for Project Integra***

- *Increasing financial pressures on partner authorities will mean consideration of the cost benefits and efficiencies to be achieved when considering the development of additional recycling services;*
- *Projects relating to efficiency and the achievement of savings from waste services have particular relevance.*

### Local Area Agreements

#### Hampshire

The Local Area Agreement (LAA) for Hampshire for 2008 – 2011 forms the central performance monitoring basis for HCC and its partners through the new Comprehensive Area Assessment (CAA).

The LAA comprises 8 themes, one of which is Environment (priority G).

Within this theme there are three improvement priorities:

- To use material resources more efficiently;
- Mitigate progress of Climate Change; and
- Adapt to consequences of Climate Change.

The first priority is most directly significant to Project Integra (who is listed as a delivery partner) which has one national target and one local target:

- **NI 193: Percentage of municipal waste landfilled**  
to reduce performance progressively from a baseline of 15% progressively to 12% in 2011;
- **Local Indicator G1: Household waste recycled and composted**  
Increasing performance in recycling and composting by the Hampshire Districts and aiming for a target linked to the overall Project Integra Plan of 35% performance in urban areas and 40% in rural areas.

Climate change mitigation is also an important consideration to be taken into account in partnership activities.

#### Portsmouth

Portsmouth's LAA runs from 2008/9 – 2010/11 and comprises 10 Priorities.

Priority 5 is to 'Make Portsmouth an attractive and sustainable city'.

The main targets relevant to Project Integra are:

- **Increased recycling and composting**  
Progressively increasing performance up to 34% in 2010/11 (NB definition of this target is different to the NI as it includes additional materials recovered from incinerator bottom ash)
- **NI 193: Percentage of municipal waste landfilled**  
Progressively reducing to 12.4% in 2010/11.

#### Southampton

Southampton's LAA runs from 2007/8 – 2009/10 and comprises 4 themes, including Safer and Stronger Communities. Key Outcome 7 is 'To improve the city's environment and people's views about the quality of life within their neighbourhoods'.

The main targets relevant to Project Integra are:

- **Reduction in the percentage of municipal waste landfilled**  
Aiming for 22.10% by 2009/10 – this is now covered by NI 193
- **Increase in the percentage of municipal waste recycled**  
Aiming for 27.28% by 2009/10.

#### **Implications for Project Integra**

- *There is consensus on the priority measures for all Project Integra authorities:*
  - *Reducing waste going to landfill; and*
  - *Increasing reuse, recycling and composting,*

*these are consistent with the Joint Municipal Waste Management Strategy (see below)*

- *Consider the mitigation of climate change in all partner activities.*

### **Growth Areas in Hampshire**

There are a number of recognised growth areas in Hampshire including The Partnership for South Hampshire (PUSH), and the Basingstoke Diamond for Growth. The main aim of the growth areas is the strategic delivery of economic-led growth between now and 2026.

Such strategies for economic growth need to be environmentally sustainable and ensure that the principles of sustainability inform and determine the nature of key development proposals. These principles include, amongst others:

- stabilisation and reduction in the use of resources
- net self-sufficiency in resource recycling and waste handling
- joint decision making on targets for resource usage and planning for resource management infrastructure
- planning that takes into account necessary mitigation and adaptation measures with regard to climate change.

In 2009 Government approved plans for the development of Whitehill and Bordon in East Hampshire as an Eco-Town – this provides priority access to government funding to increase the size of the town whilst minimising environmental impacts on a wide range of different measures.

### **Implications for Project Integra**

- *The work of the Project Integra partnership supports the key growth area objectives of sustainable economic growth by ensuring the effective management of waste materials.*

### **Materials Resources Strategy (MRS)**

At the beginning of 2005 Hampshire County Council, Portsmouth City Council, Southampton City Council and Project Integra jointly facilitated the development of the Hampshire Materials Resources Strategy (MRS). The development process resulted in the publication of 'More from Less', a synopsis of seventeen months of stakeholder dialogue which articulates stakeholders' aspirations on issues related to natural resources, minerals and wastes. More From Less is intended as a primary reference point to guide and integrate 3 key work areas:

- Production of the statutory Joint Minerals and Waste Development Framework;
- Development of plans for managing municipal waste under Project Integra; and
- Implementation of societal change objectives via the Hampshire Natural Resources Initiative.

In effect the MRS represents an extension to the Community Strategies in Hampshire with a focus on natural resources. Key themes from these



## Appendix 2

Community Strategies include: protecting and enhancing Hampshire's environment, supporting Hampshire's economy, preparing for global warming, reducing the causes of environmental damage, minimising waste production, maximising recycling, re-use and composting through new practices and education and publicity campaigns, disposing of residual waste locally by sustainable means, improving urban design and combating fly-tipping.

'More from Less' identifies a number of outcomes which stakeholders wished to see delivered:

- Achieving behaviour change that maximises reuse, recycling and recovery;
- Reducing overall year on year waste growth to 1% by 2010 and 0.5% by 2020;
- Achieving an overall recycling rate of 60% by 2020 for **all** Hampshire's waste (not just household);
- Optimising the cost of recycling to public and private sectors;
- Achieving net self-sufficiency in dealing with all waste arisings by 2016;
- Maximising materials and energy recovery from unavoidable waste;
- Reducing use of landfill for all waste materials to a minimum practicable level by 2020;
- Reducing demand for new minerals to minimum practicable levels, with extraction of sand and gravel from land reduced as far as practicable;
- New sites and facilities provided meeting needs in a sustainable efficient way;
- Providing a supportive policy framework and involving all sectors of the community in delivering solutions and change.

Dealing with construction waste more effectively and ensuring much higher levels of recycling and minimisation of waste is a key priority for Hampshire County Council. Working with partners such as WRAP and PUSH the County Council have been developing best practice and putting in place appropriate policies in the Minerals and Waste Development Framework, to assist in achieving a more sustainable approach to resource use related to development activity.

### ***Implications for Project Integra***

- *More From Less identifies that a key issue for Project Integra is to maximise affordability and value for money for the council tax payers, including optimizing recycling performance across the Project Integra partnership, and maximising cost efficiencies through economies of scale and joint working.*

### **Hampshire Joint Municipal Waste Management Strategy (JMWMS)**

The JMWMS has been produced by Project Integra with the vision that by 2020, Hampshire will have a world class and sustainable material resources system that maximises efficient re-use and recycling and minimises the need for disposal. It has been developed in the context of Hampshire's Material Resources Strategy. It is also closely linked to the Minerals and Waste Core

## Appendix 2

Strategy (see below), as both have been developed in parallel, using 'More from Less' as a reference point and using similar sustainability objectives and appraisal techniques.

The aims of the JMWMS include:

- To deliver the relevant municipal elements of the Material Resources Strategy;
- Win the support and understanding of the wider public;
- Make access to recycling and related facilities a positive experience for residents and businesses;
- Improve the understanding of, and contain the year on year growth in material resources generated by household consumption;
- Maximise value for money by considering the system as a whole;
- To provide suitable and sufficient processing facilities for existing and new material streams;
- Secure stable, sustainable and ethical markets for recovered materials and products;
- Ensure each partner clearly understands its roles and responsibility for delivery; and
- Meet statutory obligations and maintain Hampshire at the forefront of the waste to resources agenda.

JMWMS will deliver these aims using the following preferred approach:

**Collection** – Kerbside collection of dry mixed recyclables, glass and textiles; promote home composting and the use of food digesters; introduce chargeable kerbside green waste collections and facilitate the provision of enhanced waste electrical and electronic equipment (WEEE) 'bring' facilities at household waste recycling centres (HWRCs).

**Commercial Recycling** – Provide / facilitate collection and processing capacity to optimise the capture of recyclables from the commercial sector (recyclables that are similar in nature to those arising from the municipal waste stream).

**Waste Growth** – MRS and Regional Waste Strategy targets – reduce growth to 1% per annum by 2010 and 0.5% pa by 2020.

**Treatment of Residual** – Thermal treatment (EfW) of at least 420,000 tonnes per annum with excess residual waste being sent to landfill in the short term and further treatment in the long term.

**Landfill** – Pre-process all household waste with residues only to landfill (and minimum organics to landfill).

### ***Implications for Project Integra***

- *JMWMS states that the Project Integra partners will seek to positively contribute to the achievement of the following MRS recycling and composting targets for all waste:*
  - 50% by 2010
  - 55% by 2015
  - 60% by 2020.

## Appendix 2

- *Whilst Hampshire is clearly 'ahead of the game' in the UK waste management context, there are a number of important developments that dictate that we cannot rest on our laurels. In municipal waste management terms, the key challenges ahead can be summarised as follows:*
  - *Waste volumes have increased significantly over the assumptions on which Project Integra was based. Population growth and new development will exacerbate this problem in the years ahead;*
  - *The understanding of what can be achieved in recycling terms, together with community aspirations, has increased;*
  - *Landfill costs have risen significantly and will continue to rise through increases in Landfill Tax, increasingly making landfill the option of 'last resort' in both environmental and financial terms; and*
  - *All of the above point to a trend of increasing revenue costs for waste management for the next decade and beyond, highlighting the need for innovative approaches to contain costs / generate revenue.*
- *In addition an important complementary agenda has opened which recognises that waste management should not be an end in itself, but considered as part of the much wider climate change and sustainability agenda. There is increasing recognition that waste management can act as a catalyst to achieve wider objectives such as sustainable communities if plans are developed in an innovative way and integrated with other services from the outset.*
- *The partnership has a potential opportunity to fully adopt the material resources philosophy in an integrated sustainability solution. The aim would be to maximise linkages with wider objectives and use the need for new waste systems as a catalyst for overcoming traditional barriers to implementing new approaches. In this context, it represents a step-change in relation to the current Project Integra approach:*
  - *New infrastructure developed for recyclable/residual waste with provision for recyclable / residual waste (potentially including commercial and industrial (C&I));*
  - *The integration of waste, local energy production and sustainable transport;*
  - *Potential integration of some commercial and industrial waste streams and the creation of additional C&I waste capacity;*
  - *The development of combined heat and power infrastructure, with an emphasis on new development; and*
  - *The formation of new delivery structures to deliver these integrated solutions.*
- *The wide scope of this work would require high capital investment although there is scope for this to be shared with developers and other service providers. As this is a new approach, the revenue costs are uncertain at this stage although they would be expected to offer best value in the longer term as energy and raw material prices are predicted to increase in long-term global markets.*
- *The JMWMS was adopted in April 2006, there is a commitment to review the Strategy after five years.*

### **Minerals and Waste Development Framework**

The Core Strategy of the Minerals and Waste Development Framework (MWDF) sets out a long-term spatial vision for minerals and waste planning in Hampshire and will contain the primary policies and proposals to deliver that vision:

*“By 2020, Hampshire will have a world class and sustainable material resources system that maximizes both the efficient use of primary materials and the reuse and recycling of wastes, and minimises the need for disposal.”*

The overall approach is based on principles of improving resource efficiency by improving the sustainable design of new building, progressively slowing the pace of waste growth and maximising the recovery of value from wastes prior to landfill.

As far as possible, waste will be managed near to where it is produced and in accordance with the waste hierarchy. Value will be recovered through technically advanced re-use, recycling and composting processes, or failing that, through the recovery of energy and / or materials from the waste. The amount of waste going to landfill will be very limited in quantity and biodegradable content.

#### ***Implications for Project Integra***

- *Both the MWDF (see above) and the JMWMS are significantly based on data and principles established in the MRS (see above), this ensures consistency between these two strategic approaches.*

### **Local Public, Social and Market Pressures**

There remains continued pressure from the public in Hampshire to increase the range of materials that can be recovered for recycling. Tetrapak recycling is a good example of the difficulties that this presents in terms of ensuring that the financial and sustainability issues are well understood by both the public and the media.

The partnership benefits from the sale of recyclables, the value of which is dependent on changing market conditions both nationally and internationally. The rapid economic growth of countries like China and India has had a global effect on resource use and commodity prices - stimulating the market for secondary raw materials but also pushing up fuel prices. The recent economic downturn has seen demand and prices for many secondary materials drop dramatically.

#### ***Implications for Project Integra***

- *The partnership will continue to monitor market activity and is committed to supplying high quality secondary materials in order to ensure sustainable markets and income.*

# Description of 'New' Activities for 2010/11

## A 3.1 Targeted Communications

### Introduction

- Targeting of communications simply means delivering a tailored communications message to a specific group of households – as opposed to an (of necessity) generalised message delivered to all households.
- Targeting allows messages to be delivered more efficiently through better response rates and reduced amounts of material required outweighing the higher costs of identifying target households and (potentially) higher cost of delivering the message.
- Recycle for Hampshire has assisted Partners in delivering targeted communications such as:
  - Doorstepping and incentives campaigns which specifically targeted low-performing households (i.e. low capture and high contamination)
  - Engagement projects which trialed a range of approaches to target contamination (e.g. crew engagement and community engagement)
  - Material-specific campaigns (e.g. glass; cans)
- Key to targeting communications is the ability to identify a separate household/group of households and the message it is desired to communicate to them. To date approaches in the Partnership have focused on areas/households with 'high contamination' or 'poor performance' because it has been possible to identify households or areas where this is an issue through:
  - The data provided by the Materials Analysis Facility (MAF) – typically relating to a collection round; and
  - Contamination reports from collection crews – typically associated with the issue of red and yellow contamination warning cards to households.
- More sophisticated targeting of communications to specific socio-economic groups is of interest to most PI authorities – as evidenced by:
  - Communications being raised as a way of 'maximising the performance of what we have got' during the first workshop held as part of the Review of Collection & Processing Options; and
  - Several of the bids to the PI Projects Fund being for projects to increase recycling and reduce contamination by targeting specific socio economic groups and the use of the Mosaic database linked to targeted communications.

### Case study

- Kent Waste Partnership have developed a sophisticated approach to targeting of communications based on the combination of three information sources:
  - Mosaic database
  - MORI survey data on attitudes to recycling and waste prevention
  - Waste compositional analysis carried out with detail for different socio-economic groups
- This has resulted in a significant amount of data that has been used to identify and target communications to very specific areas.

### Recommendation for PI Action Plan 2010 – 2015

Assess the feasibility, costs and benefits of using Mosaic data to target communications:

- Using Mosaic data should enable more sophisticated communications messages to be developed that are tailored to the different attitudes and behaviours of the different socio-economic groups.
- Discussion with WRAP suggests that it is likely to be possible to develop sufficiently good waste composition mapping to allow mapping with the Mosaic database. This would be based on the countywide waste composition developed by HCC as part of the Review of Collection & Processing Options but with amendments to deliver a

reasonably accurate area based composition based on knowledge of composition variations by socio-economic group

- The resulting information will be used to deliver targeted communications – for instance on can recycling to areas where there are known to be higher levels of cans in the waste stream.

### A 3.2 Enforcement

#### Introduction

- The Clean Neighbourhoods and Environment Act (CNEA) allows local authorities to take enforcement action against individuals in relation to their failure to comply with instructions from their local authority about the placing of waste in a specified container.
- Significant numbers of authorities in England have developed approaches to the use of these powers to provide a 'measure of last resort' to back up other approaches to encouraging residents to use the recycling collection services provided to them – and thus increase recycling and reduce residual waste.
- PI Authorities have carried out extensive work on encouraging behavioural change through a wide range of approaches (leaflets, adverts, doorstepping, contamination warning notices etc) but these have not, to date, been backed up by policies on enforcement.
- Fareham BC is in the process of adopting the policies to enable it to take enforcement under the CNEA.
- Enforcement policies are understood to be in use by PI Authorities for a range of other 'environmental crimes' (fly-tipping, dog fouling etc) and there is a countywide meeting of 'Enforcement Officers'.

#### Recommendation for PI Action Plan 2010 – 2015

This action should be considered in tandem with that for recycling incentive schemes.

Review of enforcement by PRSC.

- Current approaches to enforcement on environmental issues within PI authorities.
- Experience of enforcement on waste & recycling in Fareham.
- Experience of enforcement elsewhere in the UK.
- Role of Enforcement Officers Group.

The anticipated outcome of this review is unlikely to be a PI policy on enforcement – rather it is hoped that the process involved and the information provided will be useful to Partners in considering whether to develop policies on enforcement under the CNEA in their own authority.

### A 3.3 Flats & Households in Multiple Occupation

#### Introduction

- All PI authorities have within their area numbers of flats and households in multiple occupation (HMOs) (hereinafter referred to simply as 'flats').
- The Household Waste Recycling Act<sup>2</sup> requires that where English WCAs have a general duty to collect household waste they shall ensure, except in some circumstances, that by the end of 2010 they collect at least two types of recyclable waste separate from the remainder of the waste. The circumstances in which they would not have to comply would be where the cost of doing so was unreasonably high or where comparable alternative arrangements are available.
- Within Hampshire it is flats that are the type of household least likely to be receiving a collection service – so addressing this will assist authorities in meeting the requirements of the Act.

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<sup>2</sup> <http://www.defra.gov.uk/environment/waste/localauth/hwra/index.htm>

- In addition, lack of collections from flats – or poor performance by those that exist – will reduce the overall recycling performance of individual authorities – and PI as a whole.
- Initially, in most authorities recycling collection schemes were rolled out to flats as a blanket service, with all blocks of flats within a local authority's boundaries receiving the same type of collection scheme. However, blocks of flats vary considerably; from the refuse disposal methods used to the communication opportunities available, meaning that a single type of scheme is unlikely to provide the most effective recycling solution for all blocks of flats.
- Previous work within the Partnership on extending recycling collections to flats and improving the effectiveness of existing collections includes:
  - Behavioural change projects supported through the Projects Fund;
  - Sharing of issues and experience by Recycling Officers at their meetings;
  - Development of targeted communications for flats by Recycle for Hampshire.
- Despite these efforts, effective recycling from flats remains a challenge for many PI authorities – as evidenced by:
  - Several of the bids to the PI Projects Fund being for projects by individual authorities relating to collections from flats and HMOs;
  - Flats being raised as a specific issue to be addressed during the first workshop held as part of the Review of Collection & Processing Options.
- The Waste & Resources Action Programme (WRAP) have developed a guide for local authorities on providing effective recycling and food waste collection services to flats<sup>3</sup>.

### Recommendation for PI Action Plan 2010 – 2015

- Establishment of a Flats Working Group – as a sub-group of the Recycling Officers Group.
- The group to develop and work through an action plan including:
  - Strategic planning (numbers and types of flats, current nature and level of service provision)
  - Experience & issues in Hampshire (what has already been tried, evidence & research, issues)
  - Experience from elsewhere (review of case studies, site visits)
  - Implementation – general
  - Implementation – trials of different initiatives with evaluation
- Reporting back from the group to Recycling Officers Group (quarterly) and PISB.

## A 3.4 Incentives

### Introduction

- The attraction of rewarding households for participation (as opposed to penalising those not recycling through enforcement) is an attractive one.
- Previous difficulties with incentives (Defra trials in 2004/5) have been in showing a clear link between input and outcome – and the relatively high cost of achieving and maintaining an increase in performance.
- Considerable profile has been achieved over the past year for the first trials of an American recycling incentives scheme called RecycleBank.
- The first trial is in the Royal Borough of Windsor and Maidenhead, the second is now underway in Halton (Merseyside).
- The scheme rewards recyclers based on the amounts (weights) that they set out for recycling. This necessitates a wheeled bin with a chip in it to identify the individual household. Rewards are paid out as vouchers from partnering retailers.

3

[http://www.wrap.org.uk/local\\_authorities/research\\_guidance/collections\\_recycling/recycling\\_collections\\_for\\_flats/index.html](http://www.wrap.org.uk/local_authorities/research_guidance/collections_recycling/recycling_collections_for_flats/index.html)

- Other approaches to incentivising waste reduction and recycling behaviours may also warrant consideration by Members.

### **Recommendation for PI Action Plan 2010 – 2015**

This action should be considered in tandem with that for CNEA enforcement.

Maintain a watching brief on the evidence relating to approaches to recycling incentive schemes.

- It is likely to be Autumn of 2010 (at the earliest) before data from a full year of operation of the RecycleBank trials in Windsor and Maidenhead and Halton are available.
- Presentation at PI conference?

## **A3.5 Performance**

### **Introduction**

- The Partnership has developed a Joint Municipal Waste Management Strategy (JMWMS) in 2005/6.
- The JMWMS was adopted in 2006 by all Partners.
- Significant progress in implementing the JMWMS has been made across a number of themes. However, it is now clear that the Partnership recycling target of 50% by 2010 will not be achieved.
- The Review of Collection & Processing Options is an important part of strategic forward planning and will provide indications of future performance resulting from different collection and processing options.
- Performance reports are provided to the Board on a quarterly basis and a short commentary is now provided on these.
- There is, however, little by way of formal review of the reasons for changes in performance or of the implications for achievement of the JMWMS.
- Performance was raised as an issue at the first workshop on the review of collection & processing options. This typically refers to the differences in recycling performance between Partners.
- As a Partnership PI has tended to eschew the chasing of targets - for example through maximising the collection of garden waste to achieve high rates of recycling performance.
- In reality, of course, waste management data, performance and the understanding of them are complex issues and will never be an exact science. The key challenge for PI is to establish the performance measures that fit with its objectives and to develop a strategy that collects, analyses and presents data accordingly.
- A huge amount of data on waste management activities within the Partnership is collected through WasteDataFlow – it is unlikely that much by way of new data collection would be required.

### **Recommendation for PI Action Plan 2010 – 2015**

Review data and performance measures used within the Partnership

- Establish review group
- Agree the objectives & principles that form the context for performance by PI Partners and PI as a whole (PRSC?)
- Review group proposes data strategy & performance measures to PRSC
- PRSC proposes to PISB adoption of revised measures
- Revised measures put in place
- Figures reviewed by Strategy Officers quarterly
- Reports to PISB:
  - quarterly update;
  - annual review of performance and implications for Strategy.



**Project Integra Household Waste Recycling, Recovery and Disposal Infrastructure**

**Household Waste Recycling Centres (HWRCs)**

1. Aldershot
2. Alresford
3. Alton
4. Andover
5. Basingstoke
6. Bishops Waltham
7. Bordon
8. Casbrook
9. Eastleigh
10. Efford
11. Fair Oak
12. Farnborough
13. Gosport
14. Hartley Wintney
15. Havant
16. Hayling Island
17. Hedge End
18. Marchwood
19. Netley
20. Paulsgrove
21. Petersfield
22. Segensworth
23. Somerley
24. Southampton
25. Waterlooville
26. Winchester

**Composting Sites**

27. Chilbolton
28. Down End
29. Little Bushy Warren

**Materials Recovery Facilities (MRFs)**

30. Portsmouth
31. Alton

**Energy Recovery Facilities (ERFs)**

32. Chineham
33. Marchwood
34. Portsmouth

**Transfer Stations**

35. Andover
36. Basingstoke
37. Farnborough
38. Lymington
39. Marchwood
40. Netley
41. Otterbourne
42. Portsmouth

**Landfill Site**

43. Blue Haze

**Incinerator Bottom Ash (IBA) Processing\***

44. Blue Haze

**Abandoned Vehicle Recycling Facility\***

45. Silverlake Garages Ltd

**Glass Recycling Facility\***

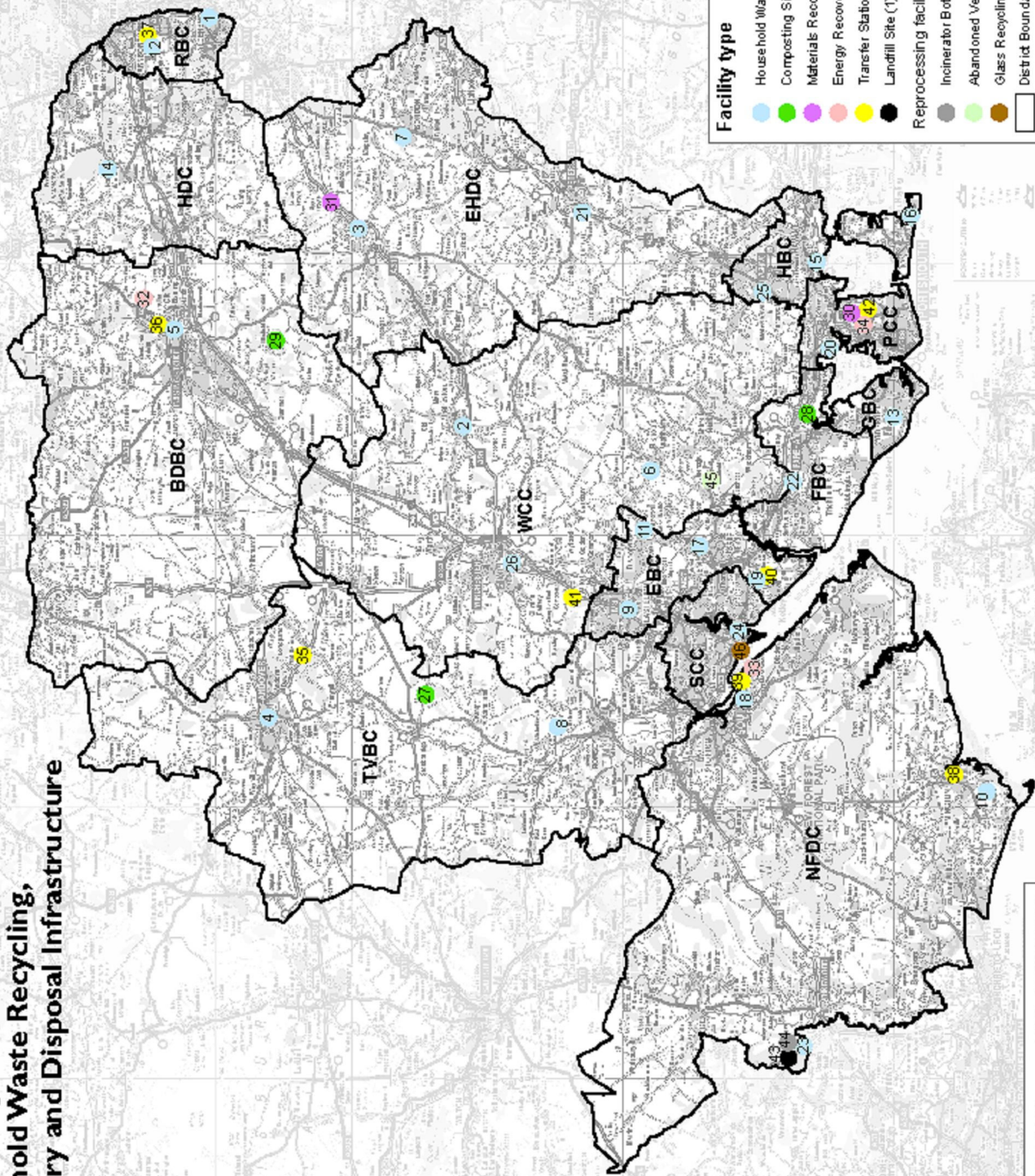
46. Recresco Ltd

Numbers refer to map of facilities

\* Reprocessing facilities provided by third party contractors

December 2009

**Project Integra  
Household Waste Recycling,  
Recovery and Disposal Infrastructure**



**Facility type**

- Household Waste Recycling Centre - HWRC (26)
- Composting Site (3)
- Materials Recovery Facility (MRF) (2)
- Energy Recovery Facility (ERF) (3)
- Transfer Station (8)
- Landfill Site (1)

Reprocessing facilities provided by third party contractors

- Incinerator Bottom Ash (IBA) Processing (1)
- Abandoned Vehicle Recycling Facility (1)
- Glass Recycling Facility (1)

District Boundaries

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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	APPROVAL TO SPEND CAPITAL FUNDING ON ENVIRONMENT AND TRANSPORT PORTFOLIO SCHEMES IN 2010/11		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT		
<b>AUTHOR:</b>	Name:	David Armstrong	Tel: 023 8083 4352
	E-mail:	dave.armstrong@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

Not applicable.

