

COUNCIL MEETING

Wednesday, 16th March, 2016
at 2.00 pm

Council Chamber - Civic Centre

This meeting is open to the public

Members of the Council

The Mayor – Chair

The Sheriff – Vice-chair

Leader of the Council

Members of the Council (See overleaf)

Contacts

Service Director, Legal and Governance
Richard Ivory
Tel 023 8083 2794
Email: richard.ivory@southampton.gov.uk

Democratic Services Manager
Sandra Coltman
Tel: 023 8083 2718
Email: sandra.coltman@southampton.gov.uk

WARD	COUNCILLOR	WARD	COUNCILLOR
Bargate	Bogle Noon Tucker	Millbrook	Denness Furnell Galton
Bassett	Hannides B Harris L Harris	Peartree	Houghton Keogh Lewzey
Bevois	Barnes-Andrews Burke Rayment	Portswood	Norris Claisse O'Neill
Bitterne	Jordan Letts Lloyd	Redbridge	McEwing Pope Whitbread
Bitterne Park	Fuller Inglis White	Shirley	Chaloner Coombs Kaur
Coxford	Morrell Spicer Thomas	Sholing	Hecks Jeffery Wilkinson
Freemantle	Moulton Parnell Shields	Swaythling	Mintoff Painton Vassiliou
Harefield	Daunt Fitzhenry Smith	Woolston	Chamberlain Hammond Payne

PUBLIC INFORMATION

Role of the Council

The Council comprises all 48 Councillors. The Council normally meets six times a year including the annual meeting, at which the Mayor and the Council Leader are elected and committees and sub-committees are appointed, and the budget meeting, at which the Council Tax is set for the following year.

The Council approves the policy framework, which is a series of plans and strategies recommended by the Executive, which set out the key policies and programmes for the main services provided by the Council. It receives a summary report of decisions made by the Executive, and reports on specific issues raised by the Overview and Scrutiny Management Committee. The Council also considers questions and motions submitted by Council Members on matters for which the Council has a responsibility or which affect the City.

PUBLIC INVOLVEMENT

Questions:- People who live or work in the City may ask questions of the Mayor, Chairs of Committees and Members of the Executive. (See the Council's Constitution ref Part 4 Council Procedure Rules 10.8)

Petitions:- At a meeting of the Council any Member or member of the public may present a petition which is submitted in accordance with the Council's scheme for handling petitions. Petitions containing more than 1,500 signatures (qualifying) will be debated at a Council meeting. (See the Council's Constitution ref Part 4 Council Procedure Rules 10.1)

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

Deputations:- A deputation of up to three people can apply to address the Council. A deputation may include the presentation of a petition. (See the Council's Constitution ref Part 4 Council Procedure Rules 10.7)

MEETING INFORMATION

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

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

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

Mobile Telephones – Please switch your mobile telephones to silent whilst in the meeting.

Southampton City Council's Priorities:

- Jobs for local people
- Prevention and early intervention
- Protecting vulnerable people
- Affordable housing
- Services for all
- City pride
- A sustainable Council

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

Smoking policy – The Council operates a no-smoking policy in all civic buildings

Fire Procedure – In the event of a fire or other emergency, a continuous alarm will sound and you will be advised by Council officers what action to take.

Proposed dates of meetings (Municipal year 2015/16)	
2015	2016
15 July	10 February (Budget)
16 September	16 March
18 November	18 May (AGM)*

*Date subject to the election schedule

CONDUCT OF MEETING

FUNCTIONS OF THE COUNCIL

The functions of the Council are set out in Article 4 of Part 2 of the Constitution

RULES OF PROCEDURE

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

BUSINESS TO BE DISCUSSED

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

QUORUM

The minimum number of appointed Members required to be in attendance to hold the meeting is 16.

DISCLOSURE OF INTERESTS

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

DISCLOSABLE PECUNIARY INTERESTS

A Member must regard himself or herself as having a Disclosable Pecuniary Interest in any matter that they or their spouse, partner, a person they are living with as husband or wife, or a person with whom they are living as if they were a civil partner in relation to:

- (i) Any employment, office, trade, profession or vocation carried on for profit or gain.
- (ii) Sponsorship: Any payment or provision of any other financial benefit (other than from Southampton City Council) made or provided within the relevant period in respect of any expense incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
- (iii) Any contract which is made between you / your spouse etc (or a body in which the you / your spouse etc has a beneficial interest) and Southampton City Council under which goods or services are to be provided or works are to be executed, and which has not been fully discharged.
- (iv) Any beneficial interest in land which is within the area of Southampton.
- (v) Any license (held alone or jointly with others) to occupy land in the area of Southampton for a month or longer.
- (vi) Any tenancy where (to your knowledge) the landlord is Southampton City Council and the tenant is a body in which you / your spouse etc has a beneficial interests.
- (vii) Any beneficial interest in securities of a body where that body (to your knowledge) has a place of business or land in the area of Southampton, and either:
 - a) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body, or
 - b) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you / your spouse etc has a beneficial interest that exceeds one hundredth of the total issued share capital of that class.