**SUMMARY**

This report provides details of the proposed Capital Programme for Environment and Transport in 2010 – 2011.

**RECOMMENDATIONS:**

- (i) To approve variations, totalling £432,000 in 2010/11, to the Environment and Transport Capital Programme agreed at Council on 17<sup>th</sup> February 2010, as detailed in Appendix 4.
- (ii) To approve, in accordance with Financial Procedure Rules, capital expenditure of £10,489,000 in 2010/11, as detailed in Appendix 2, from the total Environment and Transport Capital Programme of £21,172,000.
- (iii) To note the detail of the projects within the Capital Programme for 2010/11 as set out in Appendix 5.

**REASONS FOR REPORT RECOMMENDATIONS**

- 1 The programme has been carefully devised to ensure that the Council's priorities in respect of highways and transportation, as set out in the City of Southampton Local Transport Plan 2006 - 2011 (LTP2) are fully met.
- 2 The programme is fully in accordance with the Transport Asset Management Plan (TAMP). The individual projects make up a programme of works which will deliver a continued real improvement to the condition and safety of the highway network and promote sustainable forms of transport.
- 3 The programme includes works other than highways infrastructure improvements, e.g. Salix, Gantry Development – Energy Infrastructure.

**CONSULTATION**

- 4 This report has been the subject of extensive discussions with relevant Officers and agencies, to ensure the projects are effectively coordinated and programmed to ensure minimum detriment to businesses, local residents, public transport operators and other highway users.

- 5 Appropriate consultation will be undertaken for each project using the agreed consultation strategy.

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

- 6 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 LTP2 or deliver any noticeable improvement in the basic highway infrastructure.

### **DETAIL**

- 7 The Environment and Transport Capital Programme for 2009-10 included the delivery of a number of high profile highway infrastructure schemes such as Western Approach Flyovers bearing replacement, Portsmouth Road surfacing, Marlands Multi Storey Car Park lift refurbishment and the commencement of the relocation to Dock Gate 20 project. A total of 11 miles of carriageway surface treatment and 3.5 miles of footways have been improved within the 2009/10 financial year. In addition the programmes, of safer routes to school projects, and bus infrastructure improvements have continued. Various cycling and walking schemes were implemented. A strategic flood risk assessment and surface water management plan were commissioned. These schemes were implemented along with other works totalling £20 million.
- 8 In line with the Administration's priorities of increasing expenditure in the City's highways infrastructure, the Council is continuing to invest considerable amounts into the highway and public realm infrastructure of the City. The annual increase to capital maintenance allocation of £6 million per year agreed by the Cabinet, continues to be delivered with increasing amounts brought forward each year supplemented by additional Adhoc funding to help offset the continuing deterioration of the City's roads and footways.
- 9 It is important that investment levels continue, to stimulate private and government contributions towards the City underlining it as the principal south coast city.
- 10 The overall programme proposed for 2010-2011 totals £21,172,000.
- 11 Appendix 1 shows how the programme is funded.
- 12 Appendix 2 shows the Block Headings and the proposed spend by scheme.
- 13 Appendix 3 provides information on the description of schemes.
- 14 Appendix 4 details capital variations sought in the report to the Environment and Transport Capital Programme.
- 15 Appendix 5 shows the individual project details for 2010/11 block. Costs are indicative as it is only possible to provide detailed estimates for projects when the designs are completed, however, the indicative costs do contain contingencies appropriate to the scheme complexity.
- 16 Appendix 6 provides an indicative list of individual road projects currently identified as a high priority for 2011/12 [Not funded and not included in programme]. It is possible that the priority for some of these projects may change as the programme is developed.

- 17 The City Council has current Partnership contracts with Mott MacDonald and Colas for the delivery of technical design and construction of projects in addition to in-house resources.
- 18 A new Highway Strategic Partnership will commence in late 2010. The capital programme and its delivery timetable have been developed to manage the risk of any disruption to programme delivery during the transition period.
- 19 The Council has implemented a new corporate Project Management System, PM Connect which will improve and assist in the management of schemes and the overall programme.
- 20 Prior to any projects commencing a Project Initiation Document (PID) will be approved by the The Executive Director and The Portfolio Cabinet Member at the Environment Directorate Capital and Major Projects Board.
- 21 The Highways Service Partnership Works Delivery Board meets monthly to review progress and performance and reports exceptions to the Environment Directorate Capital and Major Projects Board.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

- 22 The Capital Programme for Environment and Transport Portfolio in 2010/11 will be £21,172,000, as approved by Council on 17<sup>th</sup> February 2010.
- 23 This capital expenditure can be fully funded as detailed in Appendix 1.
- 24 Some of this expenditure has been previously approved as indicated by the 'status of approval' column in Appendix 2.
- 25 This report seeks approval to spend for capital expenditure of £10,489,000 in 2010/11, in accordance within Financial Procedure Rules.

### **Revenue**

- 26 Subject to existing maintenance levels, the ongoing revenue consequences of these schemes can be accommodated within existing budgets.

### **Property**

- 27 There are no property implications other than those addressed under the Highways Strategic Partnership Proposals and Town Depot Relocation to Dock Gate 20.

### **Other**

- 28 No other financial / resource implications.

## **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 & 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 2006 – 2011.
- 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.



## SUPPORTING DOCUMENTATION

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

### **Appendices**

1.	Environment & Transport Capital Programme – Sources of Funding
2.	Environment & Transport Capital Programme – Approval to spend 2010/11
3.	Environment & Transport Capital Programme – Description of Schemes 2010/11.
4.	Environment & Transport Capital Programme – Capital Variations
5.	Environment & Transport Capital Programme – Details of Individual Projects for 2010/11
6.	Environment & Transport Capital Programme – Roads Block - List of Indicative Projects for 2011/12.

### **Documents In Members' Rooms**

1.	None
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### **Background Documents**

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.	Local Transport Plan	
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**Background documents available for inspection at:** Environment Directorate,  
Castle Way

**KEY DECISION?**                      Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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<b>FUNDING STREAM</b>	<b>CAPITAL FUNDING 2010/11</b>
	<b>£000</b>
<b>LTP Borrowing</b>	3,619
<b>LTP Government Grants</b>	1,633
<b>Prudential Borrowing</b>	870
<b>Council Resources</b>	7,553
<b>Capital Receipts</b>	35
<b>S106</b>	1,725
<b>Contributions</b>	213
<b>Government Grants</b>	776
<b>Other Grants</b>	521
<b>Revenue</b>	4,227
<b>Total Funding 2010/11</b>	<b>21,172</b>

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**ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME SCHEMES**  
**CAPITAL APPROVAL TO SPEND 2010/11**

Appendix 2

BLOCK	SCHEMES HEADING	CAPITAL EXPENDITURE 2010/11 £000	APPROVAL TO SPEND SOUGHT IN THIS REPORT £000	STATUS OF APPROVAL A/ P
<b>Active Travel</b>	Walking/ Pedestrian Improvements	268	268	A
	Walking - Bedford Place	771	771	A
	Cycling Improvements	864	849	A
	<b>Active Travel Total</b>	<b>1,903</b>	<b>1,888</b>	
<i>(schemes that promote walking and cycling as active modes of travel)</i>				
<b>Improved Safety</b>	Improved Safety	441	268	A
	<b>Improved Safety Total</b>	<b>441</b>	<b>268</b>	
<i>(schemes designed to specifically reduce road traffic accidents and improve road safety)</i>				
<b>Public Transport</b>	Public Transport	1,311	916	A
	<b>Public Transport Total</b>	<b>1,311</b>	<b>916</b>	
<i>(schemes and initiatives to promote public transport usage)</i>				
<b>City &amp; District Centres</b>	Local & District Centre Improvements	240	0	P
	City Centre Improvements	200	200	A
	<b>City &amp; District Centres Total</b>	<b>440</b>	<b>200</b>	
<i>(schemes to improve city and district centres)</i>				
<b>Parking</b>	Mscp 10 Yr Maint. Programme	948	0	P
	<b>Parking Total</b>	<b>948</b>	<b>0</b>	
<i>(schemes to improve the Councils multi storey car parks and ensure they are fit for purpose)</i>				
<b>Travel Planning</b>	Travel to school	250	250	A
	<b>Travel Planning Total</b>	<b>250</b>	<b>250</b>	
<i>(schemes and initiatives to support school and workplace travel plans)</i>				
<b>Accessibility</b>	Accessibility	474	474	A
	<b>Accessibility Total</b>	<b>474</b>	<b>474</b>	
<i>(schemes designed to improve access to services around the City)</i>				
<b>Highways Other</b>	Traffic Signals	200	200	A
	Andersons Rd	35	0	P
	Capital Programme Management	62	62	A
	UKPMS	100	100	A
	<b>Highways Other Total</b>	<b>397</b>	<b>362</b>	
<i>(schemes to improve the highway that do not easily fall into other categories)</i>				

**ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME SCHEMES**  
**CAPITAL APPROVAL TO SPEND 2010/11**

Appendix 2

BLOCK	SCHEMES HEADING	CAPITAL EXPENDITURE 2010/11 £000	APPROVAL TO SPEND SOUGHT IN THIS REPORT £000	STATUS OF APPROVAL A/ P
<b>Bridges</b>	Chantry Road Footbridge	252	0	P
	Itchen Bridge	1,024	0	P
	Bridges Maintenance	362	247	A
	<b>Bridges Total</b>	<b>1,638</b>	<b>247</b>	
<i>(schemes to inspect, maintain and improve the Councils 200+ structures)</i>				
<b>Street Furniture</b>	Street Furniture	400	400	A
	<b>Street Furniture Total</b>	<b>400</b>	<b>400</b>	A
<i>(schemes to replace and or enhance street furniture in the public realm)</i>				
<b>Roads</b>	Classified Roads	1,350	1,350	A
	Unclassified Roads	706	706	A
	Principal Roads	1,582	1,582	A
	Surface Treatments	872	872	A
	Highways Maintenance Risk Fund	100	100	A
	Highways Improvements Developers	358	358	A
	Roads Advance Design Fees	85	85	A
<b>Roads Total</b>	<b>5,053</b>	<b>5,053</b>		
<i>(schemes to improve the network and infrastructure of the highway)</i>				
<b>Network Management</b>	Itchen Br Motorcycle Lane	40	0	P
	ITS	100	100	A
	<b>Network Management Total</b>	<b>140</b>	<b>100</b>	
<i>(schemes to improve city and district centres)</i>				
<b>Street Lighting</b>	Street Lighting (Developers)	10	10	A
	<b>Street Lighting Total</b>	<b>10</b>	<b>10</b>	
<i>(schemes to improve the standard of lighting and thus deter crime)</i>				
<b>Environment &amp; Sustainability</b>	Carbon Emissions Inventory	19	0	P
	E-Planning PDG	321	321	A
	Salix Energy Efficiency Measures	124	0	P
	Invest To Save - Building Control	40	0	P
	<b>Environment &amp; Sustainability Total</b>	<b>504</b>	<b>321</b>	
<i>(initiatives to implement energy efficiency proposals)</i>				
<b>General Environment</b>	Relocation of Town Depot	6,100	0	P
	Geothermal Well Head Pump	65	0	P
	Essential Works to Kennels	50	0	P
	Gantry Development - Energy Infrastruct	455	0	P
	Replacement of the Cremators	466	0	P
	Refurbishment of the Crematorium	127	0	P
<b>General Environment Total</b>	<b>7,263</b>	<b>0</b>		
<i>(initiatives to implement sustainable improvements)</i>				
<b>TOTAL</b>		<b>21,172</b>	<b>10,489</b>	

**Key:**

A - Approval to spend sought by this report  
P - Previously approved capital expenditure

**ENVIRONMENT & TRANSPORT CAPITAL PROGRAMME - Appendix 3**  
**Description of Schemes 2010/11**

<b>Active Travel - £1,888,000</b>
<b>C713D – Cycle Parking – On-Street</b>
This project seeks to provide additional cycle parking provisions at key locations, including district centres and public transport interchanges.
<b>C713K – Cycle Quality Monitoring</b>
This project seeks to improve the condition of existing routes, through monitoring, and the implementation of small low cost schemes including the replacement of cycle direction signing. Routes to be reviewed include; <ul style="list-style-type: none"> <li>• The Western Approach</li> <li>• City centre to Rownhams via Shirley</li> <li>• City centre to Chilworth</li> </ul>
<b>C713Q – NCN23 Connect2 Riverside Itchen between Horseshoe Bridge and Northam Cycleway</b>
The funding award of £450,000 from the Big Lottery Fund has been allocated to Southampton to construct a cycleway “board walk” along side the River Itchen between Horseshoe Bridge, St Denys and Northam Industrial Estate. The project is included in the Environment and Transport Capital Programme and will be grant funded in arrears. Therefore, the net cost to Southampton City council will be minimal.
<b>C713V – Lordshill Area Wide Access Plan</b>
This area wide project will involve enhancing the existing walking and cycling network in the Lordshill area. This work will be carried out in conjunction with the master plan being prepared for the area.
<b>C712W – Walking – Bedford Place</b>
This is a contribution to the Bedford Place Walk to Work project and will ensure that a high quality street scene is achieved in this unique and vibrant part of the City.
<b>C713X – Cycle Missing Links</b>
This project will identify and prioritise missing links in the existing cycle network. The following missing links are proposed to be included this year: <ul style="list-style-type: none"> <li>• Queensway to Oxford Street cycle link</li> <li>• Northam Road (between Prince’s Street and Britannia Road) cycle link</li> <li>• Winchester Road cycle lanes</li> </ul>

**ENVIRONMENT & TRANSPORT CAPITAL PROGRAMME - Appendix 3**  
**Description of Schemes 2010/11**

**C712Y – Old Town Public Realm Improvements**

This project will include the proposed implementation of a 20mph zone for the Old Town.

**C520A – Police HQ Pedestrian Phase at Southern Road/Western Esplanade Junction**

This is a developer funded scheme to provide pedestrian phases across Southern Road and Western Esplanade arms of this existing traffic signal controlled junction.

**Improved Safety – £268,000**

**C7112 – Contribution to the Hampshire & Isle of Wight Safer Road Partnership**

This partnership demonstrates very high value for money in terms of reducing road traffic accidents

**C7151 – Improved Safety**

Following the analysis of traffic Accident data, local safety schemes will be implemented at the following locations;

- Spring Road/Station Road junction – footway widening and carriageway resurfacing
- Winchester Road/Hill Lane Roundabout – improve Hill Lane southbound deflection
- Spring Road/Sholing Road/South East Road junction – narrowing of Sholing Road approach
- Manor Road North/Wodehouse Road junction – re-profile junction layout by carriageway resurfacing
- Bishop Road/Wodehouse Road junction – re-profile junction layout by carriageway resurfacing

It is proposed to introduce and/or revise existing traffic signs and road markings at the following sites:

- Howard Road/Atherley Road priority junction
- Bond Road/St Catherine’s Road priority junction
- Mountbatten Way into City direction

Vehicle activated signs will continue to be provided, erected, maintained and relocated as required. These signs have proven speed reduction qualities thereby assisting in reducing speed related crashes.

Minor works local safety measures will involve investigation, evaluation, and implementation of minor engineering measures in response to concerns raised.

**ENVIRONMENT & TRANSPORT CAPITAL PROGRAMME - Appendix 3**  
**Description of Schemes 2010/11**

<b>Public Transport – £916,000</b>
<b>C3820 – Bus Stop Improvements (Developers)</b>
Contributions to improve bus stop facilities and bus service frequency enhancements.
<b>C714F – Traveline Public Transport Information</b>
This is an annual contribution to Traveline to improve accessibility to bus service information in the city.
<b>C714M – Bus Infrastructure and Stations Partnership</b>
<p>This project is ongoing from previous years and delivers drop kerbs at bus stops, bus stop improvements and minor improvement to rail stations. The Council have a statutory obligation to ensure all bus stops are compliant with the Disability Discrimination Act by 2015.</p> <p>Up to £50,000 will be spent on enhancing smaller stations and the areas and routes around them. Where this has been done in the past there has been a significant increase in usage and public satisfaction with the environment on and around the stations. This normally attracts additional third party funding leveraging in additional investment into the city.</p>
<b>C714R – Punctuality Improvement Partnership</b>
This project will involve works on Romanse infrastructure to provide bus priority at traffic signals. In addition, it will fund a number of small scale initiatives identified in the Mott MacDonald consultants report commissioned last year.
<b>C714Y – University Bus Interchange</b>
This is a contribution to Southampton University to provide a bus interchange facility at the Highfield Campus. The current interchange is at capacity and there are safety concerns involving conflicting traffic movements. Usage is now exceeding 3.5 million passengers per year and has grown on average by 500,000 per annum over the last few years. The total cost of the scheme is around £1.7 million.
<b>C6020 - Street Lighting (Developers) – £10,000</b>
This is a contribution from developers.

**ENVIRONMENT & TRANSPORT CAPITAL PROGRAMME - Appendix 3**  
**Description of Schemes 2010/11**

**City and District Centres – £200,000**

**C890A – Civic Centre Place Improvements**

This funding is required to undertake a detailed business case and design for a future improvement to the Civic Centre Place Junction.

The scheme will be submitted for regional funding if an opportunity arises.

**Travel Planning – £250,000**

**C716E – Safer Routes – Cycle storage (School Travel Plan Initiatives)**

This is an ongoing programme of works to deliver cycle storage facilities to promote sustainable travel to/from schools.

**C716J – Safer Routes - 20 mph Speed Limits and Zones**

This is an ongoing programme of works to improve road safety in areas surrounding schools and also encourage walking and cycling trips. It is proposed that 20 mph speed limit or zone be introduced around the following schools in 2010/11:

- Hightown Primary at Tunstall Road
- Bevois Town Primary at Earls Road
- Mansell Park Primary at Culver Close

**C716K – Safer Routes Minor Works**

This will involve investigation, evaluation and implementation of minor safety measures in response to any concerns raised.

**C716M – Site Specific Advice and Cycle Parking at Workplace**

This project involves working with Business Southampton or other organisations to provide advice to employers on travel plans. Part of the funding will be used to develop travel plans and the other to match fund employers contributions towards sustainable travel infrastructure. Some of the funding will be grant funded to Business Southampton who will provide the site specific advice in line with SCC developed standards. Over 50 businesses have expressed an interest in taking part.

**Accessibility - £474,000**

**C717C – Minor Mobility Schemes Programme**

This will involve investigation, evaluation and implementation of minor mobility safety measures in response to public concerns raised.



**ENVIRONMENT & TRANSPORT CAPITAL PROGRAMME - Appendix 3**  
**Description of Schemes 2010/11**

**C717E – Legible Cities Phase 2**

This project will start the roll out of a comprehensive pedestrian wayfinding system for visitors to the City Centre, with the implementation of further on-street units similar to those located in London Road. The project will also provide City Centre maps through both internet and print media.

**C717G – Crossings Programme**

This programme provides controlled pedestrian crossing facilities based on proven demand. The following locations have been prioritised:

- Paynes Road (near Freemantle Church)
- Burgess Road (between Tulip Road and Woodcote Road)

**Highway Others – £362,000**

**C3910 – Traffic Signals / Parking Signs**

As part of the ongoing refurbishment plan for traffic signals and variable message signs in the City, it is proposed that the following sites be refurbished in 2010/11

- Bitterne Bypass/Lances Hill junction
- West End Road/Lances Hill junction
- Bitterne Bypass/Bitterne Road junction
- Bursledon Road/Whites Road junction
- Bursledon Road/Bath Road junction
- Bursledon Road/Deacon Road junction
- Bursledon Road/North East Road junction
- Signs V13, V19 and V27
- Car park guidance sign communications

**C7921 – United Kingdom Pavement Management System**

The UK Pavement Management System (UKPMS) allows the City Council to provide National Indicators for Principal and Classified road condition and inform the Roads Maintenance Forwards Works Programme and Transport Asset Management Plan (TAMP).

**C7972 – Transport Asset Management Plan**

The Transport Asset Management Plan (TAMP) is a “living” document that defines our highways assets and how they are managed. It also provides the framework to determine funding requirements and work programme priorities. This project provides the resource to support the ongoing development of the document.

**ENVIRONMENT & TRANSPORT CAPITAL PROGRAMME - Appendix 3**  
**Description of Schemes 2010/11**

**C9003 – Data Collection and Monitoring**

This project involves the collection of traffic data at various locations across the city to support and assist in providing the evidence base for transport schemes and to understand traffic trends. This data is used to monitor transport indicators and informs the LTP.

**C9001 – Capital Programme Management**

To ensure the effective management of the overall Capital Programme.

**Bridges – £247,000**

This helps to ensure that the City's bridges are structurally maintained. It funds inspections, miscellaneous and minor maintenance and feasibility studies.

**Street Furniture – £400,000**

This will support the ongoing street name plate replacement programme and contribute towards street scene improvements.

**Roads – £5,053,000**

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. Individual project proposals for 2010/11 are shown in Appendix 5. A programme of developer funded improvement projects will be delivered throughout the year and be implemented in conjunction with the roads programme to minimise disruption to the public and also ensure value for money is achieved.

**Environment & Sustainability – £321,000**

**C2400 – E-Planning (Planning delivery Grant)**

This project will enable efficiencies to be delivered in the planning process.

**ENVIRONMENT & TRANSPORT CAPITAL PROGRAMME - Appendix 3**  
**Description of Schemes 2010/11**

**Network Management – £100,000**

**C6250 – Network Management Modelling**

Computer simulation models will be built for the main roads in the City's road network which will be used to evaluate the options for managing the movement of traffic. The computer models will provide a base for the evaluating major schemes and events which could affect the transport network.

**C714W – Congestion Reduction Measures**

This is an ongoing programme of investigations and improvement works into traffic congestion on the road network in Southampton.

The existing pollution reduction study in the Bevois Valley area will be continued with the modelling of the network section from Thomas Lewis Way to Charlotte Place Roundabout. The model will be used to define and evaluate the potential traffic control strategies which will be used to reduce the levels of pollution in the Bevois Valley area caused by stationery traffic.

Congestion reduction studies and network improvements will be undertaken at a number of locations across the City's road network including sections of Bursledon Road, Commercial Road, Canute Road, Shirley Road, West Quay Road, The Avenue, Cobden Avenue and Redbridge Road. The work will include traffic data collection and assessment, review of the method of operation and infrastructural improvements to deliver congestion reduction.

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**VARIATIONS TO THE ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME**

Block	Scheme No	Scheme Description	2010/11	2010/11	2010/11
			LTP Borrowing	Revenue	Total Funding 2010/11
			£000	£000	£000

<b>Transfer Funding from This Scheme</b>					
Roads	C8100	Unclassified Roads		-59	-59
<b>Transfer Funding to This Scheme</b>					
Roads	C8000	Classified Roads		59	59

<b>Transfer Funding from This Scheme</b>					
Roads	C7921	Principal Roads		-203	-203
<b>Transfer Funding to This Scheme</b>					
Roads	C8000	Classified Roads		203	203

Classified Roads: total variation (£203K + £59K) **262**

<b>Transfer Funding from This Scheme</b>					
Bridges	C7911	Bridges Maintenance	-60		-60
<b>Transfer Funding to This Scheme</b>					
Street Furniture	C8800	Street Furniture	60		60

<b>Transfer Funding from This Scheme</b>					
Active Travel	C7131	Cycling Improvements	-110		-110
<b>Transfer Funding to This Scheme</b>					
Street Furniture	C8800	Street Furniture	110		110

Street Furniture: total variation (£60K + £110K) **170**

**Total Virements** **432**

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BLOCK	SCHEMES HEADING	PROJECT HEADING	CAPITAL EXPENDITURE SCHEME TOTAL 2010/11 £000	CAPITAL EXPENDITURE TO APPROVE BY PROJECT 2010/11 £000	STATUS OF APPROVAL A/ P	
<b>Active Travel</b>	Walking/ Pedestrian Improvements	Old Town Public Realm Improvements			A	
		Police HQ - new signalised junction			A	
	Cycling Improvements	Itchen Bridge to City Centre Cycle Route		268	268	P
		Cycling - Cycle Parking On Street				A
		Cycling - Quality Monitoring				A
		NCN23 Riverside Northam to Horseshoe Bridge PM Connect 2 - City Wide				A
		Lordshill Area Access Plan				A
		Cycle Missing Links		864	849	A
	Walking - Bedford Place	Walking - Bedford Place		771	771	A
	<b>Active Travel Total</b>			<b>1,903</b>	<b>1,888</b>	
<i>(schemes that promote walking and cycling as active modes of travel)</i>						
<b>Improved Safety</b>	Improved Safety	Road Safety Partnership			A	
		Woodmill Traffic Signals			P	
		Improved Safety			A	
		Traffic Calming Priory Rd			P	
		Improved Safety - Promotion etc			P	
<b>Improved Safety Total</b>			<b>441</b>	<b>268</b>		
<i>(schemes designed to specifically reduce road traffic accidents and improve road safety)</i>						
<b>Public Transport</b>	Public Transport	Bus Stop Imps (Developers)			A	
		Traveline (PT1 2005)			A	
		Bus Stop Infrastructure			A	
		Punctuality Improvement Partnership			A	
		Southampton Central Station			P	
		University Bus Interchange			A	
		<b>Public Transport Total</b>			<b>1,311</b>	<b>916</b>
<i>(schemes and initiatives to promote public transport usage)</i>						
<b>Parking</b>	Mscp 10 Yr Maint. Programme	MSCP - West Park Electrical			P	
		MSCP - Marlands Lifts			P	
		Grosvenor Square Lifts			P	
		West Park Lifts			P	
		<b>Parking Total</b>			<b>948</b>	<b>0</b>
<i>(schemes to improve the Councils multi storey car parks and ensure they are fit for purpose)</i>						
<b>Street Lighting</b>	Street Lighting (Developers)	Street Lighting (Developers)	10	10	A	
	<b>Street Lighting Total</b>			<b>10</b>	<b>10</b>	
<i>(schemes to improve the standard of lighting and thus deter crime)</i>						
<b>Travel Planning</b>	Travel to School	Safer Routes - Cycle Storage			A	
		Safer Routes - 20pmh zones			A	
		Safer Routes - minor works			A	
		Travel Planning - Site Specific Advice			A	
		<b>Travel Planning Total</b>			<b>250</b>	<b>250</b>
<i>(schemes and initiatives to support school and workplace travel plans)</i>						
<b>Accessibility</b>	Accessibility	Legible Cities Phase 2			A	
		Minor Mobility Schemes Programme			A	
		Crossings Programme			A	
<b>Accessibility Total</b>			<b>474</b>	<b>474</b>		
<i>(schemes designed to improve access to services around the City)</i>						

BLOCK	SCHEMES HEADING	PROJECT HEADING	CAPITAL EXPENDITURE SCHEME TOTAL 2010/11 £000	CAPITAL EXPENDITURE TO APPROVE BY PROJECT 2010/11 £000	STATUS OF APPROVAL A/ P	
<b>Highways Other</b>	Traffic Signals	Traffic Signals/ Parking Signs	200	200	A	
	Andersons Road	Andersons Road	35	0	P	
	Capital Programme Management	Capital Programme Management				A
		Data Collection & Monitoring				A
			62	62		
	UKPMS	UKPMS			A	
		TAMP			A	
	<b>Highways Other Total</b>		100	100		
<i>(schemes to improve the highway that do not easily fall into other categories)</i>						
<b>Bridges</b>	Chantry Road Footbridge	Chantry Road (FootbridgeRefurbishment)	252	0	P	
	Bridges Maintenance	Bridges			A	
		Manor Road Rail Bridge (N R)				P
		Redbridge/Millbrook Flyovers-Bearing Replacement				P
			362	247		
	Itchen Bridge	Itchen Bridge Feasibility & Design Checks			P	
		Itchen Bridge Street Lighting			P	
	Itchen Bridge Repairs			P		
	<b>Bridges Total</b>		1,024	0		
<i>(schemes to inspect, maintain and improve the Councils 200+ structures)</i>						
<b>Street Furniture</b>	Street Furniture	Street Nameplates			A	
		Improved Street Scene			A	
		City Wide Benches			A	
		Road Restraint Systems			A	
				400	400	
	<b>Street Furniture Total</b>		400	400		
<i>(schemes to replace and or enhance street furniture in the public realm)</i>						
<b>Roads</b>	Principal Roads	Northam Rd - Summer Street to Northam Bridge			A	
		Winchester Road Bassett Avenue to Butterfield Road			A	
		Shirley Rd			A	
		Burseldon Road			A	
		SCRIM Policy Projects			A	
		Principal Patching			A	
		Burseldon Road Warburton Road to City Bdry			A	
			1,582	1,582		
	Classified Roads	Langhorn Road				A
		West Grove Road				A
		Richmond Road				A
		Lodge Road Inner Avenue to Bevois Hill				A
		Portwood Road Mayfield Road to Belgrave Road				A
		Wessex Lane Bend nr Halls of Residence to Wide Lane				A
		Kingsclere Avenue Winchfield Close to Burghclere Road				A
		Bernard Street Back of Walls to Queens Way				A
			1,350	1,350		
	Unclassified Roads	Dropped Crossings				A
		Windermere Ave				A
		Kathleen Road (Part) – Footway				A
		Decent Neighbourhoods				A
		Winchfield Close Jct Kingsclere Ave to end of cul de sac				A
		Priory Road St Denys Road to Kent Road				A
		Burgess Road (off Winchester Rd) Jct Winchester Road to end of cul de sac				A
		Royston Close Jct Shaftsbury Avenue to end of cul de sac				A
		Crest Way Jct Butts Road to end of cul de sac				A
				706	706	
	Roads Advance Design Fees	Advance Design Fees	85	85	A	
	Highways Improvements Developers	Highways Imp For Disabled (Developers)	358	358	A	
	Surface Treatments	Surface Treatments			A	
		Routine Maintenance			A	
			872	872		
	Highways Maintenance Risk Fund	Highways Maintenance Risk Fund	100	100	A	
	<b>Roads Total</b>		5,053	5,053		
<i>(schemes to improve the network and infrastructure of the highway)</i>						



**ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME SCHEMES  
CAPITAL SCHEMES & PROJECTS 2010/11**

**Appendix 5**

BLOCK	SCHEMES HEADING	PROJECT HEADING	CAPITAL EXPENDITURE SCHEME TOTAL 2010/11	CAPITAL EXPENDITURE TO APPROVE BY PROJECT 2010/11	STATUS OF APPROVAL
			£000	£000	
<b>Network Management</b>	Itchen Br Motorcycle Lane ITS	Itchen Br Motorcycle Lane	40	0	P
		Network Management Modelling Strategic Congestion Project			A A
	<b>Network Management Total</b>		<u>100</u>	<u>100</u>	
	<i>(schemes to improve the network and infrastructure of the highway)</i>		<b>140</b>	<b>100</b>	
<b>City &amp; District Centres</b>	Local & District Centre Improvements City Centre Improvements	Local & Dist. Centres - Woolston	240	0	P
		Civic Centre Place	200	200	A
	<b>City &amp; District Centres Total</b>		<u>440</u>	<u>200</u>	
<i>(schemes to improve city and district centres)</i>					
<b>Environment &amp; Sustainability</b>	Carbon Emissions Inventory E-Planning PDG Invest To Save - Building Control Salix Energy Efficiency Measures	Carbon Emissions Inventory	19	0	P
		E-Planning PDG	321	321	A
		Invest To Save - Building Control	40	0	P
		Salix Phase 3			P
		Bitterne CHP			P
		<b>Environment &amp; Sustainability Total</b>		<u>124</u>	<u>0</u>
<i>(initiatives to implement energy efficiency proposals)</i>		<b>504</b>	<b>321</b>		
<b>General Environment</b>	Refurbishment of the Crematorium Geothermal Well Head Pump Essential Works to Kennels Relocation of Town Depot Gantry Development - Energy Infrastruc Replacement of the Cremators	Refurbishment of the Crematorium	127	0	P
		Geothermal Well Head Pump	65	0	P
		Essential Works to Kennels	50	0	P
		Relocation of Town Depot	6,100	0	P
		Gantry Development - Energy Infrastruc	455	0	P
		Replacement of the Cremators	466	0	P
		<b>General Environment Total</b>		<u>7,263</u>	<u>0</u>
<i>(initiatives to implement sustainable improvements)</i>					
<b>TOTAL</b>			<u><b>21,172</b></u>	<u><b>10,489</b></u>	

**Key:**

A - Approval to spend sought by this report  
P - Previously approved capital expenditure

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BLOCK	SCHEMES HEADING	PROJECT HEADING	CAPITAL EXPENDITURE SCHEME TOTAL 2010/11 £000
<b>Roads</b>	Principal Roads	Romsey Road - Ordnance Survey Development	
	Principal Roads	The Avenue - Winn Road to Highfield Avenue	
	Principal Roads	Dorset Street (inbound) - Inner Avenue to Charlotte Place	
	Principal Roads	Town Quay - Orchard Place to High Street jct	
	Principal Roads	Thornhill Park - Upper Deacon Road to Pine Drive	
	Principal Roads	Redbridge Roundabout - jct M271 / A33	
	Principal Roads	Winchester Road - Romsey Road to Warren Avenue	
	Principal Roads	Winchester Road - Vinery Gardens to Hill Lane RoB	
			TBC
	Classified Roads	Lordswood Road - No.41 Lordswood Road to Hill Lane	
	Classified Roads	Peartree Avenue - Athelston Road to Spring Road	
	Classified Roads	Peartree Avenue - Spring Road to Little Lances Hill	
	Classified Roads	Palmerston Road - New Road to Pound Tree Road	
	Classified Roads	Wimpson Lane - Kendal Avenue to Slip in/out	
	Classified Roads	Cumbrian Way - Oakley Road to Wimpson Lane	
	Classified Roads	Endle Street - Elm Terrace to Canute Road	
			TBC
	Unclassified Roads	Commercial Road - Havelock Road to West Marlands Road	
	Unclassified Roads	Meadowmead Road - Tilbrook Road to Stanton Road	
			TBC
	Surface Treatments		TBC
	Decent Neighbourhoods		100
	SCRIM Policy		75
Principal Structural Patching		250	
Routine Maintenance		300	
Accessibility Dropped Crossing		75	
Highways Maintenance Risk Fund		100	
Programme Management	Principal, Classified, Unclassified roads	75	
	<b>Roads Total</b>	<b>TBC</b>	
<i>(Projects are subject to change following detailed investigation and design)</i> <i>(The priority of roads within the 2011/12 programme, as shown above, may be affected by the programme of large structural repairs currently underway)</i> <i>(schemes to improve the network and infrastructure of the highway)</i>			

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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	DISPOSAL OF LAND IN DERBY ROAD		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR HOUSING AND LOCAL SERVICES		
<b>AUTHOR:</b>	Name:	Barbara Compton	Tel: 023 8083 2155
	E-mail:	barbara.compton@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

The Confidential Appendix contains information deemed to be exempt from general publication based on Category 3 of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not in the public interest to disclose this information because publication of this information could influence bids received for a property which may be to the Council's financial detriment.

**SUMMARY**

This report seeks authority to dispose of the site of the former Neighbourhood Advice Centre at Rope Walk at market value, preferably for community use. If disposal for community use cannot be achieved then approval is sought to dispose for affordable housing use. If disposal for affordable housing use cannot be achieved then approval is sought to dispose of the site on the open market.

**RECOMMENDATIONS:**

- (i) To agree to dispose of the site at Rope Walk, Derby Rd to facilitate the provision of a community facility and retention of the community garden
- (ii) If negotiated agreement for disposal for community use, in accordance with recommendation (i) cannot be reached, to agree disposal for affordable housing use.
- (iii) In the event that recommendations (i) and (ii) cannot be achieved, to agree disposal on the open market.
- (iv) To determine that the disposal will contribute to the improvement of social well-being of residents.
- (v) Delegate authority to the Executive Director of Resources following consultation with the Cabinet Member for Resources and Workforce Planning and the Cabinet Member for Housing and Local Services, the Executive Director of Neighbourhoods and the Solicitor to the Council, to agree detailed terms of the disposal in line with the parameters set out in the Appendix to this report.

- (vi) Delegate authority to the Executive Director of Neighbourhoods following consultation with the Cabinet Member for housing and Local Services, Solicitor to the Council, Head of finance and Head of Property and Procurement to agree the future management arrangements for the Community Garden.
- (vii) Delegate authority to the Solicitor to the Council, following consultation with the Executive Director of Neighbourhoods and Executive Director of Resources to do anything necessary to give effect to the proposals contained within this report.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. The former Neighbourhood Advice Centre and car park was closed in May 2009 and the land is now surplus to Council requirements. Consultation of key stake holders has identified a desire to see the site used as a community facility.

## **CONSULTATION**

2. Consultation (from October to December 2008 ) regarding changes to the Neighbourhood Advice Service was undertaken as part of the council's 2009/10 budget setting process.
3. The council had initial discussions with Hyde Martlet Housing Association about selling this site to develop more affordable homes. Following requests from community representatives at a meeting of the Council's Cabinet on 18<sup>th</sup> January 2010 the council decided to consult more widely on the possible future uses for the site. Key stakeholders in the community were invited to a drop-in event held in the former Neighbourhood Advice Centre on Thursday 11<sup>th</sup> February 2010. They were also invited to provide comments in writing or by telephone.
4. 244 people attended the drop-in event on 11<sup>th</sup> February 2010, 92 people provided feedback comments and 11 people provided comments prior to the event.
5. Community consultation suggested the following uses for the site as listed below with a strong preference for the provision of community facilities.
  - To provide community facilities
  - Use by the Pakistani Welfare Association
  - Use as an Advice Centre
  - Used for play/young people
  - Used for the elderly
  - Used for education
  - Used by the Mosque
  - Not to be used for housing
  - Used for a soup run
  - To be kept as open space
  - Used for secular use

- Used for a car park to enable those whose homes back onto the site have rear access by car
- Used for women's groups
- Used for a Somali centre

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

6. Sell the site in the open market immediately: Whilst this option would generate a 100% usable capital receipt from the sale of the site, this might lead to development unsympathetic with the garden site at the rear of the property. It is not recommended that this option is pursued as this would not contribute to the provision of facility to benefit the local community. In the event that negotiations cannot secure this the provision of new affordable housing in the City to help meet the need for 1,391 new units of affordable housing per year identified in the Housing Needs Survey.

## **DETAIL**

7. Land at Rope Walk comprises of two elements. Firstly, the Neighbourhood Advice Centre which was decommissioned as part of the 2009/10 budget setting process. The centre was closed in May 2009 and the service reconfigured to form the Housing and Money Advice Service relocated at Southbrook Rise. This service now has a strong focus on providing an outreach service throughout the whole of Southampton. The centre has not been used since its closure and it is this land which this report seeks to dispose of.
8. Secondly, at the rear of the Centre is the Ropewalk Community Garden. This is managed by a group of volunteers, who give their time to a range of activities from gardening to arts and crafts. The 'Friends' of the Garden are a legally constituted body who have attracted funding and support from agencies such as the Environment Centre, University of Southampton and Groundwork. This proposal would not alter the nature of the Community Garden. The council supports the continuation of this project and the provision of the garden within the inner city. There is no revenue budget provision in relation to the community garden so the future operational arrangements will need to be at no cost to the Council.
9. The site is currently in the General Fund and is part of the Housing and Local Services portfolio.
10. Following requests from community representatives at a meeting of the Council's Cabinet on 18<sup>th</sup> January 2010 the Council consulted with key stakeholders on the possible future uses for the site. Feedback indicated that stakeholders wished to see this site used for the community.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

11. The disposal will generate a capital receipt. This receipt will be available to fund schemes in the General Fund capital programme.

## **Revenue**

12. There is no revenue impact. The council will not expect to revenue fund a community facility on this site. It would be required to stand alone financially including any adaptations made to the building and the costs of maintenance and repairs to the building.

## **Property**

13. The former Neighbourhood Advice Centre is surplus to Council requirements.

## **Other**

14. None.

## **LEGAL IMPLICATIONS**

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

15. The statutory power to dispose is Section 123 of the Local Government Act 1972.

### **Other Legal Implications:**

16. None.

## **POLICY FRAMEWORK IMPLICATIONS**

17. Provision of the site for community use could assist with social cohesion.

## **SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

### **Appendices**

1.	Confidential Appendix – Current Market Value
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### **Documents In Members' Rooms**

1.	None
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### **Background Documents**

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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**Background documents available for inspection at:** N/A

**KEY DECISION?** YES

<b>WARDS/COMMUNITIES AFFECTED:</b>	All, especially Bevois
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by virtue of paragraph number 3 of the Council's Access to information Proceedure Rules

Document is Confidential

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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	CENOTAPH MEMORIAL WALL.		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR LEISURE, CULTURE AND HERITAGE		
<b>AUTHOR:</b>	Name:	ELIZABETH SMITH PUBLIC ARTS OFFICER	Tel: 023 8083 2925
	E-mail:	Elizabeth.smith@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

NOT APPLICABLE

**SUMMARY**

An inspection of the Lutyen's Cenotaph has revealed erosion of the Portland limestone and inscribed Roll of Honour. Due to the high cost of re-inscription a new war memorial is proposed to be set alongside the Cenotaph.

Developed, in partnership with Southampton & Fareham Chamber of Commerce and The Royal British Legion, the proposed Cenotaph Memorial Wall will commemorate the men and women of Southampton who gave their lives serving in the Armed Forces or Merchant Navy during the Great War, World War II and post 1945 conflicts.

The Cenotaph and its setting is listed as a Grade II\* monument by English Heritage. It stands within the boundary of West Park, which forms part of Central Parks and is registered as Common Land (CL3) under the Commons Registration Act 1965. Any restricted work upon the site is subject to the consent of the Secretary of State for the Environment, Food & Rural Affairs under Section 38 of the Commons Act 2006.

Cabinet approval is required to submit a Section 38 application for consent to carry out works to place the proposed Cenotaph Memorial Wall.

**RECOMMENDATIONS:**

- (i) That Cabinet authorises officers of the City Council to apply to the Secretary of State under Section 38 of the Commons Act 2006 for consent to carry out works on registered common land (West Park) to place the proposed Cenotaph Memorial Wall.
- (ii) To delegate authority to the Executive Director of Neighbourhoods, in consultation with the Solicitor to the Council, to do anything necessary to support the proposals within the report
- (iii) Subject to the successful consent of the Secretary of State to carry out the works proposed to delegate authority to the Executive Director of Neighbourhoods in consultation with the Chief Financial Officer to approve the proposed Cenotaph Memorial Wall and add to the Neighbourhoods Capital Programme.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. To authorise officers of the City Council to apply to the Secretary of State for consent to site the proposed Cenotaph Memorial Wall on common land.
2. To authorise officers of the City Council to assist others in securing external funding to enable construction work to be carried out on common land, subject to the consent of the Secretary of State.
3. To ensure the successful delivery of the proposed Cenotaph Memorial Wall by the City Council, working in partnership with Southampton & Fareham Chamber of Commerce and The Royal British Legion.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

4. To not apply to the Secretary of State for consent to carry out works on common land (West Park) would expose the City Council to legal challenge.
5. To not proceed would result in a failure to meet the aspirations of Cabinet and residents.
6. To not secure additional funding could result in a greater reliance upon City Council budgets.

## **CONSULTATION**

7. In November 2009 English Heritage upgraded the Listed Building designation of the Cenotaph and its setting to Grade II\*. West Park itself is separately listed Grade II in the Register of Parks & Gardens. As the proposed Cenotaph Memorial Wall will require Listed Building Consent, the project officer has formally consulted with English Heritage at concept (Aug 09) and detailed design stages (Jan 10). David Brock, Historic Buildings Inspector, (South East Region) is prepared to support an application for Listed Building Consent.
8. Meetings have taken place with those City Council departments whose involvement in the planning, design, delivery and maintenance of the proposed memorial wall is essential to its success. Heritage Conservation is particularly supportive of the proposal as it is considered to complement the Cenotaph and demonstrate sensitivity and regard for its setting.
9. The Archaeology Unit has confirmed that any excavation of the site will require a watching brief.
10. Open Spaces has been involved in agreeing the general arrangement and setting out of the memorial wall to ensure views of the park are unaffected and existing seating is retained. Open Spaces manages and maintains the hard and soft landscaping that surrounds the Cenotaph and will take on the day-to-day responsibility for the memorial wall.
11. The Local Planning Authority has been consulted and its advice is that the proposed Cenotaph Memorial Wall does not require planning permission.
12. The City of Southampton Society, a registered charity dedicated to the conservation and preservation of the City's historic buildings, parks and public spaces, has commented upon and expressed support for concepts (Sept 09) and detailed designs (Jan 10).

13. Southampton Commons and Parks Protection Society aims to protect the city's parks and green spaces from any damaging activity or development. The society has viewed detailed designs (Jan 10) and confirmed it would support any applications required.
14. The Open Spaces Society is a statutory consultee of Section 38 applications. The society's Local Correspondent has viewed concepts (Sept 09) and detailed designs (Jan 10).
15. The Secretary of the Merchant Navy Association (Solent Branch) has viewed concept designs (Sept 09) and has assisted in compiling the Roll of Honour for the Great War and World War II.
16. The proposed detailed design, including model and full height sample, was publicly exhibited at the Civic Centre during 1<sup>st</sup> – 5<sup>th</sup> February 2010. Visitors had an opportunity to comment upon the design and enquire into the inclusion of service personnel within the Roll of Honour.
17. A feature promoting the memorial wall and public exhibition is published in the February/March issue of City View.
18. A media campaign building upon the success of past coverage is to be co-ordinated by the City Council's Communications team.

## **DETAIL**

19. Southampton City Council, in partnership with Southampton & Fareham Chamber of Commerce and The Royal British Legion, has commissioned the glass artist, Martin Donlin and Proto Studios to design a new war memorial to be set alongside the Cenotaph in West Park. The proposed Cenotaph Memorial Wall will commemorate the men and women at the time of their death living in Southampton, who gave their lives serving in the Armed Forces or Merchant Navy during the Great War 1914-1918, World War II or post 1945 conflicts.
20. A recent inspection of the Lutyens' Cenotaph revealed significant erosion of the Portland limestone and inscribed Roll of Honour. The high cost of re-inscription was the impetus to create a new memorial that would preserve all Cenotaph names and honour the memory of others. Two concepts were produced, one in Portland limestone, the other in toughened and laminated glass. Both were presented to English Heritage, City Council officers, key stakeholders and interested parties. The glass concept was selected for development.
21. The proposed detailed design features 2 glass walls, one set to the north, the other to the south side of the Cenotaph. Each wall comprises 4 clear float, toughened and laminated glass panels 2.85m long x 1.2m high x 32mm thick, set into a 300mm high Portland limestone base (overall height 1.5m). All edges are polished and drilled with a nominal 6mm radius at the corners. The surface is treated with a polymer clear shield coating to maintain a sparkle finish. The Roll of Honour is sandblast etched on the outer face of the glass. Each panel features 464 names set over 8 columns (3,712 in total). The capital letter height is 10mm with the text set 450mm from ground level. Site tests indicate this scale has legibility at 4m. A screen printed, monochromatic texture on the inside face affords greater definition

22. The glass panels are easily cleaned using proprietary solvents and a high pressure jet wash. If damaged, individual panels can be replaced at an estimated cost of £8K. Should any additional names for the Roll of Honour be identified post completion, these may be etched on site.
23. The Royal British Legion, Commonwealth War Graves Commission and Merchant Navy Association have assisted in the research of the Roll of Honour. The general criterion for inclusion of names is 'all armed service personnel, including the Merchant Navy, from the City of Southampton killed in action during the Great War 1914-1918, World War II or subsequent conflicts from 1945 to the present day.' To date 2,238 Great War names have been identified, including 1,992 from the Cenotaph Roll, and 906 names from WWII. The Roll of Honour for post 1945 conflicts is to be collated through public nomination.
24. The Cenotaph and its setting is listed a Grade II\* monument by English Heritage. It also stands within the boundary of West Park which is separately listed Grade II in the Register of Parks and Gardens. The proposed Cenotaph Memorial Wall is therefore subject to Listed Building Consent and Section 38 Consent under the Commons Act 2006.
25. The cost of the Cenotaph Memorial Wall is £137K. A campaign to raise funds for construction has been launched. The City Council has committed £50K and nearly £10K has been raised to date through the Memorial Wall Appeal Fund. Project completion is scheduled for autumn 2011.
26. A project programme is available within the Member's Meeting Room. The 20 month programme runs from design concept through to legal/statutory approvals to build. The project is currently at Task 40 and is on schedule. The estimated construction period is 24 weeks. Subject to planning consents and site archaeology, practical completion is planned for November 2011.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

27. To date, the cost to the Leisure & Culture Division of delivering the concept and detailed design stages of the proposed Cenotaph Memorial Wall, including the public exhibition is £11,300
28. The cost of implementing the reports recommendations is included in Appendix 1. If the Secretary of State grants consent following the Financial Procedure Rules B.23 and B.26 request authorisation by the Executive Director of Neighbourhoods following consultation with the Cabinet Member, Policy Co-ordinator and Chief Financial Officer to add the Cenotaph Memorial Wall project to the Neighbourhoods Capital Programme as detailed in recommendation (iii).
29. The City Council has publicly committed £50K, spread over two financial years (2010/11 & 2011/12), towards the delivery of the Cenotaph Memorial Wall. The £50k will be absorbed within existing Leisure, Culture and Heritage budgets.

30. Southampton & Fareham Chamber of Commerce and The Royal British Legion are activity leading on fundraising. As of 22<sup>nd</sup> January 2010 the Memorial Wall Appeal Fund has received £9,508.87 from private individuals and companies. A further £77,500 is required.

### **Revenue**

31. If progressed, the Cenotaph Memorial Wall will be owned by the City Council and managed by Open Spaces as part of its city wide parks and open spaces portfolio. The annual maintenance and inspection costs detailed below will be absorbed within existing budgets.

#### **Maintenance Costs**

Routine site cleaning/inspection	weekly	no additional cost
Cleaning of glass/stone base	quarterly	2,000
Re-application of polymer coating	annual	1,000
Structural inspection	annual	500

#### **TOTALS**

**3,500**

### **Property**

32. The proposed Cenotaph Memorial Wall has been developed as a public art commission. If progressed, it will be project led by Leisure Services and delivered by the glass artist, Martin Donlin and Proto Studios in accordance with a contract issued by the City Council.
33. On completion the memorial wall will form part of the City Council's asset register.

### **Other**

34. None

### **LEGAL IMPLICATIONS**

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

35. The status of the West Park as common land means an application to the Secretary of State under section 38 of the Commons Act 2006 for permission to carry out works is necessary.

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

36. The Cenotaph and its setting is listed a Grade II\* monument by English Heritage. West Park forms part of Central Parks which is separately listed Grade II on English Heritage's Register of Historic Parks and Gardens. The proposed Cenotaph Memorial Wall will require Listed Building Consent.
37. The conservation of the parks is of national importance and development is not permitted which would detract from their character or historic value (HE5 Local Plan Review). The Local Planning Authority has confirmed that the proposed Cenotaph Memorial Wall does not impact upon the physical environment of the site or the quality and character of Central Parks, and planning permission is not required.

- 38. In making any application, regard will need to be given to the provisions of the Hampshire Act 1983.
- 39. The proposed Cenotaph Memorial Wall would contribute to the City Council's duty under Section 17 of the Crime & Disorder Act 1998 by making the site in and around West Park safer due to increased public use. Consideration has also been given to how the design and setting out of the structure can assist in reducing instances of vandalism, misuse and abuse.

**POLICY FRAMEWORK IMPLICATIONS**

- 40. The proposed Cenotaph Memorial Wall is consistent with the City Performance Plan, Medium Term Plan, and Housing & HRA Business Plan.

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	Breakdown of costs
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**Documents In Members' Rooms**

1.	Plans and visualisations
2.	Project Programme

**Background Documents**

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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**Background documents available for inspection at:** N/A

**KEY DECISION?** No

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bargate
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## ITEM NO:25

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	CENOTAPH MEMORIAL WALL.		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR LEISURE, CULTURE AND HERITAGE		
<b>AUTHOR:</b>	Name:	ELIZABETH SMITH PUBLIC ARTS OFFICER	Tel: 023 8083 2925
	E-mail:	Elizabeth.smith@southampton.gov.uk	

### STATEMENT OF CONFIDENTIALITY

NOT APPLICABLE

### SUMMARY

An inspection of the Lutyen's Cenotaph has revealed erosion of the Portland limestone and inscribed Roll of Honour. Due to the high cost of re-inscription a new war memorial is proposed to be set alongside the Cenotaph.

Developed, in partnership with Southampton & Fareham Chamber of Commerce and The Royal British Legion, the proposed Cenotaph Memorial Wall will commemorate the men and women of Southampton who gave their lives serving in the Armed Forces or Merchant Navy during the Great War, World War II and post 1945 conflicts.

The Cenotaph and its setting is listed as a Grade II\* monument by English Heritage. It stands within the boundary of West Park, which forms part of Central Parks and is registered as Common Land (CL3) under the Commons Registration Act 1965. Any restricted work upon the site is subject to the consent of the Secretary of State for the Environment, Food & Rural Affairs under Section 38 of the Commons Act 2006.

Cabinet approval is required to submit a Section 38 application for consent to carry out works to place the proposed Cenotaph Memorial Wall.