Other Interests

A Member must regard himself or herself as having an, 'Other Interest' in any membership of, or occupation of a position of general control or management in:

Any body to which they have been appointed or nominated by Southampton City Council

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

Any body whose principal purpose includes the influence of public opinion or policy

Principles of Decision Making

All decisions of the Council will be made in accordance with the following principles:-

- proportionality (i.e. the action must be proportionate to the desired outcome);
- due consultation and the taking of professional advice from officers;
- respect for human rights;
- a presumption in favour of openness, accountability and transparency;
- setting out what options have been considered;
- setting out reasons for the decision; and
- clarity of aims and desired outcomes.

In exercising discretion, the decision maker must:

- understand the law that regulates the decision making power and gives effect to it. The decision-maker must direct itself properly in law;
- take into account all relevant matters (those matters which the law requires the authority as a matter of legal obligation to take into account);
- leave out of account irrelevant considerations;
- act for a proper purpose, exercising its powers for the public good;
- not reach a decision which no authority acting reasonably could reach, (also known as the "rationality" or "taking leave of your senses" principle);
- comply with the rule that local government finance is to be conducted on an annual basis. Save to the extent authorised by Parliament, 'live now, pay later' and forward funding are unlawful; and
- act with procedural propriety in accordance with the rules of fairness.

Service Director, Legal and Governance
Richard Ivory
Civic Centre, Southampton, SO14 7LY

Tuesday, 8 March 2016

TO: ALL MEMBERS OF THE SOUTHAMPTON CITY COUNCIL

You are hereby summoned to attend a meeting of the COUNCIL to be held on WEDNESDAY, 16TH MARCH, 2016 in the COUNCIL CHAMBER CIVIC CENTRE at 2:00pm when the following business is proposed to be transacted:-

1 APOLOGIES

To receive any apologies.

2 MINUTES

(Pages 1 - 38)

To authorise the signing of the minutes of the Council Meetings held on 18 November 2015 and 10 February 2016 and the Extraordinary Council Meeting held on 16 December, 2015, attached.

3 ANNOUNCEMENTS FROM THE MAYOR AND LEADER

Matters especially brought forward by the Mayor and the Leader.

4 DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS

To receive any requests for Deputations, Presentation of Petitions or Public Questions.

5 EXECUTIVE BUSINESS

(Pages 39 - 48)

Report of the Leader of the Council detailing the Executive Business, attached.

6 MOTIONS

(a) Councillor Furnell to move:

This Council notes the Housing and Planning Bill along with the Welfare Reform and Work Bill will have a significantly damaging impact in Southampton.

It will include:

1. Southampton City Council will have £33m less to spend on housing (£10m due to inflation, £23m directly linked to Government) over the next four years.
2. Under 'Pay to Stay', Southampton families earning more than £30,000 per year will forfeit their social rent and be forced to pay full market rent, in some cases, seeing their rent double. Council further notes that a couple earning the living

wage could be impacted by Pay to Stay and the only financial beneficiary will be the Tory-led Government.

3. No housing provider, including Southampton, will be able to offer new council tenancies for life. Tenancies will only be temporary (2-5 years) with no lifetime security.
4. The stricter benefit cap (£20,000 per family instead of £26,000) will see the number of tenants affected by the benefit cap in Southampton increase by 20 times (800 up from 39). In conjunction with the introduction of Universal Credit, this Council recognises tenants' rental debts will almost inevitably increase, harming the Council's cash flow.
5. To bankroll extending the Right to Buy to housing associations, local authorities will be forced to sell council housing to compensate housing associations for their lost properties. In effect, the loss of one social property will lead to another being lost in consequence.

This Council is gravely worried about these impacts on Southampton. As a result, it calls on all group leaders to sign a joint letter to the city's three MPs urging them to publicly denounce both bills.