### RECOMMENDATIONS:

- (i) That Cabinet authorises officers of the City Council to apply to the Secretary of State under Section 38 of the Commons Act 2006 for consent to carry out works on registered common land (West Park) to place the proposed Cenotaph Memorial Wall.
- (ii) To delegate authority to the Executive Director of Neighbourhoods, in consultation with the Solicitor to the Council, to do anything necessary to support the proposals within the report
- (iii) Subject to the successful consent of the Secretary of State to carry out the works proposed to delegate authority to the Executive Director of Neighbourhoods in consultation with the Chief Financial Officer to approve the proposed Cenotaph Memorial Wall and add to the Neighbourhoods Capital Programme.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. To authorise officers of the City Council to apply to the Secretary of State for consent to site the proposed Cenotaph Memorial Wall on common land.
2. To authorise officers of the City Council to assist others in securing external funding to enable construction work to be carried out on common land, subject to the consent of the Secretary of State.
3. To ensure the successful delivery of the proposed Cenotaph Memorial Wall by the City Council, working in partnership with Southampton & Fareham Chamber of Commerce and The Royal British Legion.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

4. To not apply to the Secretary of State for consent to carry out works on common land (West Park) would expose the City Council to legal challenge.
5. To not proceed would result in a failure to meet the aspirations of Cabinet and residents.
6. To not secure additional funding could result in a greater reliance upon City Council budgets.

## **CONSULTATION**

7. In November 2009 English Heritage upgraded the Listed Building designation of the Cenotaph and its setting to Grade II\*. West Park itself is separately listed Grade II in the Register of Parks & Gardens. As the proposed Cenotaph Memorial Wall will require Listed Building Consent, the project officer has formally consulted with English Heritage at concept (Aug 09) and detailed design stages (Jan 10). David Brock, Historic Buildings Inspector, (South East Region) is prepared to support an application for Listed Building Consent.
8. Meetings have taken place with those City Council departments whose involvement in the planning, design, delivery and maintenance of the proposed memorial wall is essential to its success. Heritage Conservation is particularly supportive of the proposal as it is considered to complement the Cenotaph and demonstrate sensitivity and regard for its setting.
9. The Archaeology Unit has confirmed that any excavation of the site will require a watching brief.
10. Open Spaces has been involved in agreeing the general arrangement and setting out of the memorial wall to ensure views of the park are unaffected and existing seating is retained. Open Spaces manages and maintains the hard and soft landscaping that surrounds the Cenotaph and will take on the day-to-day responsibility for the memorial wall.
11. The Local Planning Authority has been consulted and its advice is that the proposed Cenotaph Memorial Wall does not require planning permission.
12. The City of Southampton Society, a registered charity dedicated to the conservation and preservation of the City's historic buildings, parks and public spaces, has commented upon and expressed support for concepts (Sept 09) and detailed designs (Jan 10).

13. Southampton Commons and Parks Protection Society aims to protect the city's parks and green spaces from any damaging activity or development. The society has viewed detailed designs (Jan 10) and confirmed it would support any applications required.
14. The Open Spaces Society is a statutory consultee of Section 38 applications. The society's Local Correspondent has viewed concepts (Sept 09) and detailed designs (Jan 10).
15. The Secretary of the Merchant Navy Association (Solent Branch) has viewed concept designs (Sept 09) and has assisted in compiling the Roll of Honour for the Great War and World War II.
16. The proposed detailed design, including model and full height sample, was publicly exhibited at the Civic Centre during 1<sup>st</sup> – 5<sup>th</sup> February 2010. Visitors had an opportunity to comment upon the design and enquire into the inclusion of service personnel within the Roll of Honour.
17. A feature promoting the memorial wall and public exhibition is published in the February/March issue of City View.
18. A media campaign building upon the success of past coverage is to be co-ordinated by the City Council's Communications team.

## **DETAIL**

19. Southampton City Council, in partnership with Southampton & Fareham Chamber of Commerce and The Royal British Legion, has commissioned the glass artist, Martin Donlin and Proto Studios to design a new war memorial to be set alongside the Cenotaph in West Park. The proposed Cenotaph Memorial Wall will commemorate the men and women at the time of their death living in Southampton, who gave their lives serving in the Armed Forces or Merchant Navy during the Great War 1914-1918, World War II or post 1945 conflicts.
20. A recent inspection of the Lutyens' Cenotaph revealed significant erosion of the Portland limestone and inscribed Roll of Honour. The high cost of re-inscription was the impetus to create a new memorial that would preserve all Cenotaph names and honour the memory of others. Two concepts were produced, one in Portland limestone, the other in toughened and laminated glass. Both were presented to English Heritage, City Council officers, key stakeholders and interested parties. The glass concept was selected for development.
21. The proposed detailed design features 2 glass walls, one set to the north, the other to the south side of the Cenotaph. Each wall comprises 4 clear float, toughened and laminated glass panels 2.85m long x 1.2m high x 32mm thick, set into a 300mm high Portland limestone base (overall height 1.5m). All edges are polished and drilled with a nominal 6mm radius at the corners. The surface is treated with a polymer clear shield coating to maintain a sparkle finish. The Roll of Honour is sandblast etched on the outer face of the glass. Each panel features 464 names set over 8 columns (3,712 in total). The capital letter height is 10mm with the text set 450mm from ground level. Site tests indicate this scale has legibility at 4m. A screen printed, monochromatic texture on the inside face affords greater definition

22. The glass panels are easily cleaned using proprietary solvents and a high pressure jet wash. If damaged, individual panels can be replaced at an estimated cost of £8K. Should any additional names for the Roll of Honour be identified post completion, these may be etched on site.
23. The Royal British Legion, Commonwealth War Graves Commission and Merchant Navy Association have assisted in the research of the Roll of Honour. The general criterion for inclusion of names is 'all armed service personnel, including the Merchant Navy, from the City of Southampton killed in action during the Great War 1914-1918, World War II or subsequent conflicts from 1945 to the present day.' To date 2,238 Great War names have been identified, including 1,992 from the Cenotaph Roll, and 906 names from WWII. The Roll of Honour for post 1945 conflicts is to be collated through public nomination.
24. The Cenotaph and its setting is listed a Grade II\* monument by English Heritage. It also stands within the boundary of West Park which is separately listed Grade II in the Register of Parks and Gardens. The proposed Cenotaph Memorial Wall is therefore subject to Listed Building Consent and Section 38 Consent under the Commons Act 2006.
25. The cost of the Cenotaph Memorial Wall is £137K. A campaign to raise funds for construction has been launched. The City Council has committed £50K and nearly £10K has been raised to date through the Memorial Wall Appeal Fund. Project completion is scheduled for autumn 2011.
26. A project programme is available within the Member's Meeting Room. The 20 month programme runs from design concept through to legal/statutory approvals to build. The project is currently at Task 40 and is on schedule. The estimated construction period is 24 weeks. Subject to planning consents and site archaeology, practical completion is planned for November 2011.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

27. To date, the cost to the Leisure & Culture Division of delivering the concept and detailed design stages of the proposed Cenotaph Memorial Wall, including the public exhibition is £11,300
28. The cost of implementing the reports recommendations is included in Appendix 1. If the Secretary of State grants consent following the Financial Procedure Rules B.23 and B.26 request authorisation by the Executive Director of Neighbourhoods following consultation with the Cabinet Member, Policy Co-ordinator and Chief Financial Officer to add the Cenotaph Memorial Wall project to the Neighbourhoods Capital Programme as detailed in recommendation (iii).
29. The City Council has publicly committed £50K, spread over two financial years (2010/11 & 2011/12), towards the delivery of the Cenotaph Memorial Wall. The £50k will be absorbed within existing Leisure, Culture and Heritage budgets.

30. Southampton & Fareham Chamber of Commerce and The Royal British Legion are activity leading on fundraising. As of 22<sup>nd</sup> January 2010 the Memorial Wall Appeal Fund has received £9,508.87 from private individuals and companies. A further £77,500 is required.

### **Revenue**

31. If progressed, the Cenotaph Memorial Wall will be owned by the City Council and managed by Open Spaces as part of its city wide parks and open spaces portfolio. The annual maintenance and inspection costs detailed below will be absorbed within existing budgets.

#### **Maintenance Costs**

Routine site cleaning/inspection	weekly	no additional cost
Cleaning of glass/stone base	quarterly	2,000
Re-application of polymer coating	annual	1,000
Structural inspection	annual	500

#### **TOTALS**

**3,500**

### **Property**

32. The proposed Cenotaph Memorial Wall has been developed as a public art commission. If progressed, it will be project led by Leisure Services and delivered by the glass artist, Martin Donlin and Proto Studios in accordance with a contract issued by the City Council.
33. On completion the memorial wall will form part of the City Council's asset register.

### **Other**

34. None

### **LEGAL IMPLICATIONS**

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

35. The status of the West Park as common land means an application to the Secretary of State under section 38 of the Commons Act 2006 for permission to carry out works is necessary.

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

36. The Cenotaph and its setting is listed a Grade II\* monument by English Heritage. West Park forms part of Central Parks which is separately listed Grade II on English Heritage's Register of Historic Parks and Gardens. The proposed Cenotaph Memorial Wall will require Listed Building Consent.
37. The conservation of the parks is of national importance and development is not permitted which would detract from their character or historic value (HE5 Local Plan Review). The Local Planning Authority has confirmed that the proposed Cenotaph Memorial Wall does not impact upon the physical environment of the site or the quality and character of Central Parks, and planning permission is not required.

- 38. In making any application, regard will need to be given to the provisions of the Hampshire Act 1983.
- 39. The proposed Cenotaph Memorial Wall would contribute to the City Council's duty under Section 17 of the Crime & Disorder Act 1998 by making the site in and around West Park safer due to increased public use. Consideration has also been given to how the design and setting out of the structure can assist in reducing instances of vandalism, misuse and abuse.

**POLICY FRAMEWORK IMPLICATIONS**

- 40. The proposed Cenotaph Memorial Wall is consistent with the City Performance Plan, Medium Term Plan, and Housing & HRA Business Plan.

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	Breakdown of costs
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**Documents In Members' Rooms**

1.	Plans and visualisations
2.	Project Programme

**Background Documents**

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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**Background documents available for inspection at:** N/A

**KEY DECISION?** No

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bargate
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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	SOUTHAMPTON GUILDHALL - MANAGEMENT CONTRACT EXTENSION		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR LEISURE CULTURE AND HERITAGE		
<b>AUTHOR:</b>	Name:	Nigel Greene	Tel: 023 8083 3419
	E-mail:	Nigel.greene@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

Appendix 1 of this report is not for publication by virtue of categories 3 and 4 of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not considered to be in the public interest to disclose this information because this appendix contains confidential and commercially sensitive information which would, if made public, be in breach of the confidentiality clause in the current contract and may impact on the integrity of any commercial procurement process and the Council's ability to achieve 'best value' in line with its statutory duties.

**SUMMARY**

Cabinet is asked to approve extending the current Southampton Guildhall Management Contract with Live Nation (Music) UK Limited for a further 15 years to 2028.

**RECOMMENDATIONS:**

- (i) To delegate authority to the Solicitor to the Council, following consultation with the Executive Director for Neighbourhoods and the Cabinet Member for Leisure, Culture and Heritage, to finalise and enter into a contract and any other associated documentation to extend the current Southampton Guildhall Management Contract with Live Nation (Music) UK Limited; formerly Clear Channel Entertainment (Music) Limited; for a further 15 years to the maximum Term permitted in the Contract of 25 years to 10 February 2028.

**REASONS FOR REPORT RECOMMENDATIONS**

1. Extending the Contract will deliver external capital investment in the Guildhall toilets, provide new opportunities for additional subsidy reductions and deliver the same or better level of customer service. It will also avoid unbudgeted public procurement costs.
2. Cabinet approval is required in spring 2010 in order to get the legal formalities in place around August 2010. This timetable is intended to avoid the small, but potential risk, of Live Nation changing its mind at a later date about agreeing to extend the Contract, which would then leave insufficient time for the Council to undertake a public procurement process.

3. Not extending the Contract will result in closure of the Guildhall in February 2013 or trigger a public procurement process.
4. Southampton Guildhall is the focal point of the soon to be refurbished Guildhall Square and is a key partner in the Cultural Quarter. With the New Arts Complex expected to open at some point in the future, it is essential that the Guildhall remains open to the public and contributes to the Cultural Quarter identity with a vibrant and inclusive programme of events.
5. If the Contract is extended, in line with their original tender proposals, Live Nation will provide a document setting out new and renewed commitments to be appended to the Contract. This will include commitments to; undertake capital improvements to refurbish the toilets; will increase participation; will continue the social events; will work with schools, universities and local communities to further encourage community usage of the venues and will continue to use their international buying power to bring a wide range of entertainment to the city.

## **CONSULTATION**

6. Draft versions were circulated for comment to Council colleagues as per the consultation list below. Live Nation has cleared the final draft versions of this report.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

7. **Option 1 – Do nothing.** Let the Contract expire and close the Guildhall on 13 February 2013. This option would deliver significant revenue budget savings for the Council but would leave an empty, inactive Guildhall at the heart of the newly refurbished Guildhall Square and Cultural Quarter.
8. **Option 2 – Do nothing let the Contract expire and take the service back in-house from 11 February 2013.** This will trigger significant unbudgeted TUPE/Pension liabilities for the Council plus other significant unbudgeted one-off transfer costs.
9. **Option 3 – Re-negotiate the terms as part of the agreement to extend the contract.** Legal Services has advised that re-negotiating the terms to the extent that there is a “material deviation” from the original bargain would mean that it would need to be regarded as effectively, a new contract and therefore a new contract which would need to be the subject of a public procurement process under the Public Contracts Regulations 2006.
10. **Option 4 – Procurement.** If there is a lack of political support to extend the Contract, Cabinet will need to consider a future Cabinet Report to approve a formal public procurement process before the end of August 2010.

## **DETAIL**

11. On 25 November 2002 Cabinet approved formally entering into contracts, negotiated and agreed on behalf of the cross party working group, with Clear Channel Entertainment (Music) UK Ltd. Cabinet approved a management contract for an initial term of 10 years with an option to extend for any period up to 25 years. The contract commenced on 10 February 2003. Following company restructures in 2006 and again in December 2009, the contracting company is now called Live Nation (Music) UK Limited.



12. The contract areas managed by Live Nation are: **Southampton Guildhall** and all dressing rooms; the **Solent Suite**; North entrance **Lecture Theatre**, North entrance Advance Tickets **Box Office** and cash office behind.
13. Since taking over the management of the Guildhall, Live Nation has presented artists and performers at the Guildhall that would not otherwise have come to Southampton as the Guildhall maximum capacity is only 1749. Live Nation has delivered and exceeded expectations measured annually against their 2002 procurement promises and delivered the Council requirements as set out in the Service Specification.
14. The contract is monitored monthly and performance is discussed at quarterly contract monitoring meetings. An annual service review Briefing Paper is presented to the Cabinet Member for Leisure Culture and Heritage in spring each year. Mystery shopper exercises demonstrate consistently high levels of customer satisfaction with the venue staff and events programme. All the Council staff that TUPE transferred in 2003 are still in post or have been promoted to higher positions.
15. Customer satisfaction feedback through letters and service monitoring show there is ongoing and persistent customer dissatisfaction with the outdated Guildhall toilets and high bar prices.
16. The Service Specification will be updated but essentially remain unchanged. It will contain the original Live Nation commitments and new promises as measurable targets and performance measures. Services provided to customers will improve or remain the same or. There are no service reductions.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

17. As part of their 2002 tender bid, Live Nation gave a capital expenditure commitment to spend circa £200k; £50k on a new accessible disabled toilet and £150k on a capital refurbishment of the Guildhall and Solent Suite bars, and the sales area under the Balcony. This was delivered to a high standard in 2004-5.
18. The current Contract has delivered the externalisation objective of securing external capital funding. Since 2005, in addition to their tender promises, Live Nation has delivered a further **£170k** of capital improvements to at no cost to the Council:-
  - 2005-6 New Auditorium Carpet £70k.
  - 2006-7 New Public Address System (in-house PA) £50k.
  - 2007-8 Roof Space and over stage safety improvements £20k.
  - 2008-9 Installation of safety lines and working at height improvements £10k.
  - 2009-10 Awaiting Listed Building Consent for further weight loading upgrades to the over-stage area £20k.

## **Revenue**

19. Extending the Contract will commit the Council to increasing the externalised services revenue budgets by RPI each and every subsequent financial year to provide sufficient funds to meet the net subsidy. It will not be possible for the Council to rely on the profit share payments to balance the budgets as these will not be known until the following March of each calendar year. This is because Live Nation financial year end is 31st December and final accounts take several months to finalise.
20. The annual service subsidy is commercially sensitive and is detailed in the Revenue section of the Confidential Appendix 1.
21. In order to provide the contract area venues “Fit for Purpose” it will remain a Council responsibility to inspect, service and maintain all the utility services, fabric and facia of the Grade 2\* Listed Building. All planned and reactive repairs to the building and maintenance of the historic Compton Organ will need to be funded as part of the centralised R&M programme. There are no budget provisions within the Leisure Culture and Heritage Portfolio to meet the costs of premises inspections, reactive repairs or planned maintenance costs.

## **Property**

22. All the options as outlined above, with the exception of Option 1 would commit the Council to maintain the Guildhall “Fit for Purpose”. See 21 above.
23. The Contract areas are not included in the Civic Centre Accommodation Refurbishment Project (ASAP) and therefore will not be improved or upgraded as part of that project.
24. There is regular and persistent customer dissatisfaction with the Guildhall toilets which are prone to flooding and overflowing on a regulator basis. To improve this satisfactorily, all the flooring, waste pipes, urinals, pedestals, cisterns, hand basins and foul drainage need to be completely refurbished. A feasibility study is required to establish the costs of refurbishment and to explore options to remedy the insufficient waste water capacity within the Guildhall. Live Nation have committed a significant sum of money to fund improvements to the toilets within the first four years of the extended contract.

## **Other**

### **Procurement Route**

25. If the contract extension option is not supported, the Council will need to allow the Guildhall to close in 2013, or agree to fund a public procurement process.
26. If the procurement option is pursued, it will be necessary to produce completely new contract documentation including developing from scratch, a premises lease which does not exist for the current contract. In addition to internal re-charges, professional fees will be charged by Capita Property Services to provide building condition surveys and set out new premises management agreements. These will be additional external costs to the Council as none of these costs are allowed for in the partnership agreement.

27. The procurement would need to start in September 2010; would take between 12 and 15 months and needs to be undertaken in sufficient time to allow for the possibility of a failed process, i.e. no qualifying bids. If there is a successful bid, a further 9 to 12 months post-award of contract is required to supply complex due diligence information to the new contractor and to effectively manage the transition.

## LEGAL IMPLICATIONS

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

28. The Council has the power to provide the Guildhall and Solent Suite facility under section 145 of the Local Government Act 1972. Power to provide the facility includes power to engage a contractor to provide it.

### Other Legal Implications:

29. The current Contract clause 28.2.2 provides break points at the 5<sup>th</sup>, 10<sup>th</sup> and 15<sup>th</sup> anniversary with eighteen months written notice by either party. This should provide sufficiently flexible options for both Live Nation and the Council. A further break at the 20<sup>th</sup> Anniversary will be considered as part of the legal formalities.
30. In recent discussions to agree the contract extension, Live Nation confirmed that there are no issues or concerns for them in respect of the Royal Pier Development and how that might impact on the future viability for the Guildhall.
31. Legal services have advised that Contract clause 28.2.1 should be re-worded. This will need to be an agreed variation to the current contract as part of the extension legal formalities. This is to avoid conflict with any new or emerging capital projects.

## POLICY FRAMEWORK IMPLICATIONS

32. This proposal is consistent with the City of Southampton Strategy, Strategic Objective 5; **to provide imaginative arts and cultural opportunities.**
33. This proposal is consistent with the Council's aspirations to place the Guildhall at the heart of the sense of place that will be the **Cultural Quarter**. The Guildhall General Manager is a member of the Cultural Quarter Development Group.
34. This proposal is consistent with the 2006 Design Specification for **Guildhall Square** which set out the Council's aspirations and detailed proposals for a high quality public realm; *"To transform the Square into a 'special place' designed as an external stage setting for temporary/seasonal and performance events for the proposed SNAC, as well as the Guildhall and other city events. This high quality flexible space, at the heart of the emerging Cultural Quarter, will be a place to sit and enjoy, incorporating water and/or light and public art projects in a design that respects the primacy of the Guildhall portico, creating a functional space of real sense of place and distinction"*



by virtue of paragraph number 3 of the Council's Access to information Proceedure Rules

Document is Confidential

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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	PRICE REVIEW FOR LEISURE, CULTURE AND HERITAGE PORTFOLIO		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR LEISURE, CULTURE AND HERITAGE		
<b>AUTHOR:</b>	Name:	Mike Harris	Tel: 023 8083 2882
	E-mail:	<a href="mailto:mike.d.harris@southampton.gov.uk">mike.d.harris@southampton.gov.uk</a>	

**STATEMENT OF CONFIDENTIALITY**

None

**SUMMARY**

Cabinet is asked to approve a number of above inflation increases for the reasons set out below and as listed in Appendix 1, as part of a new pricing structure to be effective from Thursday, 1<sup>st</sup> April 2010. The Scheme of Delegation paragraph 1.54 allows Leisure, Culture and Heritage to vary fees and charges and to increase fees and charges annually by no more than the annual rate of inflation, such rate to be advised by the Head of Finance.

**RECOMMENDATIONS:**

- (i) To approve the 2010-11 price structure for Leisure, Culture and Heritage Portfolio services, as per Appendix 1 to take effect from Thursday 1<sup>st</sup> April 2010.

**REASONS FOR REPORT RECOMMENDATIONS**

1. Approval for these revisions is necessary in order that they can be implemented from 1<sup>st</sup> April 2010, and in order to meet revised budgets set for the 2010-11 financial year.

**CONSULTATION**

2. The price changes once approved, would be advertised within the Leisure, Culture and Heritage portfolio service areas. Notices will be displayed informing customers that there will be a price increase for some services from 1<sup>st</sup> April 2010. Some fee increases are as a result of the decision taken at the Council budget setting meeting and consultation on the Executive's proposals has been extensive.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED****Option One - General reduction / freeze on prices**

3. Any overall reduction or freeze on Leisure, Culture and Heritage prices would have the effect of increasing the net revenue cost of leisure facilities and in the current financial climate is not considered to be appropriate or financially viable.

## **Option Two - Increase all prices by inflation**

4. Historically the common practice across Leisure, Culture and Heritage was for pricing to be rounded up or down, usually to the nearest 5 or 10 pence, for ease of cash handling. However, this would mean that an overall increase exactly in line with inflation is difficult to achieve.

### **DETAIL**

5. As part of the roll forward 2010-11 budget guide, overall income targets were raised by **1.7%% for inflation** but some of the base budgets have not been achieved recently and did not reflect the reduced demand that has been reported as part of corporate monitoring during 2009-10. Savings have been found elsewhere in the portfolio budgets and this has enabled some of the income estimates to be reduced to less than the guide. It is anticipated that the price increases recommended in this report will generate the income targets agreed in the 2010-11 budget setting process.
6. The current approved pricing structure for Leisure, Culture and Heritage allows for prices to be varied up to a maximum level. These proposals seek approval to raise the maximum price that can be charged for some activities. Inevitably, prices do vary within the year to remain competitive and to respond to seasonal changes. The areas for which pricing changes are sought can be found in Appendix 1.
7. Delegated power 6.2.2 gives officers the authority to “approve the implementation of discount prices for Leisure, Cultural and Heritage services where considered appropriate to meet market conditions or policy requirements”. During the year, should it become apparent that prices will not enable us to achieve our objectives (including securing the increased income targets) then the prices can be altered.
8. A benchmarking exercise for Sport and Recreation against neighbouring local authorities and similar service providers has taken place. The proposed price increases will either be higher or in line with our competitors in most cases. Some prices have been reduced to reflect competitor prices and/or public demand.
9. Appendix 1 details the price increases for various services and venues within the Leisure, Culture and Heritage Portfolio, which should enable the 2010-11 budget income targets to be met. The review of prices includes some which are above inflation and some below. Proposed maximum price columns are for activities for which approval is sought to allow greater flexibility in responding to supply and demand.
10. A full set of service area prices, including those which have not increased or have been increased by less than the rate of inflation, is available from each service area manager on request.

### **Sport and Recreation**

11. In undertaking the pricing review, the recession has played a part in the price proposals. However, where opportunities exist to increase pricing of key products this has taken place.



12. It should be noted that the 2009-10 prices reflected in the appendices for Sport and Recreation 2009-10, reflect VAT at 17.5%. Subsequently, VAT reductions of 15% took place against these prices in December 2008 and then returned to 17.5% in January 2010. Therefore, the new prices for 2010-11 once approved, will reflect a VAT level of 17.5%. Benchmarking has taken place for most of the products across the services.

13. **SWAC and Woodmill**

Following last year's overhaul to the pricing structure for Southampton Water Activity Centre (SWAC) and Woodmill Outdoor Activities Centre; Sport and Recreation has reviewed the successes and failures of these changes and now propose further revisions as per Appendix 1. This reflects 18 months of work to deliver a useful pricing matrix that will fully establish the centres as competitive market leaders. One proposed change is to move away from individual pricing to a group pricing structure as currently, prices charged do not reflect the customer booking trends.

Individual session prices were in place to provide a sliding scale discount scheme for schools and other discounted users which simply has not worked and it is felt that a group pricing structure will assist in creating a cost effective product.

Commercial course take up has been down this year which is in part due to current economic climate. The industry as a whole is down by around 20%, therefore some prices will be frozen.

14. Other Sport and Receptions venues worth highlighting from Appendix 1 are:-

- Holiday crash courses and full day diving camps are to be increased by 4% at the Quays.
- Swimming lessons at Oakland's and Bitterne Leisure Centres are to increase by 6%.
- The season ticket for the Bowling Green is to increase by 5%.
- In 2008/09, the outdoor sports centre changed its policy on charges for the all weather pitches and floodlighting away from separate charges, to an all inclusive price. This was in response to a number of customer comments, and was found to be common practise at other venues. Southampton Hockey Club were unhappy with the process and subsequently a discount for that year only was agreed with the Club. This was in recognition of the Club's value as a customer and to aid the transition from one practice to another. The price has remained static since 2008/09 and following benchmarking, there is no proposal to increase it for 2010/11. The Club have continued to express dissatisfaction with the policy. A recent review has confirmed that many pitches, including those at Eastleigh Flemming Park, Wide Lane (Southampton University), Alton and Bournemouth also use the all-inclusive price, and that no complaints have been raised by other users. It is not proposed therefore to change the pricing policy.

**Arts and Heritage**

15. Arts and Heritage charges will be increased in line with annual inflation, or accumulated inflation where prices have not been increased in previous

financial years; in particular in relation to charges for Archaeological records deposits by external contractors.

16. Exceptions to this are where charges are now low in comparison to appropriate market comparators, or where charges levied elsewhere for a nationally agreed standard product have risen by more than the standard or relevant inflationary figure, e.g. the English Heritage charge for a standard finds storage box.
17. Where services are supplied off the relevant premises, in addition to the fee, users will be charged expenses and additional staff time where applicable. Charging periods for Art In Schools have been rationalised so as to continue providing the service whilst avoiding frequent changeovers, which occupy significant staff time.

### **Libraries**

18. The higher charges for DVD's are no longer appropriate. Our commercial competitors are charging £2 per week and this change makes the service more competitive.
19. Music sets are costly to supply. The proposed change is large but is reasonable. The Council cannot subsidise specialist interests as has been done in the past in the current financial climate.
20. Meetings rooms will be the subject of a concerted drive to attract fee paying use in 2010. The price is competitive with other similar offers in the City.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

21. Not applicable.

### **Revenue**

22. The 2010-11 roll forward budgets include an assumed **1.7% increase in income**.
23. There is inevitably some risk in achieving these income targets. Key factors include:
  - Testing the market with a new, commercial approach to Arts and Heritage venue hire and Arts Lease fees may suffer from price resistance.
  - Substantial Repair and Maintenance works are required which, if not addressed, may result in closure of one or more venues.
  - Schools and other centres such as outdoor centres, under cutting activity prices and therefore impacting on Leisure venues income.
  - Greens income is below expected levels due to adverse weather conditions, resulting in the closure of the Golf Course for 12 days in January 2010.
  - Potential for increased customer resistance in some pricing which is becoming more evident in the responses to the Sport and Recreation Customer Satisfaction Surveys. Also locally, "cost of activities" is identified in the top 3 barriers as to why the people of Southampton are not active.

24. Regular monitoring takes place to track income generation, which should identify any early concerns over the ability to achieve the targets. Cost reduction measures, new promotions and price related promotions will all be considered should changes be required to deliver the targets.

#### **Property**

25. Not Applicable.

#### **Other**

26. None

### **LEGAL IMPLICATIONS**

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

27. The City Council's power to increase prices within the leisure service areas is in accordance with the powers granted under Section 19 of the Local Government (Miscellaneous Provisions) Act 1976. This allows a local authority to provide recreation facilities and to make such facilities available for use on payment of charges as it thinks fit. The Council has the power to charge for discretionary services in accordance with Section 93 of the Local Government Act 2003 provided that charges in any one year do not exceed the cost of the service.

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

28. In undertaking the proposals set out in this report, the Council has had regard to Equality legislation, Section 17 of the Crime and Disorder Act 1998 and the Human Rights Act 1998.

### **POLICY FRAMEWORK IMPLICATIONS**

29. The proposal is consistent with the objectives set out in the Community Strategy and Library Strategy.
30. This proposal is consistent with the City of Southampton Strategy, Strategic Objective 5; **to provide Imaginative arts and cultural opportunities.**

**SUPPORTING DOCUMENTATION**

**Appendices**

1.	Price Structure for all services
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**Documents In Members' Rooms**

2.	None
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**Background Documents**

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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**Background documents available for inspection at:**

**FORWARD PLAN No:**

**KEY DECISION?**

Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	ALL
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Spreadsheet - Leisure, Culture and Heritage Price Increase Report - V7, 9th February 2010

**The nine pages set out the price increases from each of service areas**

The Sport and Recreation page is a list of all prices (it is not possible to split out)

The Libraries page details changes

The Art Gallery and Heritage page show prices and new pricing structures

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List of all Wetside Activities	Duration	BITTERNE 2009/10 £	BITTERNE 2010/11 £	% increase	OAKLANDS 2009/10 £	Oaklands 2010/11 £	% increase	QUAYS 2009/10 £	Quays 2010/11 £	% increase
<b>WETSID OFF PEAK</b>										
50+ structured Session	OSP-60min	N/A	N/A	N/A	2.50	2.60	4.0%	N/A	N/A	N/A
Adult Swim. (Access to all pools except for fun session)	OSP 60min /Blc -No Set Duration	2.80	2.90	3.6%	2.80	2.90	3.6%	3.50	3.60	2.9%
Family Swim	Q - 90 MINS -Blc -No Set Duration OSP-60M	8.50	8.50	0.0%	8.50	8.50	0.0%	12.00	12.00	0.0%
GP Hydro Fit 16 sessions	OSP / Blc 45 mins	3.40	3.50	3.0%	3.40	3.50	2.9%	3.40	3.50	2.9%
Junior / Older non member	OSP 60min / Blc -No Set Duration	2.10	2.20	4.8%	2.10	2.20	4.8%	2.50	2.60	4.0%
Parent & toddler	OSP - 60MIN Blc -No Set Duration	N/A	N/A	N/A	N/A	N/A	N/A	4.00	4.20	5.0%
AquaFit	OSP / Blc 45 mins	4.20	4.50	7.1%	3.80	3.90	2.6%	5.00	5.20	4.0%
Fitness and swim session		N/A	N/A	N/A	N/A	N/A	N/A	6.20	6.40	3.2%
<b>WETSID STANDARD</b>										
Family swim	OSP 60MIN / Blc & Q -No Set Duration	9.90	10.20	3.0%	9.90	9.90	0.0%	12.00	12.00	0.0%
Disabled swim adult	OSP 60MIN	N/A	N/A	N/A	2.60	2.70	3.8%	N/A	N/A	N/A
Disabled swim junior	OSP 60MIN	N/A	N/A	N/A	1.80	1.90	5.6%	N/A	N/A	N/A
*Junior/ Older non member swim	OSP 60MIN / Blc -No Set Duration	2.40	2.50	4.2%	2.40	2.50	4.2%	2.90	3.00	3.4%
Adult and Child	OSP 60mins	N/A	N/A	N/A	3.80	3.90	2.6%	6.90	7.10	2.9%
Adult Swim ( access to all pools except fun session)	OSP 60MIN / Blc -No Set Duration- Q 55mins	3.60	3.70	2.8%	3.60	3.70	2.8%	4.60	4.80	4.3%
Adult swim lessons	45mins	N/A	N/A	N/A	6.70	6.80	1.5%	7.60	7.80	2.6%
Aquaerobics	60mins	N/A	N/A	N/A	N/A	N/A	N/A	5.00	5.20	4.0%
*Dive Pool Hire - Discount	60mins	N/A	N/A	N/A	N/A	N/A	N/A	66.00	68.00	3.0%
*Dive Pool Hire - Yo Yo Divers	60mins	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
*Dive Pool Hire	60mins	N/A	N/A	N/A	N/A	N/A	N/A	89.00	92.00	3.4%
monthly swim ticket	monthly	N/A	N/A	N/A	25.00	26.00	4.0%	N/A	N/A	N/A
school & instructors	40 mins	N/A	N/A	N/A	N/A	N/A	N/A	68.00	70.00	2.9%
main pool discount	60 mins	N/A	N/A	N/A	N/A	N/A	N/A	90.00	92.50	2.8%
AquaFit	OSP 35MIN/ Blc 45mins	4.20	4.50	7.1%	4.20	4.30	2.4%	N/A	N/A	N/A
Hydro-fit combo ticket	OSP 95MIN	N/A	N/A	N/A	5.30	5.40	1.9%	N/A	N/A	N/A
lane hire for clubs	60 mins	N/A	N/A	N/A	N/A	N/A	N/A	11.00	11.40	3.6%
Private lane hire		N/A	N/A	N/A	N/A	N/A	N/A	21.00	22.00	4.8%
Leisure Pool hire	60mins	N/A	N/A	N/A	N/A	N/A	N/A	134.00	138.00	3.0%
adult swim lesson	30 mins	6.60	6.80	3.0%	N/A	N/A	N/A	5.60	5.80	3.6%
parent & toddler (Structured)	30 mins	N/A	N/A	N/A	N/A	N/A	N/A	4.00	4.10	2.5%
Main Pool Hire	Blc 60mins	77.00	80.00	3.9%	77.00	79.00	2.6%	125.00	128.00	2.4%
sauna,steam with free swim	75min	N/A	N/A	N/A	N/A	N/A	N/A	6.60	6.80	3.0%
Junior lessons /swim tots lessons	OSP & Blc 30mins	4.60	4.90	6.5%	4.60	4.90	6.5%	5.30	5.50	3.8%
Adult and Child lessons	OSP & Blc 30mins	3.90	4.20	7.7%	3.90	4.20	7.7%	5.30	5.50	3.8%
1-2-1 Swimming lessons	OSP & Blc 30mins	13.00	13.50	3.8%	13.00	13.50	3.8%	16.00	16.50	3.1%
1-2-2 Swimming Lessons	OSP 30MIN	N/A	N/A	N/A	19.00	19.50	2.6%	N/A	N/A	N/A
swimming instructor (extra for schools)	OSP & Blc 60mins	19.50	20.00	2.6%	20.00	20.50	2.5%	19.50	19.50	0.0%
Junior lessons 1 hour	60mins	N/A	N/A	N/A	6.60	6.80	3.0%	N/A	N/A	N/A
Swim for Fitness (Non Member)	Blc -No Set Duration	4.80	5.00	4.2%	N/A	N/A	N/A	4.80	5.00	4.2%
Swim for Fitness (Platinum Member)	Blc -No Set Duration	3.60	0.00	0.0%	N/A	N/A	N/A	3.60	3.60	0.0%
Up to 35 (oaklands/BLC Party hire pool only)	OSP & Blc 60mins	80.00	80.00	0.0%	80.00	80.00	0.0%	N/A	N/A	N/A
Up to 35 + Inflatable (oaklands/BLC)	OSP & Blc 60mins	90.00	90.00	0.0%	90.00	90.00	0.0%	N/A	N/A	N/A
Rookies	Blc 30mins	4.60	4.90	6.5%	N/A	N/A	N/A	N/A	N/A	N/A
Fitness suite & swim	120mins	N/A	N/A	N/A	N/A	N/A	N/A	8.20	8.50	3.7%
Aquanatal	40mins	4.20	4.50	7.1%	4.00	N/A	N/A	5.00	5.20	4.0%
Diving lessons	30mins				N/A	N/A	N/A	5.50	5.70	3.6%
Certification - swim lessons	n/a	2.30	2.50	8.7%	N/A	2.60	N/A	2.70	2.80	3.7%
Certification - gym / tramp	n/a	2.75	2.80	1.8%	N/A	N/A	N/A	N/A	N/A	N/A
Diving club fees - subject to SLA agreement		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Toddle gym		N/A	N/A	N/A	N/A	N/A	N/A	3.30	3.50	6.1%
Childrens yoga		N/A	N/A	N/A	N/A	N/A	N/A	3.90	4.00	2.6%
institute swim		N/A	N/A	N/A	N/A	N/A	N/A	1.10	1.20	9.1%
replacement card		N/A	N/A	N/A	N/A	N/A	N/A	2.00	2.00	0.0%
Replace carpark pass		N/A	N/A	N/A	N/A	N/A	N/A	20.00	20.00	0.0%
YFA grad		N/A	N/A	N/A	N/A	N/A	N/A	3.50	3.60	2.9%
Diving Guest		N/A	N/A	N/A	N/A	N/A	N/A	6.20	6.40	3.2%
Stunt training		N/A	N/A	N/A	N/A	N/A	N/A	16.00	16.50	3.1%
Prive Dive lessons		N/A	N/A	N/A	N/A	N/A	N/A	25.00	26.00	4.0%
Adult dive int pay		N/A	N/A	N/A	N/A	N/A	N/A	6.85	7.10	3.6%
TID runner up		N/A	N/A	N/A	N/A	N/A	N/A	23.45	24.50	4.5%
Hol Dive crash course		N/A	N/A	N/A	N/A	N/A	N/A	31.55	33.00	4.6%
Full day dive camp		N/A	N/A	N/A	N/A	N/A	N/A	26.75	28.00	4.7%
Half say dive camp		N/A	N/A	N/A	N/A	N/A	N/A	12.75	13.30	4.3%
Teenage dive course		N/A	N/A	N/A	N/A	N/A	N/A	41.75	43.50	4.2%
Diving clinic		N/A	N/A	N/A	N/A	N/A	N/A	5.30	5.50	3.8%
TID T shirts		N/A	N/A	N/A	N/A	N/A	N/A	7.00	7.30	4.3%
Underwater photos		N/A	N/A	N/A	N/A	N/A	N/A	10.00	11.00	10.0%
Dive Certificates		N/A	N/A	N/A	N/A	N/A	N/A	1.50	1.80	20.0%
NPLQ		N/A	N/A	N/A	N/A	N/A	N/A	Variable	Variable	
PPO		N/A	N/A	N/A	N/A	N/A	N/A	Variable	Variable	
Retail items		N/A	N/A	N/A	N/A	N/A	N/A	Variable	Variable	
Vending		N/A	N/A	N/A	N/A	N/A	N/A	Variable	Variable	
Baby resus		N/A	N/A	N/A	N/A	N/A	N/A	0.00	new ?	

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List of all Dryside Activities	Duration	BITTERNE 2009/10 £	BITTERNE 2010/11 £	% increase	CHAMBERLAYNE 2009/10 £	Chamberlayne 2010/11 £	% increase	ST MARYS 2009/10 £	St Mary's 2010/11 £	% increase	QUAYS 2009/10 £	Quays 2010/11 £	% increase
<b>DRYSIDE OFF PEAK</b>													
Badminton	40mins	6.20	6.40	3.2%	6.20	6.40	3.2%	6.20	6.40	3.2%	N/A	N/A	N/A
Climbing Wall individual	60mins	N/A	N/A	N/A	N/A	N/A	N/A	4.20	4.30	2.4%	N/A	N/A	N/A
*Fitness Suite (Individual)	90mins	5.30	5.50	3.8%	5.30	5.50	3.8%	4.70	4.80	2.1%	5.30	5.50	3.8%
Hire of Half Hall	40mins	12.40	12.80	3.2%	12.40	12.80	3.2%	17.50	18.00	2.9%	N/A	N/A	N/A
Hire of Hall	40mins	24.80	26.00	4.8%	24.80	26.00	4.8%	35.00	36.00	2.9%	N/A	N/A	N/A
Showers	N/A	2.50	2.60	4.0%	2.50	2.60	4.0%	2.50	2.60	4.0%	2.60	2.60	0.0%
Squash	40mins	N/A	N/A	N/A	N/A	N/A	N/A	5.30	5.50	3.8%	N/A	N/A	N/A
Table Tennis	40mins	6.20	6.40	3.2%	6.00	6.20	3.3%	6.20	6.40	3.2%	N/A	N/A	N/A
Weight Training	90mins	N/A	N/A	N/A	N/A	N/A	N/A	4.70	4.90	4.3%	N/A	N/A	N/A
Activity Room Hire	60 mins	25.00	25.00	0.0%	N/A	N/A	N/A	25.50	26.00	2.0%	N/A	N/A	N/A
<b>DRYSIDE STANDARD</b>													
50 Plus	120mins	3.00	3.20	6.7%	2.80	3.00	7.1%	2.60	2.70	3.8%	3.70	3.80	2.7%
*Aerobic Exercise inc Boxercise	55mins	5.00	5.20	4.0%	5.00	5.20	4.0%	N/A	N/A	N/A	5.00	5.20	4.0%
Affiliation Fee	Annually	37.50	37.50	0.0%	N/A	N/A	N/A	36.00	36.00	0.0%	N/A	N/A	N/A
Badminton	40 mins	7.40	7.60	2.7%	7.40	7.60	2.7%	7.40	7.60	2.7%	N/A	N/A	N/A
Big Bounce / 5 Aside Party	60mins	80.00	80.00	0.0%	77.00	80.00	3.9%	63.00	63.00	0.0%	N/A	N/A	N/A
Bobtails	45mins	4.30	4.40	2.3%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Climbing Wall Induction	120mins	N/A	N/A	N/A	N/A	N/A	N/A	24.00	25.00	4.2%	N/A	N/A	N/A
Climbing Wall individual	60mins	N/A	N/A	N/A	N/A	N/A	N/A	4.50	4.60	2.2%	N/A	N/A	N/A
Climbing Wall party	60mins	N/A	N/A	N/A	N/A	N/A	N/A	72.00	72.00	0.0%	N/A	N/A	N/A
*Conference Room Hire	60mins	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	33.00	34.00	3.0%
*Conference Room Hire(DISC)	60mins	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	26.00	27.00	3.8%
Core Conditioning	45mins	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3.50	3.60	2.9%
Creche	60mins	2.60	3.00	15.4%	2.60	3.00	15.4%	N/A	N/A	N/A	3.50	3.60	2.9%
*Creche Room Hire	60mins	N/A	N/A	N/A	22.00	23.00	4.5%	N/A	N/A	N/A	23.00	24.00	4.3%
studio 1 hire Quays up to 8.30pm	60mins	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	44.50	46.00	3.4%
CW Equipment Hire	1 session	N/A	N/A	N/A	N/A	N/A	N/A	4.00	4.00	0.0%	N/A	N/A	N/A
Fitness Room Induction	90mins	20.00	20.00	0.0%	20.00	20.00	0.0%	15.00	15.00	0.0%	20.00	20.00	0.0%
Fitness Suite (Individual)	90mins	6.50	6.70	3.0%	6.50	6.70	3.1%	5.50	5.70	3.6%	6.50	6.70	3.1%
studio 1 hire Quays 8.30pm onwards	60mins	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	26.00	27.00	3.8%
studio 1 hire Quays discounted	60mins	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	39.00	40.00	2.6%
Gymnastics	80mins	5.50	5.60	1.8%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Hire of Half Hall	40mins	14.80	15.20	2.7%	14.60	15.20	4.1%	22.00	22.50	2.3%	N/A	N/A	N/A
Hire of Hall	40mins	29.60	32.00	8.1%	29.25	32.00	9.4%	44.00	46.00	4.5%	N/A	N/A	N/A
Kids Club (Non Member)	All Day	N/A	N/A	N/A	17.50	18.00	2.9%	N/A	N/A	N/A	N/A	N/A	N/A
Kids Club (Cat Club-Member)	All Day	N/A	N/A	N/A	15.80	16.25	2.8%	N/A	N/A	N/A	N/A	N/A	N/A
Kids Club (Non-Member)	Half Day	N/A	N/A	N/A	10.30	10.60	2.9%	N/A	N/A	N/A	N/A	N/A	N/A
Kids Club (Cat Club Member)	Half Day	N/A	N/A	N/A	8.30	8.50	2.4%	N/A	N/A	N/A	N/A	N/A	N/A
Kids Club (Non-Member)	Week	N/A	N/A	N/A	80.00	80.00	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Kids Club (Cat-Club Member)	Week	N/A	N/A	N/A	74.00	74.00	0.0%	N/A	N/A	N/A	N/A	N/A	N/A
Kids Club (Non-Member) Early/Late Drop	NA	N/A	N/A	N/A	2.00	2.50	25.0%	N/A	N/A	N/A	N/A	N/A	N/A
Kids Club (Cat Club Member) Early/Late	NA	N/A	N/A	N/A	1.50	2.50	66.7%	N/A	N/A	N/A	N/A	N/A	N/A
Cat Club Membership	Annually	N/A	N/A	N/A	10.30	10.50	1.9%	N/A	N/A	N/A	N/A	N/A	N/A
Main Hall Party With Ins	60mins	78.30	N/A	N/A	N/A	N/A	N/A	63.00	63.00	0.0%	N/A	N/A	N/A
Main Hall Party Without Ins	60mins	N/A	N/A	N/A	N/A	N/A	N/A	53.00	53.00	0.0%	N/A	N/A	N/A
Monthly All Rounder	Monthly	N/A	N/A	N/A	N/A	N/A	N/A	33.00	34.00	3.0%	N/A	N/A	N/A
Monthly Climbing Wall	Monthly	N/A	N/A	N/A	N/A	N/A	N/A	26.00	27.00	3.8%	N/A	N/A	N/A
Monthly Weights/Fitness	Monthly	N/A	N/A	N/A	N/A	N/A	N/A	29.00	30.00	3.4%	N/A	N/A	N/A
Punch Bag	60mins	N/A	N/A	N/A	N/A	N/A	N/A	5.40	5.50	1.9%	N/A	N/A	N/A
Showers	session	2.50	2.60	4.0%	2.50	2.60	4.0%	2.50	2.60	4.0%	2.60	2.60	0.0%
Small Bounce	60mins	N/A	N/A	N/A	67.00	70.00	4.5%	N/A	N/A	N/A	N/A	N/A	N/A
Soccer School	60mins	N/A	N/A	N/A	4.70	4.8	2.1%	N/A	N/A	N/A	N/A	N/A	N/A
Soft Play	60mins	2.40	2.50	4.2%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Space Station	145mins	N/A	N/A	N/A	145.00	150.00	3.4%	N/A	N/A	N/A	N/A	N/A	N/A
Spectator	session	1.50	1.50	0.0%	1.50	1.50	0.0%	1.50	1.50	0.0%	1.50	1.50	0.0%
Squash	40mins	N/A	N/A	N/A	N/A	N/A	N/A	6.20	6.40	3.2%	N/A	N/A	N/A
Studio Hire (Q's studio 2)	60mins	N/A	N/A	N/A	28.00	30.00	7.1%	N/A	N/A	N/A	0.00	48.00	100.0%
Studio hire discount (Q's studio 2)	60mins	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.00	42.00	100.0%
Table Tennis	60mins	7.40	7.60	2.7%	7.20	7.60	5.6%	7.70	7.70	0.0%	N/A	N/A	N/A
Tramp and Bounce Party	60 mins	N/A	N/A	N/A	102.40	106.00	3.5%	87.50	87.50	0.0%	N/A	N/A	N/A
Trampoline Courses	60mins	4.80	5.00	4.2%	4.80	5.00	4.2%	N/A	N/A	N/A	N/A	N/A	N/A
Tumble Bugs/Baby	40mins	4.00	4.10	2.5%	4.00	4.00	0.0%	N/A	N/A	N/A	4.00	4.10	2.5%
Weight Training	90mins	N/A	N/A	N/A	N/A	N/A	N/A	5.50	5.70	3.6%	N/A	N/A	N/A
Yoga	60mins	N/A	N/A	N/A	N/A	N/A	N/A	4.20	4.20	0.0%	5.00	5.20	4.0%
*Yoga @ The Quays	1 hr 45 mins	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	7.20	7.50	4.2%
YFA	session	3.50	3.50	0.0%	3.50	3.50	0.0%	3.50	3.50	0.0%	3.50	3.50	0.0%
YFA Induction	session	7.50	7.50	0.0%	7.50	7.50	0.0%	7.50	7.50	0.0%	7.50	7.50	0.0%
Comm/meeting Room Hire	60mins	N/A	N/A	N/A	27.30	29.00	6.2%	10.00	10.00	0.0%	N/A	N/A	N/A
Active Options	60mins	3.40	3.50	3.0%	3.40	3.50	2.9%	3.40	3.50	2.9%	3.40	3.50	2.9%
Tai Chi	60mins	N/A	N/A	N/A	N/A	N/A	N/A	4.10	4.10	0.0%	N/A	N/A	N/A
Women only session	60mins	N/A	N/A	N/A	N/A	N/A	N/A	2.30	2.40	4.3%	N/A	N/A	N/A
Women Only monthly ticket	session	N/A	N/A	N/A	N/A	N/A	N/A	16.50	17.00	3.0%	N/A	N/A	N/A
Activity Room Hire	60mins	25.00	25.00	0.0%	N/A	N/A	N/A	26.00	27.00	3.8%	N/A	N/A	N/A
<b>trampoline course</b>	60 mins	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3.70	N/A	N/A	N/A	N/A
Junior climbing club	60 mins	N/A	N/A	N/A	N/A	N/A	N/A	3.00	4.00	N/A	N/A	N/A	N/A

multi activity session	180 mins	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2.50	N/A	N/A	N/A	N/A
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## SPORTS CENTRE - STANDARD

Outdoor/Sports Centre	Session	2009/10 @17.5%	Outdoor 2010/11	% increase	
<b>SYNTHETIC PITCHES</b>					
Synthetic Pitch Adult	90 Mins	£75.00	£75.00	0.0%	Includes floodlight costs
Synthetic Pitch Adult	60 Mins	£56.00	£56.00	0.0%	Includes floodlight costs
Synthetic Pitch Junior	90 Mins	£50.00	£50.00	0.0%	Includes floodlight costs
Synthetic Pitch Adult Half Pitch	90 Mins	£44.00	£45.00	2.3%	Includes floodlight costs
Synthetic Pitch Adult Half Pitch	60 Mins	£34.00	£35.00	2.9%	Includes floodlight costs
<b>NETBALL</b>					
Per Court - Adult	60 Mins	£10.75	£11.00	2.3%	Includes floodlight costs
Per Court - Junior	60 Mins	£5.60	£6.00	7.1%	Includes floodlight costs
<b>TENNIS</b>					
Per Court - Adult	60 Mins	£6.85	£6.50	-5.1%	Benchmarking shows we are really expensive.
Per Court - Junior	60 Mins	£3.80	£4.00	5.3%	
<b>GRASS FOOTBALL</b>					
Per Match - Adult	90 Mins	£56.20	£56.00	-0.4%	Benchmarking shows we are really expensive.
Per Match - Junior/ Schools Adult Pitch	60 Mins	£30.54	£34.00	11.3%	
Per Match - Junior/ Schools Junior Pitch	60 Mins	£24.43	£25.00	2.3%	
Training - Adult	60 Mins	£26.47	£27.00	2.0%	
Training - Junior/ Schools	60 Mins	£15.27	£12.00	-21.4%	Trying to encourage more usage.
<b>CRICKET ALL VENUES</b>					
Per Match - Adult-Day	40 overs a side	£50.90	£51.00	0.2%	
Per Match - Adult-Eve	20 overs a side	£37.67	£38.00	0.9%	
Per Match - Junior/School-Day	40 overs a side	£25.45	£26.00	2.2%	
Per Match - Junior/School-Eve	20 overs a side	£18.83	£20.00	6.2%	
<b>RUGBY</b>					
Per Match - Adult	80mins	£43.27	£45.00	4.0%	
Per Match - Junior/ Schools	60mins	£25.45	£26.00	2.2%	
Training - Adult	60mins	£19.85	£20.00	0.8%	
<b>AMERICAN FOOTBALL</b>					
Per Match	session	£117.07	£120.00	2.5%	
Training - Adult	60mins	£117.07	£120.00	2.5%	
<b>ATHLETICS</b>					
Wkend Mtng / Bk Hol ( Min 3 Hrs, per hour)	session	£81.44	£82.00	0.7%	
Evening Meeting ( Min 3 Hours, per hour)	session	£50.90	£52.00	2.2%	
Club Night BB (Min 3 Hours)	session	£0.00	N/A	N/A	Remove price due to lack of usage.
Schools Sports Events ( Min 2 Hours, per hour)	session	£40.72	£42.00	3.1%	
Schools Sports Local ( Min 2 Hours, per hour)	session	£40.72	£42.00	3.1%	Price increased to indicate Southampton Schools pay an e
Additional Attendant Costs		£10.18	£10.00	-1.8%	Price added to cover costs of additional staff on event day.
<b>ATHLETIC TRAINING</b>					
Adult Individual	60mins	£2.44	£2.50	2.3%	
Student Rate		£0.00	£2.00	N/A	
Concessionary Individual	60mins	£1.73	£1.80	4.0%	
<b>CROSS COUNTRY</b>					
Less than 50 per hour	session	£35.63	£40.00	12.3%	
More than 50 per hour	session	£55.99	£60.00	7.2%	
Additional Attendant Costs		£10.18	£10.00	-1.8%	
Changing Room Costs - per changing room		£20.36	£20.00	-1.8%	
<b>BOWLS</b>					
Season Ticket - Adult	season	£96.71	£96.00	-0.7%	
Season Ticket - Concessionary	season	£71.26	£75.00	5.2%	
Green Fees Per Individual	60 Mins	£3.56	£3.75	5.2%	
Small Locker	season	£8.14	£9.00	10.5%	
Large Locker	season	£15.27	£16.00	4.8%	
<b>PUTTING &amp; CRAZY GOLF</b>					
Crazy Golf Per Round Per Person	session	£2.04	£2.10	3.1%	
Putting		N/A	£1.00	N/A	
<b>PENTANQUE</b>					
Hire of Terrain ( Min 3 Hours)	session	£6.00		-100.0%	
Club Annual Booking	session	£183.24	£185.00	1.0%	

## SPORTS CENTRE - Off Peak

Outdoor/Sports Centre	Session	2009/10 @17.5%	Outdoor 2010/11	% increase	
<b>SYNTHETIC PITCHES</b>					
Synthetic Pitch Adult	90 Mins	£63.12	£62.00	-1.8%	Includes floodlight costs
Synthetic Pitch Junior	90 Mins	£40.72	£40.00	-1.8%	Includes floodlight costs
Synthetic Pitch Adult	60 Mins	£46.83	£47.50	1.4%	Includes floodlight costs
Synthetic Pitch Junior	60 Mins	£30.54	£32.00	4.8%	Includes floodlight costs
Synthetic Pitch Adult Half Pitch	90 Mins	£32.58	£35.00	7.4%	Includes floodlight costs
Synthetic Pitch Jun Half Pitch	90 Mins	£26.47	£27.50	3.9%	Includes floodlight costs
Synthetic Pitch Adult Half Pitch	60 Mins	£25.45	£26.00	2.2%	Includes floodlight costs
Synthetic Pitch Jun Half Pitch	60 Mins	£18.32	£20.00	9.1%	Includes floodlight costs
<b>NETBALL</b>					
Per Court - Adult	60 Mins	£7.13	£7.50	5.2%	Includes floodlight costs
Per Court - Junior	60 Mins	£4.58	£4.75	3.7%	Includes floodlight costs
<b>TENNIS</b>					
Per Court - Adult	60 Mins	£5.60	£5.00	-10.7%	
Per Court - Junior	60 Mins	£3.56	£3.50	-1.8%	

ix VAT price



<b>18 HOLE COURSE - FULL</b>	<b>JAN 2010</b>	<b>2010/11</b>	
	<b>17.5% VAT</b>	<b>PRICES</b>	<b>COMMENTS</b>
ADULT WEEK	16.35	17.00	4.0%
6+TEMPS	12.25	12.50	25% REDUCTION ON FULL PRICE
ADULT W/E	22.50	23.00	2.2%
6+TEMPS	15.85	17.50	25% REDUCTION ON FULL PRICE
JUNIOR WEEK	9.20	9.50	3.3%
6+TEMPS	6.95	7.00	25% REDUCTION ON FULL PRICE
JUNIOR W/E	12.75	13.00	2.0%
6+TEMPS	9.60	10.00	25% REDUCTION ON FULL PRICE
OLDER WEEK	11.75	12.50	6.4%
6+TEMPS	8.80	9.50	25% REDUCTION ON FULL PRICE
OLDER W/E	22.50	23.00	NO W/E CONCESSION
6+TEMPS	16.85	17.50	25% REDUCTION ON FULL PRICE
ADULT SEASON GREEN FEE	1.80	1.80	0.0%
JUNIOR SEASON GREEN FEE	1.20	1.20	0.0%
OLDER SEASON GREEN FEE	1.20	1.20	0.0%
SOCIETY WEEK	65.00	65.00	BRITISH SUMMER TIME
SOCIETY W/E	80.00	80.00	BRITISH SUMMER TIME
SOCIETY WINTER	55.00	55.00	WINTER TIME - ANY DAY
SOCIETY DEPOSIT	10.00	10.00	
ADULT & CHILD - WEEK	18.40	19.00	NEW - ANYTIME
ADULT & CHILD - W/E	25.55	26.00	NEW - AFTER 10.00AM
<b>18 HOLE TWILIGHT</b>	<b>JAN 2010</b>	<b>2010/11</b>	
	<b>17.5% VAT</b>	<b>PRICES</b>	<b>COMMENTS</b>
ADULT WEEK	14.30	15.00	4.9%
ADULT W/E	19.40	20.00	3.1%
JUNIOR WEEK	7.15	7.50	4.9%
JUNIOR W/E	9.70	10.00	3.1%
OLDER WEEK	9.70	10.00	3.1%
OLDER W/E	19.40	20.00	3.1%
ADULT SEASON GREEN FEE	1.80	1.80	0.0%
JUNIOR SEASON GREEN FEE	1.20	1.20	0.0%
OLDER SEASON GREEN FEE	1.20	1.20	0.0%
<b>18 HOLE - FRONT/BACK 9</b>	<b>JAN 2010</b>	<b>2010/11</b>	
	<b>17.5% VAT</b>	<b>PRICES</b>	<b>COMMENTS</b>
ADULT WEEK	8.70	9.00	3.4%
ADULT W/E	12.25	12.50	2.0%
JUNIOR WEEK	5.60	5.50	-1.8%
JUNIOR W/E	7.15	7.50	4.9%
OLDER WEEK	5.60	6.50	16.1%
OLDER W/E	12.25	12.50	NO W/E CONCESSION
ADULT SEASON GREEN FEE	1.20	1.20	0.0%
JUNIOR SEASON GREEN FEE	1.00	1.00	0.0%
OLDER SEASON GREEN FEE	1.00	1.00	0.0%

<b>9 HOLE COURSE</b>	<b>JAN 2010</b>	<b>2010/11</b>	
	<b>17.5% VAT</b>	<b>PRICES</b>	<b>COMMENTS</b>
ADULT WEEK	7.65	8.00	4.6%
ADULT W/E	10.20	10.50	2.9%
JUNIOR WEEK	5.10	5.00	-2.0%
JUNIOR W/E	6.15	6.00	-2.4%
OLDER WEEK	5.60	6.00	7.1%
OLDER W/E	10.20	10.50	NO W/E CONCESSION
SCHOOLS	3.60	4.00	11%
ADULT SEASON GREEN FEE	1.20	1.20	0.0%
JUNIOR SEASON GREEN FEE	1.00	1.00	0.0%
OLDER SEASON GREEN FEE	1.00	1.00	0.0%
SOCIETY WEEK	7.15	7.50	4.9%
SOCIETY W/E	9.20	9.50	3.3%
ADULT & CHILD - WEEK	8.70	9.00	NEW - ANYTIME
ADULT & CHILD - W/E	11.75	12.50	NEW - ANYTIME
<b>SEASON TICKETS</b>	<b>JAN 2010</b>	<b>2010/11</b>	
	<b>17.5% VAT</b>	<b>PRICES</b>	<b>COMMENTS</b>
7 DAY ADULT RESIDENT	465.00	475.00	2.2%
5 DAY ADULT RESIDENT	290.00	295.00	1.7%
7 DAY OLDER RESIDENT	285.00	295.00	3.5%
5 DAY OLDER RESIDENT	195.00	200.00	2.6%
7 DAY COLT 18 - 21 YEARS OLD	190.00	195.00	<b>NEW</b>
7 DAY COLT 22 - 25 YEARS OLD	295.00	295.00	<b>NEW</b>
7 DAY JUNIOR RESIDENT	90.00	90.00	0.0%
5 DAY STUDENTS	190.00	195.00	2.6%
7 DAY STUDENTS	295.00	295.00	0.0%
<b>5 DAY SEASON TICKET HOLDERS</b>			<b>50% OFF W/E RATES</b>
18 HOLE	11.25	12.00	6.7%
9 HOLE	5.10	5.50	7.8%
<b>OTHERS</b>			
LOCKERS	15.00	15.00	0.0%
LOCKER CAGE KEY RENTAL	15.00	15.00	0.0%
PRACTICE GROUND	1.00	1.00	0.0%
REPLACEMENT LOCK			
COUNTYCARD 18 HOLE	8.20	8.50	3.7%
WEEKEND	11.25	12.00	6.7%
COUNTYCARD 9 HOLE	3.80	4.00	5.3%
WEEKEND	5.10	5.50	7.8%

Increase of only 75p

Increase of only 40p

Only a 30p increase

Only a 75p increase

Only a 20p increase

Only a 40p increase



## WOODMILL OUTDOOR ACTIVITIES CENTRE PRICING (10-11)

Activity name	Duration	09/10	10/11	%
<b>Skills Development Courses</b>				
Paddlesport (Intro/taster)	3 Hours	£35.00	£15.00	-57.1%
Offground (Intro/taster)	3 Hours	£35.00	£15.00	-57.1%
BCU 1 Star	1 Days	£70.00	£49.50	-29.3%
BCU 2 Star	2 Days	£125.00	£99.00	-20.8%
BCU 3 Star Training Kayak/Canoe/Sea	2 Days	£125.00	£99.00	-20.8%
BCU 3 Star Assessment Kayak/Canoe/Sea	2 Days	£125.00	£99.00	-20.8%
Individual coaching	Per hour	£75.00	£20.00	-73.3%
UKCC Level 1 Coach Course	4 Days	£250.00	£209.00	-16.4%
UKCC Level 2 Coach Training	4 Days	£250.00	£209.00	-16.4%
UKCC Level 2 Coach Assessment	1 Day	£85.00	£79.00	-7.1%
Canoe Trip	2 Days	£150.00	£150.00	0.0%
Sea Kayak Trip	1 Day	£75.00	£79.00	5.3%
Whitewater Kayak Trip*	2 Days	£150.00	£150.00	0.0%
Sea Kayak Intro Adult	1 Day	£75.00	£79.00	5.3%
Whitewater Kayak Intro Adults*	2 Days	£150.00	£150.00	0.0%
Paddle Power	1 Day	£35.00	£29.50	-15.7%
BCU Junior 1 Star 14+ yrs	1 Day	£35.00	£29.50	-15.7%
BCU Junior 2 Star 14+ yrs	2 Days	£70.00	£59.50	-15.0%
Foundation Safety and Rescue Test	1 Day	£120.00	£79.00	-34.2%
BCU First Aid Course	1 Day	£75.00	£79.00	5.3%
<b>Sports progression and recreation</b>				
Club affiliation fee (Senior)	Annual	£30	£30	0.0%
Club affiliation fee (Junior)	Annual	No price	£25	
Senior Canoe Cclub	Evening Session	£5.00	£5.00	0.0%
Junior Canoe club	Evening Session	£2.50	£3.50	40.0%
Paddleability club	Evening Session	No price	£5.00	New price
Fishing club	Morning session	No price	£5.00	New price
<b>Fishing</b>				
Salmon Fishing (Day ticket for three rods)	1 Day	£195.00	£195.00	0.0%
Sea trout (Night ticket for three rods)	1 Night	£215.00	£215.00	0.0%
Bass fishing (Day ticket)	1 day	No price	£49.00	New price
Coarse fishing on the Lake (minium 4)	3 Hours	No price	£16.50	New price
Coarse fishing on the Lake (Self led group)	0.5 Day	No price	£5.00	New price
Public pitch	1 day	No price	£8.00	New price
<b>Public programs</b>				
Corporate day (meeting room and half day experience)	0.5 Day	No price	£39.50	New price
Corporate day (full day experience)	1 day	No price	£49.50	New price
Multiactivity (Paddlesport up to 8)	1/2 Day	No price	£109.00	New price
Multiactivity (Land/Offground up to 8)	1/2 Day	No price	£109.00	New price
Action and Adventure day	1 day	No price	£29.50	New price
Action and Adventure week	5 Days	£190.00	£159.50	-16.1%
Access adventure (Overnight camp)	2 Days	No price	£99.00	New price
<b>Facility usage</b>				
Room Hire	1 Hour	£10.00	£10.00	0%
Room Hire	1 Day	No price	£75.00	New price
Refreshments (Tea, Coffee and Biscuits)	Per person	No price	£2.50	New price
Camping	Per person	No price	£5.00	New price
Use of Salmon Pool (Changing Rooms)	1 Day	£375.00	£379.00	1.1%
<b>Specialist hire</b>				
Activity use water	3 Hours	£45.00	£47.50	5.6%
Activity use land	3 Hours	£25.00	£27.50	10.0%
Activity use offground	3 Hours	£45.00	£47.50	5.6%
Changing facilities	3 Hours	£15.00	£15.00	0.0%
Hire of Equipment	3 Hours	£15.00	£15.00	0.0%
Launch fee (Includes trailer storage and use of changing rooms)	1 Off Fee	£25.00	£30.00	20.0%
<b>Education &amp; Young Peoples groups</b>				
Half day prices	Paddlesport	Land/Offground	Zip/Rollers	Additional instructor
	8	12	12	1
Schools (Southampton and Hampshire)	£69.00	£69.00	£89.00	£35.00
Youth services & not for profit organisations	£85.00	£85.00	£99.00	£39.00
Private schools, colleges, out of county and sports groups	£99.00	£99.00	£109.00	£44.50

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## SOUTHAMPTON WATER ACTIVITIES CENTRE PRICING (10-11)

Activity name	Duration	09/10	10/11	%			
<b>Skills Development Courses</b>							
<b>DINGHY SAILING</b>							
Dinghy Sailing (Incl Intro/Taster)	3 Hour	£39.50	£29.50	-25.3%			
Start Sailing Level 1	2 Days	£150.00	£150.00	0.0%			
Basic Skills - Improver (Level 2)	2 Days	£150.00	£150.00	0.0%			
Adult Improver/Advance Modules	2 Days	£150.00	£150.00	0.0%			
Start Sailing 1&2 combined	4 Days	£250.00	£250.00	0.0%			
Start Sailing 1&2 combined	5 Days	£305.00	£299.00	-2.0%			
Dinghy Instructor pre-entry	2 Days	£150.00	£150.00	0.0%			
Dinghy Instructor	5 Days	£299.00	£299.00	0.0%			
Senior Dinghy Instructor	4 Days	£299.00	£299.00	0.0%			
Tidal Endorsement Training/Assessment	1 Day	£135.00	£119.00	-11.9%			
<b>POWER BOATING</b>							
Power Boating (Incl Intro/Taster)	3 Hour	£59.50	£49.50	-16.8%			
National Powerboat PBL2	2 Days	£250.00	£239.00	-4.4%			
Intermediate Powerboat	2 Days	£209.00	£249.00	19.1%			
Advanced Powerboat Driver	2 Days	£260.00	£259.00	-0.4%			
Safety boat Certificate	2 Days	£199.00	£249.00	25.1%			
Powerboat Skills Assessment	1 Day	£80.00	£119.00	48.8%			
Powerboat Instructor	3 Days	£250.00	£259.00	3.6%			
Advanced Powerboat Instructor	2 Days	£250.00	£259.00	3.6%			
Introduction to Night Time Navigation	1 Day	£75.00	£79.50	6.0%			
<b>SHORE BASED</b>							
Sea Survival	1 Day	£79.00	£79.00	0.0%			
VHF	1 Day	£79.00	£79.00	0.0%			
RYA First Aid	1 Day	£79.00	£79.00	0.0%			
Appointed Persons First Aid	1 Day	£79.00	£79.00	0.0%			
First Aid at Work	3 Days	£175.00	£169.00	-3.4%			
First Aid at Work Refresher	2 Days	£125.00	£125.00	0.0%			
Paediatric First Aid	2 Days	£125.00	£125.00	0.0%			
ISAF	1 Day	£125.00	£119.00	-4.8%			
<b>Sports progression and recreation</b>							
Club affiliation fee (Adult)	Annual	£30	£30	0.0%			
Club affiliation fee (Child)	Annual	£20	£25	25.0%			
Club Sailing (Adult)	Evening Session	£5.00	£8.00	60.0%			
Clinic session	0.5 days	No price	£20.00	New price			
Sailability sessions	1.5 hours	No price	£5.00	New price			
Onboard club	3 hours	No price	£5.00	New price			
Youth Sailing Week	5 Days	£225.00	£225.00	0.0%			
Youth Activity Weekend	2 Days	£125.00	£99.00	-20.8%			
<b>Public and specialist courses</b>							
Big rib experience	0.5 Day	£275.00	£285.00	3.6%			
Corporate day (meeting room and half day experience)	0.5 Day	No price	£39.50	New price			
Corporate day (full day experience)	1 day	No price	£49.50	New price			
Birthday parties	0.5 Day	No price	£24.50	New price			
<b>Facility usage</b>							
Room Hire	1 Hour	£10.00	£10.00	0.0%			
Room Hire	1 Day	No price	£75.00	New price			
Refreshments (Tea, Coffee and Biscuits)	Per person	No price	£2.50	New price			
Launch fee	1 Off Fee	£25.00	£25.00	0.0%			
<b>Education &amp; Young Peoples groups</b>							
Half day prices	Crewed boat	Dinghies	P.boat	P.Boat (river)	P.B Cowes	Raft Building	Additional instructor
	3	6	3	10	9	6	1
Schools (Southampton and Hampshire)	£30.00	£50.00	£30.00	£100.00	£275.00	£50.00	£35.00
Youth services & not for profit organisations	£39.00	£75.00	£35.00	£100.00	£275.00	£50.00	£39.00
Private schools, colleges, out of county and	£49.00	£99.00	£45.00	£125.00	£275.00	£79.00	£44.50

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## LIBRARIES

Activity	HOW LONG	Price 2009-10	Price 2010-11	Venue	% Increase	RATIONALE
<b>TO HIRE</b>						
Compact Discs	1 week	£0.90	£1.00	All libraries	11.1%	
Video/DVD	1 week	£1-3.50	£1-2.00	All libraries		To boost income-in line with commercial prices
Adult books on cassette	4 weeks	£0.50	£0.50	All libraries	0.0%	
Adult books on CD and MP3	4 weeks	£1.50	£1.50	All libraries	0.0%	
Adult books on CD and MP3 - over 60s	4 weeks	£1.00	£1.00	All libraries	0.0%	
Children CD ROMS	4 weeks	£1.00	£1.00	All libraries	0.0%	
Adult CD ROMS	4 weeks	£2.50	£2.00	All libraries	-20.0%	To boost income-in line with commercial prices
Information DVDs	4 weeks	£2.00	£2.00	All libraries	0.0%	
<b>LOST ITEMS</b>						
Books		Replacement cost	Replacement cost	All libraries	0.0%	
MP3 Player		N/a	£30.00	All libraries		New service
Story Sack		£50.00	£50.00	All libraries	0.0%	
<b>LATE CHARGES</b>						
Overdue Books	daily	£1.00	£3 maximum	All libraries	0.0%	
Overdue Books over 60s	daily	£0.05	£1.50 maximum	All libraries	0.0%	
Story Sacks	daily	£0.50	£15 maximum	All libraries	0.0%	
Video, DVD and computer games at hire charge of £1.00	daily	25p	£7.50 maximum	All libraries	0.0%	
Video, DVD and computer games at hire charge of £2.00	daily	50p	£15 maximum	All libraries	0.0%	
Compact Discs	daily	30p	£7.50 maximum	All libraries	0.0%	
<b>RESERVATION FEES</b>						
Adult items not in stock in Southampton	N/A	£2.50	£3.00	All libraries	20.0%	Better reflection of actual cost
Music Sets not in stock in Southampton	N/A	£5.00	£15.00	All libraries	200.0%	Actual cost of supply
<b>OTHER CHARGES</b>						
CD-RW	N/A	£1.50	£1.50	All libraries	0.0%	
USB flash drive	N/A	£6-10	£6-10	All libraries	0.0%	
A4 Black and white photocopies and print out	N/A	£0.10	£0.10	All libraries	0.0%	
A4 Colour photocopies and print out	N/A	£0.20	£0.40	All libraries	100.0%	In line with commercial prices
A3 Black and white photocopies and print out	N/A	£0.20	£0.20	All libraries	0.0%	
A3 Colour photocopies and print out	N/A	£0.80	£0.80	All libraries	0.0%	
A4 Prints from microfilm	N/A	£0.10	£0.10	Central	0.0%	
A3 Prints from microfilm	N/A	£0.20	£0.20	Central	0.0%	
Fax copies inside UK	N/A	£1 front page - 50 p other pages	£1 front page - 50 p other pages	All libraries	0.0%	
Fax copies outside UK	N/A	£1.50	£1.50	All libraries	0.0%	
Large printing transcriptions for institutions	N/A	£0.10	£0.10	Central	0.0%	
Braille transcriptions for institutions	N/A	£0.20	£0.20	Central	0.0%	
Meeting Room/ Library Hire Commercial Use	per 1 hour	£20	£25	All libraries	25.0%	Market price of comparable facilities available elsewhere
Jute Recycling bags		£2.99	£2.99	All libraries	N/A	

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**Arts and Heritage - Art Gallery**

Activity	Duration of Activity (if applicable)	Price 2009-10	Price 2010-11	Venue	% Increase	Comments
<i>e.g. Art Gallery Tours</i>						
Tours (any leader)	1 hour	£40.00	£42.00	Art Gallery	5.0%	Charges to schools
Workshops	1 hour	£70.00	£72.00	Education room	2.9%	Charges to schools
Out of school activities	Maximum 2 hours	£4.80 per child	£5.80	Any arts and heritage venue	n/a	Terms revised to reflect market rate and consistency across venues
Conservation studio tour	1 hour	£59.00	£60.00	Conservation Studio	1.7%	Increase brings this charge into line with other staff talks
Corporate curatorial talk	1 hour	£206.00	215.00	Art Gallery or off-site	4.4%	plus expenses
<b>Art Lease charges per item</b>						
Standard (£2,000 and under)	1 year	£77.00	£80.00	Client	3.9%	New charging bands introduced in 2009/10
Bronze (£2,000-£10,000)	1 year	£119.00	£120.00	Client	0.8%	New charging bands introduced in 2009/10
Silver (£10,001-£20,000)	1 year	£202.00	£205.00	Client	1.5%	New charging bands introduced in 2009/10
Gold (£20,000-50,000)	1 year	£437.00	£440.00	Client	0.7%	New charging bands introduced in 2009/10
Platinum (over £50,000)	1 year	POA	POA	Client		New bespoke offer introduced in 2009/10
Art4Schools image hire	new annual charge	30 per term	90	client's	n/a	New cost effective annual charge introduced; other options deleted
<b>Art Gallery Hire</b>						
Art Gallery hire (venue only)	1 hour (daytime)	£200.00	250.00	Art Gallery		Charges revised to reflect different charging periods. Discounts given for internal bookings and sponsors.
	5 hours (out of hrs)	£1,500.00	1,525.00	Art Gallery for max 475 guests		
	5 hours	£1,000.00	1,050.00	Baring Gallery or side gallery		
Art Gallery hire: weddings	per core hour	n/a	175.00	Art Gallery		Charges revised to take account of different charging periods
Art Gallery hire: corporate	per core hour	n/a	150.00	Art Gallery		
Art Gallery:corporate	outside core hours	n/a	300.00	Art Gallery		
A4 colour print	N/A	£17.00	£20.00	N/A	17.6%	Reflects increased staff time
A3 Colour print	N/A	£34.00	£36.00	N/A	5.9%	

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Arts and Heritage - Heritage

Activity	Duration of Activity (if applicable)	Price 2009-10	Price 2010-11	Venue	% Increase	Comments
Out of school activities	Maximum 2 hours	£4.80	£5.80	Any arts and heritage venue	20.8%	Terms revised to reflect market rate and consistency across venues
TMH set up charges in relation to private functions weddings etc 9am-5pm M-F	per hour	n/a	£50.00	TMH/Museums	new	New charge to reflect staff time for setting up work.
Hire of Tudor Merchant's Hall / Museums internal functions daytime (Mon - Fri 9am -4pm)	4 hours	£300.00	£350.00	TMH / Museums	16.7%	New internal price for daytime hire, to reflect market demand for meeting spaces
Hire of Tudor Merchant's Hall / Museums per additional hour Mon-Friday 4pm -10pm	Additional hours	£100.00	£100.00	TMH / Museums	n/a	clarification of hours/days
Hire of Tudor Merchant's Hall / Museums per hour Mon-Fri 10-11pm	10pm - 11pm	£125.00	£125.00	TMH / Museums	n/a	clarification of hours/days
Talks by curators, conservators and other staff to community groups	max 1.5 hours	£47-£59	£60.00	Any arts and heritage venue		Previously prepared talks, maximum group size 20
Talk by staff, as above, off site	max 1.5 hours	£47-£59	£60.00	Non-SCC venues	n/a	Plus staff travel time and expenses
Research time for talks	per hour		£50.00		n/a	New charge
Corporate Curatorial Talks	1 hour	£206.00	£215.00	At Museums or off-site	4.4%	plus expenses
<b>Archives</b>						
Black & White A4		£0.32	£0.35	Archives Offices	9.4%	Increases to reflect increased costs during the year and comparable charges for services elsewhere.
Black & White A3		£0.42	£0.45	Archives Offices	7.1%	Increases to reflect increased costs during the year and comparable charges for services elsewhere.
Laser A4		£1.58	£1.65	Archives Offices	4.4%	Increases to reflect increased costs during the year and comparable charges for services elsewhere.
Laser A3		£1.85	£2.00	Archives Offices	8.1%	Increases to reflect increased costs during the year and comparable charges for services elsewhere.
Microfiche printouts by user		£0.63	£0.70	Archives Offices	11.1%	Increases to reflect increased costs during the year and comparable charges for services elsewhere.
By staff		£1.26	£1.30	Archives Offices	3.2%	Increases to reflect increased costs during the year and comparable charges for services elsewhere.
Computer printouts		£32.00	£33.00	Archives Offices	3.1%	Increases to reflect increased costs during the year and comparable charges for services elsewhere.
A0 size maps		£4.73	£5.00	Archives Offices	5.7%	Increases to reflect increased costs during the year and comparable charges for services elsewhere.
Digital images		£2.63	£3.00	Archives Offices	14.1%	Increases to reflect increased costs during the year and comparable charges for services elsewhere.
Images on CD ROM		£2.63	£3.00	Archives Offices	14.1%	Increases to reflect increased costs during the year and comparable charges for services elsewhere.
<b>Search Fees</b>						
Search for Baptism Entry & Certificate		£4.20	£4.50	Archives Offices	7.1%	
Search and certified copy of Motor Vehicle Registration documents		£2.63	£3.00	Archives Offices	14.1%	Revised charge to reflect market rate
Certified copies from Electoral Registers		£4.20	£4.00	Archives Offices		Free for groups in the city under the Community Archaeology Programme
Search of Central Index Register of Seamen		£15.75	£16.00	Archives Offices	1.6%	
General Research (anything beyond information on holdings or short, specific searches)		£38.00	£40.00	Archives Offices	5.3%	Revised charge to reflect market rate
Hire of Tudor Merchant's Hall / Museums for private function (Sat - Mon & after 5pm)	4 hours	£700.00	£700.00	TMH / Museums		We are not proposing to increase hire rates until after the completion of the refurbishment. This venue will be closed from Oct 2009 - spring 2010
Hire of Tudor Merchant's Hall / Museums for private function (Sundays and Mondays)	4 hours	£700.00	£700.00	TMH / Museums		We are not proposing to increase hire rates until after the completion of the refurbishment. This venue will be closed from Oct 2009 - spring 2010
Hire of Tudor Merchant's Hall / Museums for general bookings in daytime (Tues - Fri)	4 hours		£300.00	TMH / Museums		New price for daytime hire, to reflect market demand for meetings
Hire of Tudor Merchant's Hall / Museums	Additional hours	£33.00	£150.00	TMH / Museums		
Hire of Tudor Merchant's Hall / Museums	10pm - 11pm	£66.00	£175.00	TMH / Museums		
Admission charge to Maritime Exhibition	Variable	£4 per head	£4.00	Maritime Museum		This is a maximum charge that may be varied to reflect market conditions. Proposed admission:£2.50 adult; £1.50 concessions; £5.50 family; Children under 7 free
Admission charge to Archaeology Exhibition	Variable	£4 per head	£4.00	Archaeology Museum	new	This is a maximum charge that may be varied to reflect market conditions. Proposed admission:£2.50 adult; £1.50 concessions; £5.50 family; Children under 7 free
Joint admission charge to Maritime and Archaeology	Variable	£6 per head	£6.00	Archaeology Museum and Maritime Museum	new	The passport ticket was introduced in 2008 and has proved to be popular. Actual proposed passport ticket price: £3.50 adult; £2.50 concessions; £8. family; Children under 7 free
Joint admission with Solent Sky - Passport ticket	Variable	TBC			WIP	
Hire of God's House Tower Museum	2 hours	£500.00	£525.00	New product in 2007/8	5.0%	
Hire of Maritime Museum	2 hours	£500.00	£525.00	New product in 2007/8	5.0%	
Art Vaults		£500.00	£525.00	New product in 2007/8	5.0%	
Corporate curatorial talk	1 hour	£206.00	215.00	Art Gallery or off-site	4.4%	plus expenses
Talk for community or stakeholder group	1 hour		£50 plus travel			New rate introduced to reflect demand
<b>Search Fees</b>						
Search for Baptism Entry & Certificate		£4.00	4.20		5.0%	
Search and certified copy of Motor Vehicle Registration documents		£2.50	2.63		5.2%	
Certified copies from Electoral Registers		£4.00	4.20		5.0%	
Search of Central Index Register of Seamen		£15.00	15.75		5.0%	
General Research (anything beyond information on holdings or short, specific searches)		£36.00	38.00		5.6%	

Activity	Duration of Activity (if applicable)	Price 2007-08	Price 2010-11	Venue	% Increase	Comments
<b>Digital Archive</b>						
Digital Archive - 1 - 10 files	N/A	£100.00	£108.00		8.0%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Digital Archive - 11 - 100 files	N/A	£150.00	£162.00		8.0%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Digital Archive - 100+ files	N/A	£300.00	£324.00		8.0%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
<b>Paper Records</b>						
Sheets stored in documents boxes sized 380x250x125mm	N/A	£8.81	£9.50		7.8%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Outsize documents requiring separate storage	N/A	£2.55	£2.74		7.5%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
<b>Drawings</b>						
To be submitted for storage in drawers , cost per drawing	N/A	£1.13	£1.21		7.1%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Drawings size A1 or larger to be submitted rolled to specification	N/A	£2.55	£2.74		7.5%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
<b>Photographs</b>						
Negatives, per hanging files	N/A	£1.45	£1.56		7.6%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Negatives, loose, per three strips	N/A	£1.72	£1.85		7.6%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Contact Prints, per hanging files	N/A	£1.45	£1.56		7.6%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Contact prints, loose, each	N/A	£1.72	£1.85		7.6%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Prints, 6x4, in sleeves, each	N/A	£0.36	£0.39		8.3%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Prints, loose, each	N/A	£0.72	£0.78		8.3%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Transparencies, 35mm, mounted, per hanging file	N/A	£1.83	£1.97		7.7%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Transparencies, 35mm, loose, per 100	N/A	£11.67	£12.58		7.8%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
X-Radiographs, each	N/A	£1.45	£1.56		7.6%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Microforms, fixed cost	N/A	£1.45	£1.56		7.6%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Black & White A4		£0.30	£0.32		6.7%	
Black & White A3		£0.40	£0.42		5.0%	
Laser A4		£1.50	£1.58		5.3%	
Laser A3		£1.75	£1.85		5.7%	
Microfiche printouts by user		£0.60	£0.63		5.0%	
By staff		£1.20	£1.26		5.0%	
Computer printouts		£30.00	£32.00		6.7%	
A0 size maps		£4.50	£4.73		5.1%	
Digital images		£2.50	£2.63		5.2%	
Images on CD ROM		£2.50	£2.63		5.2%	
Images on CD ROM		£3.00	£3.10		3.3%	
<b>The Material Archive</b>						
<b>Bulk Finds</b>						
One Southampton standard cardboard box at 260x560x130mm	N/A	£15.65	£17.23		10.1%	10.1% increase (EH comparator)
One Southampton large box at 260x560x260mm	N/A	£31.30	£34.46		10.1%	10.1% increase (EH comparator)
<b>Itemised Finds</b>						
One Southampton standard cardboard box at 260x560x130mm	N/A	£15.65	£17.23		10.1%	10.1% increase (EH comparator)
One Southampton large box at 260x560x260mm	N/A	£31.30	£34.46		10.1%	10.1% increase (EH comparator)
Items finds that do require storage in a controlled environment (e.g. metal, glass, organic material), each	N/A	£0.30	£0.32			
Cost of entering SMART 5 forms into Object Database, per form	N/A	£0.77	£0.83		7.8%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007
Cost of entering SMART 5 forms into Object Database, per form including scanning image	N/A	£1.45	£1.56		7.6%	% increase for all 7.8% (CPI 1.4.07 - 31.12.09) - The prices have not been increased since 2007

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	LEASE OF TOWER HOUSE, TOWN QUAY		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR RESOURCES AND WORKFORCE PLANNING		
<b>AUTHOR:</b>	Name:	Sharon Bishop	Tel: 023 8083 2754
	E-mail:	<a href="mailto:sharon.bishop@southampton.gov.uk">sharon.bishop@southampton.gov.uk</a>	

**STATEMENT OF CONFIDENTIALITY**

None

**SUMMARY**

A review of the use of Tower House has in the short term created surplus accommodation. In the meantime an agreement has been reached to allow the Arts Organisation ASPACE to use vacant space at Tower House at nil rent providing they cover all other outgoings. This report outlines further details of the proposals and seeks consent to grant a lease at less than best consideration.

**RECOMMENDATIONS:**

- (i) To approve the grant of a lease of Tower House to ASPACE at less than market rent on the terms set out in this report
- (ii) To delegate authority to the Head of Property and Procurement to finalise lease terms and to take all appropriate steps in consultation with the Solicitor to the Council to complete the lease.

**REASONS FOR REPORT RECOMMENDATIONS**

1. Most of the accommodation at Tower House is currently surplus to Council requirements although Arts and Heritage require use of a couple of rooms. This agreement will mean Arts and Heritage can save on the outgoings whilst the future of the building is being decided.

**CONSULTATION**

2. Consultation has been undertaken with the relevant officers within the Arts and Heritage Division concerning the agreed lease terms.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. Not to grant the lease. However this would leave Arts and Heritage with unnecessary additional outgoings, given that accommodation needs can mainly be met elsewhere in Arts and Heritage properties
4. To allow other Council services to use the building. No interest has been expressed by other services. In addition, the building only minimally complies with DDA requirements and would be expensive to adapt for other Council uses for this short period.

5. To grant a lease on the open market. However it would be difficult to find a suitable tenant who is willing to take the accommodation for only a short period and to share that accommodation with Arts and Heritage and any such tenant is unlikely to take a lease of the accommodation without a substantial rent free period given its current condition.

## **DETAIL**

6. Tower House is currently used by the Arts and Heritage Division for a number of purposes. Staff in the adjacent Gods House Tower Museum use the kitchen and toilet facilities in Tower House. The main part of the building is also used for Heritage staff who are being re-located to other council accommodation. They will need to retain a couple of rooms in Tower House for the foreseeable future, in order to continue delivering services in the Museum of Archaeology. This will leave the majority of the accommodation at Tower House vacant whilst its future is being considered by the Council.
7. ASPACE is a local group that supports emerging artistic talent and enables the development of sustainable careers within the arts. They are seeking accommodation to improve opportunities for start-up desk/screen based creative industries small and micro enterprises to get established. There will be no practical art related activity of a painting or sculptural nature
8. ASPACE are willing to take a 2 year lease of Tower House whilst its future is being reconsidered. They will be unable to pay a rent but will cover all other outgoings for the building.
9. ASPACE is the trading name for the company "RISING STATUS LIMITED – a company limited by guarantee. They have applied for charitable status which should be confirmed by April and will thus be able to apply for 80% rates rebate. They have previously received grants from Arts Council England South East, the national arts development and grant giving body, and are making an application to support the running costs of the project. The results of which will be known in February. Feedback so far has been very positive. The letting is contingent upon this.
10. Heritage will retain use of part of the building for storage, IT access and office space in relation to their use of Gods House Tower museum next door. Arts & Heritage may need to undertake some works to the premises to make it suitable for sharing with ASPACE. This is likely to cost in the region of £3000 and can be met from existing revenue budgets.
11. This report is to obtain Cabinet Authority to the lease as it will be at less than market rent. Detailed lease terms have yet to be agreed however it is hoped the group can take possession shortly after they have received their charitable status in April.
12. There is no policy on council lettings at less than market rent and each need to be considered on their own merits.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

13. There are no capital implications for this transaction

## **Revenue**

14. A letting to ASPACE will cover all the running costs of this building making a £12,000 saving each year. This was included in Arts and Heritage 2010-11 savings proposals. The alteration works necessary to enable sharing of the building with Aspace will cost in the region of £3000 and can be met from existing revenue budgets.

## **Property**

15. The letting will be at nil rent with ASPACE being made responsible for all other outgoings. The detailed terms of the letting are still to be agreed by Property Services and approved by the head of Property and Procurement. The building is currently a service property but if the letting proceeds it will become a social property letting.
16. In a reasonable condition the building would have a rental value of approximately £9,500 per annum however it is likely any ingoing tenant would require a substantial rent free period in order to make the premises suitable for its use.

## **LEGAL IMPLICATIONS**

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

17. The Council have rights under the Local Government Act 1972 - General Disposal Consent (England) 2003 to let premises at less than best consideration.

### **Other Legal Implications:**

18. Before deciding to Dispose at an Undervalue the Council must comply with a number of statutory and other obligations. It must :
- Keep firmly in mind its` accountability and fiduciary duty to local people – Assisting with this proposal will encourage the growth of starter businesses which will benefit local people.
  - Believe that it will help to secure promotion or improvement of the economic, social or environmental well-being of its area – This proposal complies with the City Priority Theme– “Getting the City Working” and with Strategic Objective 3 within the City of Southampton Strategy “A Dynamic Business Environment” through the promotion of economic prosperity in the City by assisting the provision of local businesses and enabling more residents to enjoy rewarding employment.
  - Ensure the Undervalue does not exceed £2M- the under value does not exceed this figure.
19. A State Aid issue on any price received under best consideration or by way of subsidy must be considered. However, in these circumstances, the issue is remote due to the market conditions and value.

## **POLICY FRAMEWORK IMPLICATIONS**

20. These proposals comply with the Medium Term Policy Framework Plan in the following areas:

- Enhance Southampton’s reputation as a city of imaginative arts and cultural opportunities. To be taking a strong leadership role within Southampton to ensure the city is delivering a varied and dynamic leisure and cultural offer which contributes towards the Community Strategy vision, enhancing the city image and increasing participation from all sections of the community.
- Improve the City image through the leisure and culture offer. Increased the city’s creative and cultural industries particularly around local strengths in the arts, film and media, and maritime sectors.
- Support educational attainment and lifelong learning through leisure and culture. To provide comprehensive leisure and culture services giving access to learning information, information technology and a wide range of high quality books, activities and events which stimulate the enjoyment of learning, that also improves educational and employment outcomes for citizens and support an economically successful City.
- Bring Southampton’s heritage to life. Completed options appraisal and implemented proposals to maximise the usage and value from our heritage buildings/sites to enable them to be brought back into use for public access or commercial operation.

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members’ Rooms and can be accessed on-line**

**Appendices**

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

1.	None
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**Background Documents**

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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**Background documents available for inspection at:** N/A

**KEY DECISION?** No

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bargate
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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	ARIADNE HOUSE, TOWN QUAY - RENEWAL OF LEASE TO THE COUNCIL		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR RESOURCES AND WORKFORCE PLANNING		
<b>AUTHOR:</b>	Name:	Sharon Bishop	Tel: 023 8083 2754
	E-mail:	sharon.bishop@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

None

**SUMMARY**

The Council's Highway and Parking Division currently occupy offices at Ariadne House under a lease that has now expired. The Council have statutory rights to remain in the offices whilst new terms are being agreed. Terms have now been agreed for a renewal of this lease for a term of 10 years with break clauses. A Cabinet Decision is required as there are no delegated powers to agree a lease to the Council.

**RECOMMENDATIONS:**

- (i) To approve the renewal of the lease at Ariadne House on the terms set out in this report
- (ii) To delegate authority to the Head of Property and Procurement to finalise lease terms and to take all appropriate steps in consultation with the Solicitor to the Council to complete the lease.

**REASONS FOR REPORT RECOMMENDATIONS**

1. The future location of the Romanse facility is under consideration and the relocation of the Romanse facility for an intervening period would be expensive for the Council therefore the renewal of the lease with appropriate break clauses is considered to be the best option at present for the Council.

**CONSULTATION**

2. Consultation has been undertaken with the relevant officers within the Environment Directorate concerning the agreed lease terms.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. Not to renew the lease, however, as stated above the future location of the Romanse facility is under consideration and the relocation of the facility for an intervening period would be expensive for the Council therefore relocating the service for a short period was not preferred.

**DETAIL**

4. The Council currently occupies offices at Ariadne House as a base for the ROMANSE Team.

5. The current lease for a term of 10 years expired on 30 June 2009. The Council's position is protected as the lease is a secure tenancy under the Landlord and Tenant Act 1954.
6. Terms for a new lease have been negotiated and the following terms have been agreed.
  - Term - 10 years from 1<sup>st</sup> July 2009
  - Rent - £48,850 pa
  - Tenants Break options at the end of 3.5 years and after 7 years
  - The service charge provisions will exclude any costs relating to works to the structure of The Quay including the slab and anything beneath it.
  - Rent Review: At the 5<sup>th</sup> year to open market value
  - All other terms to remain the same as in the old lease.
7. The new rent is an increase of £2,450 pa over the rent previously payable of £46,400 however this was previously restricted to 95% of the market value (this was due to a premium being paid at the beginning of the previous lease).
8. No delegated powers exist for the grant of this lease to the Council and therefore Cabinet authority is required.
- 9.. The Council requires break clauses within the new lease. This is because the future delivery of the service is under consideration. The Council are currently considering a number of options in this respect. The landlord was not prepared to agree break clauses any more frequently than 3.5 and 7 years and therefore future proposals will need to take these dates into account.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

10. There are no capital implications for this transaction

### **Revenue**

11. The agreement will result in an additional rent of £2450pa being payable by the Council, for which sufficient budget provision has been made within the Highways Division account.

### **Property**

12. The agreed rent reflects the open market value of the premises. The Council have statutory rights to renew the lease but only on the same basic terms as their existing lease. The terms are the best achievable under the circumstances.

### **Other**

13. None

## **LEGAL IMPLICATIONS**

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

14. Section 120 Local Government Act 1972 gives the Council powers to acquire land (including by lease) by agreement for the purposes of any of their statutory functions.



**Other Legal Implications:**

- 15. The Council have statutory rights to renew their lease under the landlord and Tenant Act 1954

**POLICY FRAMEWORK IMPLICATIONS**

- 16. This proposal complies with the Medium Term Plan and the Local Transport Plan 2.

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

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

1.	None
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**Background Documents**

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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**Background documents available for inspection at:** N/A

**KEY DECISION?** No

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bargate
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## ITEM NO: 32

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	THE PRINCIPLE AND DETAILED TERMS OF PROPERTY DISPOSALS UNDER THE PROPERTY DISPOSALS PROGRAMME		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR RESOURCES & WORKFORCE PLANNING		
<b>AUTHOR:</b>	Name:	Fiona James	Tel: 023 8083 3081
	E-mail:	fiona.james@southampton.gov.uk	

### STATEMENT OF CONFIDENTIALITY

Confidential Appendix 1 contains information deemed to be exempt from general publication by virtue of Category 3 of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the constitution. Publication of this information could influence bids for a property which may be to the Council's financial detriment.

### SUMMARY

This report seeks Members' approval to the provisionally agreed terms for disposal of the two properties set out in confidential Appendix 1.

### RECOMMENDATIONS:

- (i) To approve the provisionally agreed terms for the disposal of 1A-11 Bursledon Road and 6-18 Empress Road as set out in Confidential Appendix 1.

### REASONS FOR REPORT RECOMMENDATIONS:

1. The properties are considered surplus to Council requirements and therefore subject to consideration for disposal. Disposing of these properties supports the rationalisation of the Council's Property Portfolio and enables the Council to raise Capital Receipts.

### CONSULTATION:

2. Consultation has been undertaken with officers throughout the City Council to establish whether the properties are required for any other Council use. This process also included consultation with the Local Strategic Partnership to assess any specific property needs. It has also been established that neither of these properties are held for strategic purposes and are not required for any major City Centre development or for regeneration.

### ALTERNATIVE OPTIONS CONSIDERED AND REJECTED:

3. The properties could be retained in Council ownership which could have a number of disadvantages including:
  - This would not generate a Capital Receipt.
  - Lead to retention of poor performing/management intensive properties.

- There are no Council requirements for the properties.

**DETAIL:**

4. Reports are made regularly to Cabinet to consider releasing surplus operational or investment properties. These reports all support the Council's Corporate Property Strategy which was approved at Cabinet on 20<sup>th</sup> April 2009. This report seeks to obtain authority for disposal of properties as a result of implementing this strategy.
5. Neither of these properties are operational properties. Only half of 6-18 Empress Road is let at an open market rent the other half is vacant. Bursledon Road is let on a ground lease expiring in 2113. Both properties are held in the Resources Portfolio Investment Property Account. If a service area has no further requirement for a particular property then other service areas will consider whether there is any future Council requirement for it. If there are no requirements the Council will consider it surplus and seek approval for disposal.
6. 1A - 11 Bursledon Road is owned by the council and let on a ground lease, which is currently on the market. The premises were previously used as a car showroom and forecourt. Terms have been provisionally agreed for the disposal of the Council's freehold and the proposed purchaser has provisionally agreed to acquire the tenant's interest. The intending purchaser, a building contractor, is new to the city and intends to use the site for their own purposes as offices with car parking.
7. 6-18 Empress Road is a poor quality single industrial unit split into two areas, one of which is occupied by the proposed purchaser, whilst the other half is vacant following the previous tenant going into administration and now producing no rent. Following a period of marketing there has been no interest except from the adjoining occupier who wishes to acquire the freehold. Ownership would provide them with the opportunity to expand their business. This is a management intensive property for the Council.
8. These disposals are being brought forward now for the following reasons: Both of the proposed disposals will be to locally based companies who will operate their businesses from the premises, providing opportunities for them to expand and provide additional employment locally. Both offers are recommended for acceptance.

**FINANCIAL/RESOURCE IMPLICATIONS:**

**Capital**

9. The properties to be sold included in The General Fund would generate 100% usable Capital Receipts.

**Revenue**

10. There are no significant revenue implications arising from the sale of the properties. They do not bring in a substantial income, and are considered suitable for disposal. The financial gain from disposal more than outweighs the loss in annual rental income.

## **Property**

11. The properties are recommended for disposal including the disposal of 1A-11 Bursledon Road and 6-18 Empress Road for which terms are provisionally agreed and for which approval is sought to the detailed terms in Appendix 1.

## **Other**

12. None

## **LEGAL IMPLICATIONS:**

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

- 13 Bursledon Rd 01A – 11 – Town & Country Planning Act 1971 pt 6  
Empress Road, 6 – 18 Site A and B – Town & Country Planning Act 1990

## **POLICY FRAMEWORK IMPLICATIONS:**

- 14 The proposals set out in this report are not contrary to any policy implications. The Capital Receipts from the sale of service properties are used to finance the Council's Capital Programme and therefore form part of the Council's overall budget and policy framework.

## **SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

### **Appendices**

1. Detailed terms for disposal of 1A-11 Bursledon Road and 6-18 Empress Road - Confidential
2. Plans  
Plan: V2638 : Empress Road 6 -18 Site B  
Plan: V2639 : Empress Road 6-18 Site A  
Plan: V2644 : Bursledon Road 001A - 011

### **Documents In Members' Rooms**

1. None

### **Background Documents**

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

**Background documents available for inspection at: N/A**

**KEY DECISION? Yes**

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bevois Ward, Peartree Ward
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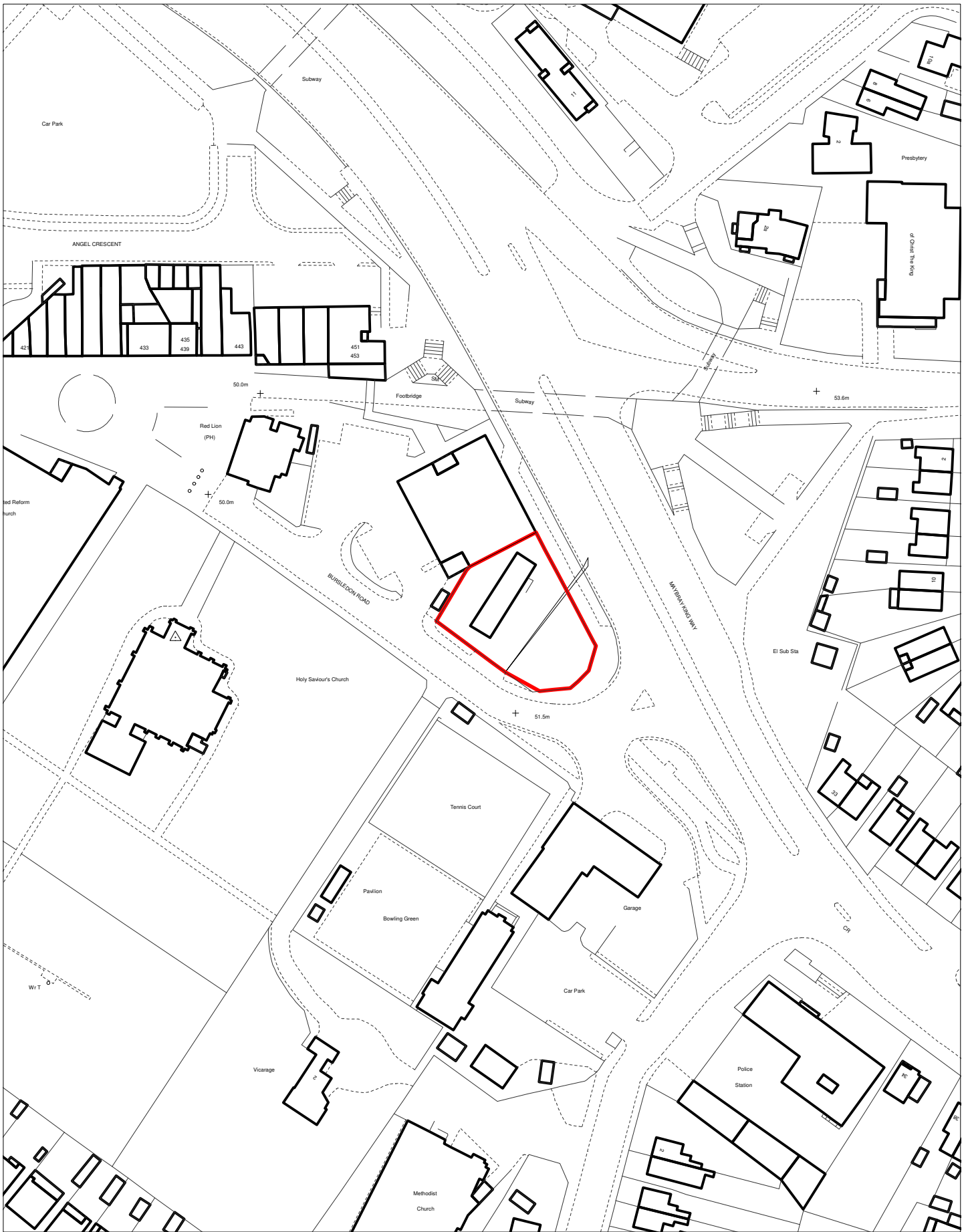
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by virtue of paragraph number 3 of the Council's Access to Information Procedure Rules

**Document is Confidential**

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**PROPERTY SERVICES**  
 SOUTHAMPTON CITY COUNCIL  
 OVERLINE HOUSE, BLECHYNDEN TERRACE,  
 SOUTHAMPTON, SO15 1GW.

SCALE  
 1:1250

DATE  
 01/12/09

PLAN NO  
 V2644



TITLE  
 Bursledon Road 001A - 011



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 <p><b>SOUTHAMPTON CITY COUNCIL</b></p>	<p><b>PROPERTY SERVICES</b>          SOUTHAMPTON CITY COUNCIL          OVERLINE HOUSE, BLECHYNDEN TERRACE,          SOUTHAMPTON, SO15 1GW.</p>	<p>SCALE          1:1250</p>	<p>DATE          01/12/09</p>
	<p>PLAN NO          V2638</p>	<p>TITLE          Empress Road 006 - 018 Site B Ground Floor</p>	

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	<b>PROPERTY SERVICES</b> SOUTHAMPTON CITY COUNCIL OVERLINE HOUSE, BLECHYNDEN TERRACE, SOUTHAMPTON, SO15 1GW.		SCALE 1:1250	DATE 01/12/09
	PLAN NO V2639	TITLE Empress Road 006 - 018 Land		

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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	CAR PARKING SPACES AT SECOND AVENUE, MILLBROOK -TO GRANT AN OPTION TO LEASE		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR RESOURCES AND WORKFORCE PLANNING		
<b>AUTHOR:</b>	Name:	Tina Wright	Tel: 023 8083 3403
	E-mail:	Tina.wright@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

None

**SUMMARY**

This report seeks approval to grant Selex an option to lease the 150 car parking spaces for a term of 9 years from February 2013, on expiry of the existing lease to NXP Semiconductors. The rental will be determined in 2013 and will be based on open market levels at that time but will not fall below the existing rental of £52,850 per annum.

**RECOMMENDATIONS:**

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

- (i) That approval be given to grant Selex an option to lease the car park at Second Avenue, Millbrook, for a term of 9 years from 26 February 2013 at an open market rental to be determined in February 2013, the detailed terms and provisions of such lease to be approved by the Head of Property and Procurement and the Solicitor to the Council.

**REASONS FOR REPORT RECOMMENDATIONS**

1. This report is submitted for consideration as a General Exception under paragraph 15 of the Access to Information Procedure Rules in Part 4 of the City Council's Constitution, notice having been given to the Chair of the relevant Scrutiny Panel and the Public. The matter requires a decision as the proposed tenant requires an urgent decision for commercial reasons, which cannot be deferred for inclusion in the next Forward Plan.
2. Under the Council's Scheme of Delegation, the Head of Property and Procurement is authorised to approve leases at rents up to £50,000 per annum. Above that figure, the Cabinet Member for Resources and Workforce Planning is authorised to agree such leases. In addition, there are no delegated powers for granting an option to lease.
3. To allow the site to be continued to be used for car parking as opposed to an alternative use. Selex require the site as the main car parking provision for their main facility on the Millbrook Technology Campus. If Selex are not able to secure a certain future for this car parking this will have a major impact on

their main building function.

## **CONSULTATION**

4. No external consultations have been undertaken as the option to lease will be between the Council as Landlord and the proposed Tenant, Selex.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

5. That the option is not granted. This car park is very important to Selex in supporting their future continued operation at the company's main manufacturing facility on the Millbrook Technology Campus.
6. That the option is not granted in order for an alternative use to be considered on the site. Due to the configuration of the site the alternative uses are limited and car parking is the best use for the site in the medium term.

## **DETAIL**

7. The site is currently let to NXP Semiconductors UK Ltd for a term of 20 years from 26 February 1993 expiring on 25 February 2013. The rent is to be reviewed every 5 years to the open market rent for the property. The passing rental of £52,850 per annum was determined at the review on 26 February 2008.
8. Selex are currently in occupation of the site by virtue of a sublease from NXP for the remainder of their term to 25 February 2013. Selex occupy a large industrial manufacturing building on the Millbrook Technology Campus under a lease from NXP. Selex are keen to extend their lease on the main campus but require confirmation of the continued use of the car parking before they commit to extend their lease on their building.
9. Selex have therefore approached the Council to request whether an option to lease this car parking area can be granted to Selex from February 2013 for a further term of 9 years to tie in with their lease extension on their Campus building. This new lease will offer Security of Tenure within the Landlord and Tenant Act.
10. The rental on the new lease will be determined to either the greater of the passing rental of £52,850 per annum or the open market rental value in February 2013.
11. The option will be expressed to expire if not exercised by notice in writing to the Council by no later than 26 February 2013.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

12. None

### **Revenue**

13. The existing rental of £52,850 per annum was determined at review in 2008 and will be revised again on the granting of the new lease in 2013. The rental on the new lease will be based on the greater of either £52,850 per annum or the open market rental value in February 2013. The existing and future rental incomes will form part of the Resources Portfolio Investment Property Account.



## **Property**

14. In the unlikely event that NXP decided to renew their lease in 2013 the Selex option agreement would fall away. However NXP does not have lease renewal powers under the Landlord and Tenant Act and so the Council would still be free at that time to let the site to Selex or, if Selex chose not to exercise the option, to whom else it chooses.
15. The Council's asset valuation will be enhanced by any increase and longer term security of rental income from strong tenant covenant.
16. The freehold of this property is held for strategic purposes along with numerous other interests on the Millbrook Trading estate. Retention by the Council is deemed important and piecemeal disposal would not normally be recommended. This is to enable the Council to control/influence what happens to support planning or highway powers or to shape any potential re-development and retention of business uses.

## **Other**

17. None.

## **LEGAL IMPLICATIONS**

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

18. S.123 Local Government Act 1972.

### **Other Legal Implications:**

19. Negotiations between the landlord and the tenant for setting the rent in 2013 will be based on open market levels at that time but will not fall below the existing rental of £52,850 per annum.

## **POLICY FRAMEWORK IMPLICATIONS**

20. The proposal is not contrary to the Policy Framework.

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Member's Rooms and can be accessed on-line**

**Appendices**

1.	Plan V2369
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**Documents In Members' Rooms**

1.	None
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**Background Documents**

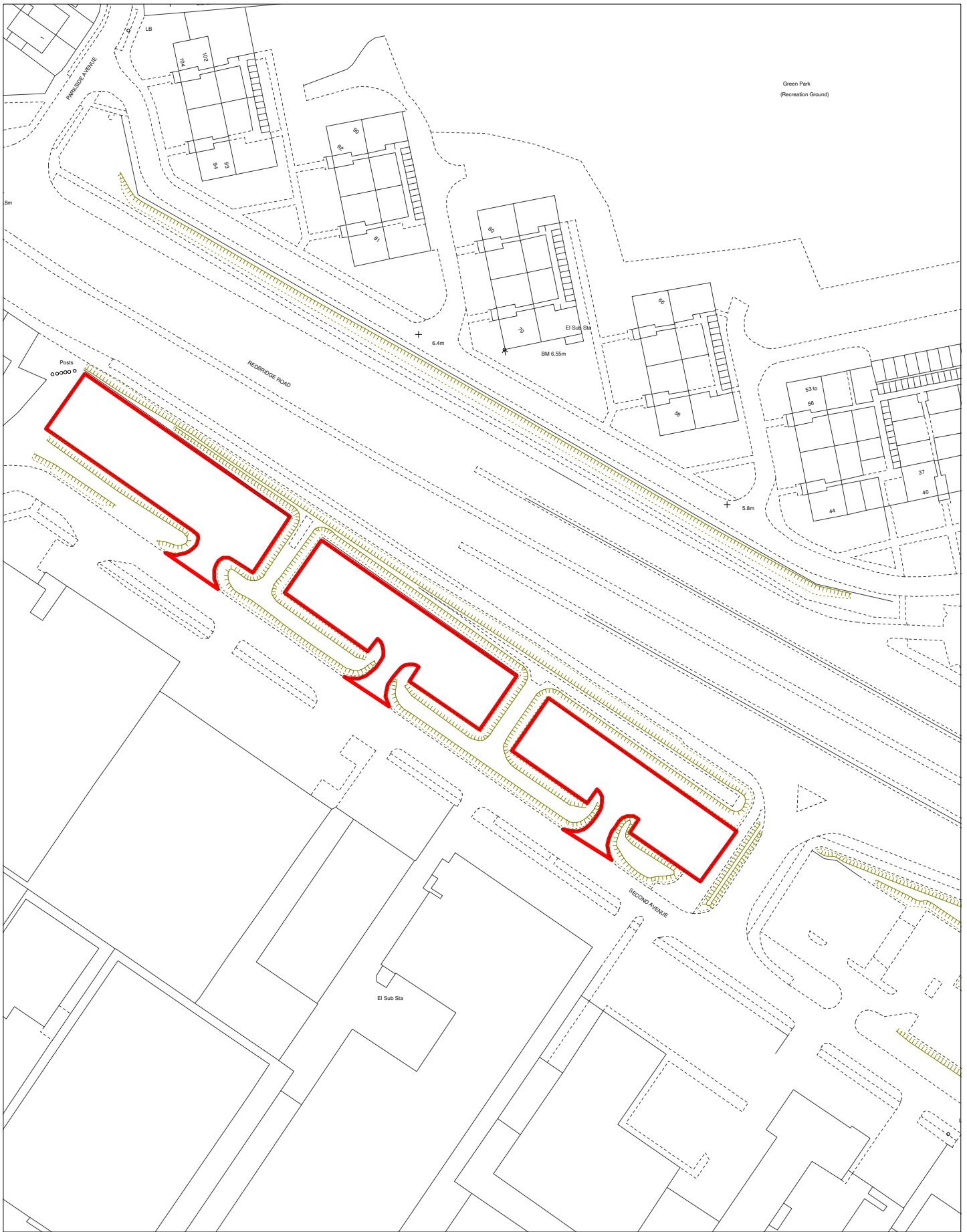
Title of Background Paper(s)      Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

1.	None	
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**Background documents available for inspection at:** N/A

**KEY DECISION?**                      No

<b>WARDS/COMMUNITIES AFFECTED:</b>	Redbridge Ward
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**PROPERTY SERVICES DIVISION**  
 SOUTHAMPTON CITY COUNCIL  
 MARLAND HOUSE, CIVIC CENTRE ROAD,  
 SOUTHAMPTON, SO14 7LT.

SCALE 1:1250

DATE  
 03/12/08

PLAN NO  
 V2369

150 Car Parking Spaces Second Avenue



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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	CITY CENTRE COASTAL FLOOD AND EROSION RISK STRATEGY STUDY- FUNDING		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT		
<b>AUTHOR:</b>	Name:	Rob Crighton	Tel: 023 80832322
	E-mail:	Rob.crighton@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

None.

**SUMMARY**

This report seeks approval, subject to confirmation of the full funding of the work from the Environment Agency, to increase the revenue budget to allow the commissioning of work to produce a Coastal Flood and Erosion Risk Strategy for the city centre.

**RECOMMENDATIONS:**

- (i) To approve the addition to Environment and Transport Portfolio's revenue estimates of a City Centre Coastal Flood and Erosion Risk Strategy Study budget of £390,000 in 2010/11 and £122,000 in 2011/12. This study will be fully funded by the Environment Agency and the recommendation is subject to their final confirmation of the study budget.

**REASONS FOR REPORT RECOMMENDATIONS**

1. The current revenue budget does not have provision for this work and the acceptance of the Environment Agency grant and subsequent increase in budget will fund the development of a City Centre Coastal Flood and Erosion Risk Strategy which will reduce flood risk to existing development and support the planning of future development.

**CONSULTATION**

2. Not applicable

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. The alternative of not providing funding for this project would prevent the development of the strategy and would potentially adversely affect the ability to protect existing and future development in the city centre from flooding.

## **DETAIL**

4. The condition of the existing coastal defences means parts of Southampton City are at high probability of flooding (greater than 1 in 200 year annual probability of occurring). There are approximately 1300 properties (635 commercial, 653 residential) within the study area situated within the coastal floodplain from a 1 in 200 year return period event. By 2115 this is predicted to increase to approximately 3600 properties (1336 commercial, 2254 residential).
5. The Strategy will enable flood and erosion risk management in Southampton to be planned and co-ordinated and delivered in a cost-effective way. The strategy will demonstrate the business case for future investment in flood risk management infrastructure in the city, appraise options and provide the basis for future EA investment within the city. The EA will not invest in capital projects in the city in advance of the completion of this study. Without a strategy, increased flood risk could result in social and economic blight in parts of the city and a progressive reduction in investor confidence, constraining the future regeneration of the city centre.
6. The corporate Flood Board has endorsed the development of the strategy as part of an integrated approach to managing flood risk in the city.
7. The Environment Agency (EA) has the national strategic overview of flood and coastal defence and this project has been through the process of review by the EA and been approved for grant aid. The EA locally has also been closely involved in the development of the brief for the work and will continue to be involved through membership of the project board.
8. Subject to approval of funding and completion of procurement process the study is expected to commence in April 2010 and be completed (including final sign off by the EA) by September 2012.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

9. There are no capital implications arising from this proposal

### **Revenue**

10. Environment and Transport Portfolio's revenue budget will be increased by £390,000 in 2010/11 and £122,000 in 2011/12, funded by a grant from the Environment Agency. As the total revenue activity exceeds £200,000, Financial Procedure Rules require that the increase in expenditure budgets is approved in a report to Cabinet.
11. This study will be managed to ensure that there are no financial commitments beyond the funding available from the EA. Any works recommended by the study will be the subject of future funding bids and spending approvals, in accordance with Financial Procedure Rules.

### **Property**

12. There are no direct property implications but reduction of flood risk to existing and future developments would be anticipated following the adoption of the strategy.

**Other**

13. None

**LEGAL IMPLICATIONS**

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

14. DEFRA has policy responsibility for flood and coastal defence in England. However, delivery is the responsibility of a number of flood and coastal defence "Operating Authorities". In the case of Southampton the operating authorities are Southampton City Council and the Environment Agency. The Coast Protection Act 1949 and the Land Drainage Act 1991, provide maritime Councils with permissive powers to carry out coastal defence works (which includes studies).

**Other Legal Implications:**

15. None

**POLICY FRAMEWORK IMPLICATIONS**

16. These proposals are in accordance with the Councils policy framework

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

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

1.	None
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**Background Documents**

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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**Background documents available for inspection at: N/A**

**KEY DECISION? Yes**

<b>WARDS/COMMUNITIES AFFECTED:</b>	
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## ITEM NO:36

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	St. MARY'S LEISURE CENTRE MANAGEMENT ARRANGEMENTS		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR LEISURE, CULTURE AND HERITAGE		
<b>AUTHOR:</b>	Name:	Mike Harris	Tel: 023 8083 2882
	E-mail:	mike.d.harris@southampton.gov.uk	

### STATEMENT OF CONFIDENTIALITY

Appendix 1 is not for publication by virtue of Categories 3 and 4 of paragraph 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not considered to be in the public interest to disclose this information because the Appendix contains confidential and commercially sensitive information which would impact on the integrity of a commercial procurement process and the Council's ability to achieve 'Best Value' in line with its statutory duties.

### SUMMARY

The Council's Sport and Recreation Partnership progressed with a significant milestone in February 2010, with the appointment of a preferred bidder for the main contract. St Mary's Leisure Centre was not part of that package, given the potential for alternative developments to provide a long term solution for provision in the locality. In the short term, Southampton Solent University have expressed an interest in pursuing a role in managing and operating the facility.

Approval is sought from Cabinet to delegate authority to officers, following appropriate consultation with members, to proceed with the granting of a Service Concession to Southampton Solent University for the management and operation of St Mary's Leisure Centre.

### RECOMMENDATIONS:

- (i) To delegate authority to the Executive Director of Neighbourhoods, in consultation with the Executive Director of Resources and the Solicitor to Council following consultation with the Cabinet Member for Leisure, Culture and Heritage, to grant a service concession to Southampton Solent University for the management and operation of St Mary's Leisure Centre as a publicly accessible facility.
- (ii) To authorise the Solicitor to the Council following consultation with the Executive Director of Neighbourhoods and the Executive Director of Resources to do anything necessary to give effect to the proposals contained within this report including, but not limited to, the entering into of agreements, bonds, leases, and such other matters as are ancillary to or expedient for the completion of the project.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. To provide a solution to meet the Council's budgetary targets in relation to St Mary's Leisure Centre.
2. To retain the provision of important community facilities in the City Centre.

## **CONSULTATION**

### **Unions**

3. Trade Unions were consulted on 3<sup>rd</sup> March 2010 and have been advised of the decision timetable. Ongoing meetings will take place with the broader Sport and Recreation Partnership to advise Unions / staff of progress.

### **Sport and Recreation Staff**

4. Staff at the venue have been regularly updated and consulted on the overall Sport and Recreation partnership project and been advised that alternative options are being explored for St Mary's Leisure Centre. They have also been advised of the Council's budget decisions. A staff consultation took place on 8<sup>th</sup> March 2010 to provide information direct to staff.

### **Customers**

5. The principle of alternative management arrangements was contained in the Administrations budget proposals and subsequently part of a broader consultation exercise. No questions or comments were received from the public. Following the meeting with staff, customers were advised by information sheets about the proposals contained within this report.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

6. To continue managing in house. This has been rejected, given the need to meet the overall Council budget requirements and despite improvements in the financial performance of the Centre, they are unable to meet the targets set.
7. Closure. Rejected given the impact on the local community and the opportunities to explore and pursue alternative management options that could meet the Administration's objectives.
8. Include in the broader procurement package. Rejected given that the long term sustainable option to provide sport and recreation services in the locality is some form of joint project with Solent University. Including in the broader package would complicate and probably prejudice this aim.
9. Progress alternative partnership arrangements. Meetings have been held with another organisation who expressed interest in establishing a Social Enterprise to operate the facility and to subsequently support their role in supporting vulnerable young people . They were seeking a long term commitment to the building and a phased reduction in the revenue support the Council provides. These two factors in particular do not support the current thinking and strategy for the building or revenue commitments.

## DETAIL

10. St Mary's Leisure Centre was subject to significant repair work and reopened in early 2007. The work provided the Centre with approximately 5 years life before other substantial investment may be required (notwithstanding any catastrophic events). The long term future of provision in the local area has been tied in with proposals for a joint development with Southampton Solent University (SSU) for some time. These proposals have stalled over difficulties with land purchase issues for Solent University. These issues appear to have progressed recently, but the development, and ultimately provision, of a scheme that may involve the Council is still a number of years away.
11. In the meantime, it is appropriate to consider the short to medium term provision of a sports facility in the area in the context of the Council's budgetary position. The Council's budget for 2010/11 reflects the proposal to remove the current costs associated with subsidising the facility.
12. Officers have been engaged in informal dialogue with the University over their interest in managing the facility, and the response has been positive. It is proposed, subject to approval from Cabinet, to enter detailed and final discussions over the granting of a service concession to enable the University to manage the Leisure Centre for a minimum of two years.
13. The Authority believes that the Transfer of Undertakings, (Protection of Employment) Regulations 2006 (TUPE) will apply but will consider alternative tenders where there are genuine exceptional circumstances. Where TUPE applies, the Contractor is required to protect the terms and conditions of transferred staff including pensions.
14. The Contractor is strongly encouraged to seek admission to the Local Government Pension Scheme but if this is refused / impractical must provide a broadly comparable scheme as approved by the Government Actuary's Department (GAD).
15. The Contractor is required to employ new joiners on terms that are overall no less favourable than those of transferred employees.
16. The Council recognises the Best Value Code of Practice on Workforce matters and intends to enter discussions on the avoidance of two-tier working.
17. A significant risk, should this proposal be progressed, is the failure to develop and deliver the replacement facility (in an appropriate timescale). This would leave the Council facing a number of challenging issues, including whether to invest further in the building and equipment to secure a longer lifespan and subsequently service delivery.
18. A service concession is a quick and efficient procurement route, but is more limited in the controls the Council can exert through a service specification in a conventional services contract. Lease terms can specify permitted use for example but there would be no direct control over pricing or programming for instance. SSU has responded with a firm commitment to maintaining significant public access to the facility.

19. The award of a service concession is exempted from the Contract Procedure Rules unlike a services contract. The reasoning for this is the Council will not be spending money on services nor will it be specifying exactly what the provider must do in operating the Centre. Although going to the market with this opportunity may assist the Council in ensuring it achieves best value, proceeding only with SSU on the basis of a service concession has the following advantages:
- The University is the single largest user of the Centre – in any future management arrangements, it plays a critical role.
  - Our long term plans are for a joint project, with the possibility of some SCC investment in a University operated facility; this is the first step in that journey
  - The proposal without a management fee is not attractive to the commercial sector, unless we are happy to have a partner that is not prepared to commit to continued public access at a reasonable level. The University are committed to continued public access
  - The partner will need to TUPE staff and be able to provide an LGPS or GAD approved pension; SSU have the staffing and governance arrangements to meet this need.
  - The University can move quickly enough to meet the financial needs as established by the 2010/11 budget approved by Full Council in February 2010.
20. The University is a significant and robust organisation. It employs approximately 1,500 people and in 2007/08 had a turnover of £81,000,000. Its pension fund is managed through Hampshire County Council. Its mission is “The pursuit of inclusive and flexible forms of Higher Education which meet the needs of employers and prepare students to succeed in a fast-changing competitive world.” The University has a strong emphasis building its role and profile in the local community.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

21. Not applicable.

### **Revenue**

22. The Council’s budget for 2010/11, approved in February 2010, shows a reduction in relation to St Mary’s Leisure Centre subsidy. The proposal provides a mechanism to deliver this saving. Any costs required to conclude contractual arrangements will be met from within the Sport and Recreation Partnership revenue budget.

## **Property**

23. The Council would be entering into a lease for the building. The Council will retain some liability for repairs and maintenance but further negotiations are required, should the proposal proceed, to determine the extent of those liabilities. Repairs are currently funded from the centralised repairs maintenance budget based on a prioritisation system within the whole property portfolio and this will continue to be the case.

## **Other**

24. In February 2010 Cabinet agreed a residual client structure which includes capacity to provide contract management.

## **LEGAL IMPLICATIONS**

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

25. The power to provide leisure facilities derives from the Local Government (Miscellaneous Provisions) Act 1976. The Cabinet will need to make their decisions in accordance with the Council's normal statutory duties, e.g. the duty to achieve best value in the manner in which it discharges its functions under the Local Government Act 1999 which requires all best value authorities, such as Southampton to: "...make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness". [Local Government Act 1999 – Section 3]

### **Other Legal Implications:**

26. The Solicitor to the Council is also the City Council's Monitoring Officer and therefore needs to ensure that at all times the City Council is acting lawfully and within its powers.

## **POLICY FRAMEWORK IMPLICATIONS**

27. The 2009/10 Corporate Improvement Plan includes the following key action: "To develop a long term strategy to address the future management of and secure sustainable investment in the City Council's sports and recreation facilities".

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	Confidential Appendix
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**Documents In Members' Rooms**

1.	None
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**Background Documents**

Title of Background Paper(s)

1.		
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**Background documents available for inspection at:** online

**KEY DECISION? YES**

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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by virtue of paragraph number 3, 4 of the Council's Access to information Proceedure Rules

Document is Confidential

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<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	BITTERNE PARK SIXTH FORM – APPROVAL TO ENTER INTO A CONTRACT		
<b>DATE OF DECISION:</b>	15 MARCH 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR CHILDREN’S SERVICES AND LEARNING		
<b>AUTHOR:</b>	Name:	Dave Kitson	Tel: 023 8083 3643
	E-mail:	Dave.Kitson@southampton.gov.uk	

**STATEMENT OF CONFIDENTIALITY**

Appendix 1 of this report is not for publication by virtue of category 3 (financial and business affairs) of paragraph 10.4 of the Council’s Access to Information Procedure Rules as contained in the Council’s Constitution. It is not considered to be in the public interest to disclose this information because this Appendix contains financial information disclosure of which would prejudice the Council’s ability to obtain best value for public funds through procurement processes.

**SUMMARY**

On 21<sup>st</sup> December 2009 Cabinet approved capital expenditure in the sum of £6,380,000 from the Children’s Services Capital Programme to provide a sixth form at Bitterne Park School. Approval is now required to undertake procurement and enter into a contract in line with the key terms set out in Confidential Appendix 1.

**RECOMMENDATIONS:**

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

- (i) Subject to meeting Learning and Skills Council (LSC) timescales for funding, to delegate authority to the Executive Director for Children’s Services and Learning, following consultation with the Executive Director of Resources, the Solicitor to the Council and the Cabinet Member for Children’s Services and Learning, to undertake all aspects of the procurement of the sixth form facility, including award of contract, in accordance with contract procedure rules.
- (ii) To delegate authority to the Solicitor to the Council and the Executive Director of Resources to do anything necessary to complete the procurement and contract award or otherwise give effect to the procurement of the sixth form facility including but not limited to entering into funding agreements, contracts, licenses and any other legal or financial documentation required as long as the scheme remains within the previously agreed time, cost and quality parameters.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. This report is submitted for consideration as a General Exception under paragraph 15 of the Access to Information Procedure Rules in Part 4 of the Council's Constitution, notice having been given to the Chair and Vice Chair of the Overview and Scrutiny Management Committee and the Public. The matter requires a decision in order to comply with the programme for contract sealing set by the Learning and Skills Council as funder of the project.

## **CONSULTATION**

2. The building project proposals have been discussed with the School and SCC officers and approved by the LSC.
3. A Project Board has been established to oversee the project comprising officers from the Council and Capita Symonds, Bitterne Park School and the LSC.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

4. To not seek approval now to undertake procurement and enter into a contract would result in non compliance with the timescale imposed by the LSC as funding body and the likelihood of losing the funding for the project.

## **DETAIL**

5. The project is being funded by the LSC by the sum of £6.38m and managed by SCC. The contract will be between the City Council and the successful contractor and will be delivered in line with the requirements of the LSC as funding body and corporate financial and procurement regulations.
6. Further details of the project are provided in the Confidential Appendix and a more detailed background and history were reported to Cabinet on 21<sup>st</sup> December 2009. The project is progressing within previously agreed parameters.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

7. The current cost estimate for the project is £6.36 million including design risk contingency, furniture and equipment and professional fees. The project will be wholly funded by the LSC grant of £6.38 million. Funding will be drawn down from the LSC in accordance with the LSC requirements (on 1<sup>st</sup> April 2010 the responsibility for capital funding of school sixth forms will transfer to the School Funding Agency). A Memorandum of Understanding between the School and local authority defining the responsibilities for project risks has been agreed.

### **Revenue**

8. Sixth form funding is currently overseen by the LSC but will transfer to the City Council in April 2010 as part of the overall transfer of responsibility for post 16 education.
9. Funding for school sixth forms is calculated using a national funding formula, the details of which were provided in the December report.

10. Bitterne Park School will need to manage the new sixth form from within the total of this additional grant funding plus its existing 11-16 school budget. The school will also need to plan for any shortfall in funding due to lower than anticipated take up of sixth form places.

### **Property**

11. The grant for the new buildings will be paid by the LSC to the City Council. The land and building of the school, as a community school, rest in the ownership of the Council as the maintaining authority with the day to day control and management of the premises delegated to the Governing Body of the school within the restrictions imposing under the Scheme for Financing School and the terms of the School individual delegated budgets.

### **Other**

12. The building will be designed to achieve British Research Establishment Environment Assessment Method (BREEAM) very good rating.
13. It is anticipated that the project will be procured via the Southampton City Council General Building Framework Lot 3. This is a single stage tender process using Joint Contract Tribunal (JCT) 2005 standard form of contract.

## **LEGAL IMPLICATIONS**

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

14. Bitterne Park School (as proposer) has a legal duty under the School Standards & Frameworks Act 1998 as amended to implement the proposal to establish a sixth form by the date previously approved by the Authority (September 2012). If the school fails to reach agreement with the Authority or the LSC in relation to project management, site issues etc or they fail to meet the requirements of the statutory conditions imposed, the school will be required to apply to the Council, as decision maker for school organisation matters, to defer the implementation date or to revoke the proposals as appropriate. The procurement is being conducted in accordance with national procurement legislation and Constitutional requirements.

### **Other Legal Implications:**

15. The Council, acting in its capacity as decision maker, must also have regard to all relevant equalities legislation, section 17 of the Crime & Disorder Act 1998 and the Human Rights Act 1998 in assessing the impact of these proposals on both individuals and the local community.

## **POLICY FRAMEWORK IMPLICATIONS**

16. The proposed project, as set out in this request, is fully in accordance with the:-
  - Children and Young People's Plan 2009-12
  - 14-19 Learning, Skills and Employability Strategy 2009-12.Economic Development Plan 2009-12.

**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	Confidential Appendix
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**Documents In Members' Rooms**

1.	None
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**Background Documents**

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.	Programme	
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**Background documents available for inspection at Children's Services and Learning, 5<sup>th</sup> Floor Frobisher House, Southampton.**

**KEY DECISION? YES**

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bitterne
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by virtue of paragraph number 3 of the Council's Access to information Proceedure Rules

Document is Confidential

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