(b) Councillor Shields to move:

This Council is concerned at the worrying lack of progress by Government on addressing the nation's environmental challenges and on tackling man-made climate change, in particular. We are especially disappointed at the reversal of Government policy on green energy and the failure to support adequately local authorities sufficient powers to address poor health resulting from air pollution and to prevent unwanted fracking.

Council recognises the valuable contribution made by the current administration in promoting a cleaner environment in Southampton through initiatives such as the:

1. Introduction of glass recycling.
2. My Journey Campaign promoting modal shift.
3. Working with British Cycling to promote the Southampton Sky Rides.
4. Air quality scrutiny inquiry report.
5. "Keep Britain Tidy" declares Southampton parks to be some of the best in the country in 2014.
6. Investment in play areas across the City.

Council resolves to continue to work with our City MPs in addressing Southampton's environmental challenges and pressing central Government for adequate levels of resources for meeting these.

(c) Councillor Moulton to move:

Ensuring the safety of children in Southampton should be an absolute priority for the City Council.

Council recognises and values the important role that the City's dozens of lollipop men and ladies do in keeping local school children safe. Council further notes that with many of our local primary schools expanding, ensuring that children can get to school safely is an ever more pressing issue.

Council therefore regrets the decision by the Labour Administration in February to vote to remove all Council funding for this important service, putting 42 staff at risk of redundancy and discouraging children from walking, cycling and scooting to school.

7 QUESTIONS FROM MEMBERS TO THE CHAIRS OF COMMITTEES OR THE MAYOR

To consider any question of which notice has been given under Council Procedure Rule 11.2.

8 APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES AND OTHER BODIES

To deal with any appointments to Committees, Sub-Committees or other bodies as required.

9 SAFE CITY AND YOUTH JUSTICE STRATEGY UPDATES □

(Pages 49 - 58)

Report of the Cabinet Member for Housing and Sustainability seeking approval to update and amend the existing Safe City and Youth Justice strategies (2014-2017), attached.

10 AUTHORITY TO PROCURE A CONTRACEPTION AND SEXUAL HEALTH SERVICE FOR SOUTHAMPTON FOR 2017-2024

(Pages 59 - 84)

Report of the Director of Quality and Integration seeking delegated authority from Southampton City Council to enter into a collaborative procurement process with Southampton City CCG, and with Local Authority commissioning partners in Hampshire, Portsmouth (and CCGs serving those areas) to secure sexual and reproductive health services for the City, attached.

11 PAY POLICY 2016-2017

(Pages 85 - 114)

Report of the Chief Executive concerning the Annual Pay Policy Statement for 2016-2017, attached.

12 SPRINGWELL SCHOOL EXPANSION PHASE 2 □

(Pages 115 - 218)

Report of Cabinet Member for Education and Children's Social Care seeking to increase capacity at Springwell School, attached.

13 NEGOTIATION AND AGREEMENT OF A DEVOLUTION DEAL FOR A COMBINED AUTHORITY

(Pages 219 - 222)

Report of the Leader of the Council seeking agreement for a devolution deal, 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 3 to the following item.

Confidential appendix 3 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. In applying the public interest test the appendix includes information relating to finance or business affairs which, if disclosed prior to entering into a legal contract, could put the Council at a commercial disadvantage.

15 AGREEMENT TO PROCURE HEADSTART PROGRAMMES AND TO DELEGATE POWERS TO AWARD THE CONTRACT □

(Pages 223 - 244)

Report of the Cabinet Member for Education and Children's Social Care seeking authority to accept funds should the bid be successful, commence a procurement process and to delegate authority to the Director Quality and Integration to award the contract following consultation with the Cabinet Member for Education and Children's Social Care and Service Director Legal and Governance, attached.

16 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 report number no 17.

The Report/Appendices are considered to be confidential, the confidentiality of which is based on categories 3, 5 and 7a of paragraph 10.4 of the Council's Access to Information Procedure Rules. It is not in the public interest to disclose this because doing so would reveal information which is both commercially sensitive and detrimental to the business affairs of the Council.

17 TRANSFORMATION PROPOSAL (Pages 245 - 298)

Confidential report of the Leader of the Council, attached.

NOTE: There will be prayers by Reverend Doctor Julian Davies in the Mayor's Reception Room at 1.45 pm for Members of the Council and Officers who wish to attend.



Richard Ivory
Service Director, Legal and Governance

This page is intentionally left blank

Agenda Item 2

To authorise the signing of the minutes of the Council Meetings held on 18 November 2015 and 10 February 2016 and the Extraordinary Council Meeting held on 16 December, 2015, attached.

This page is intentionally left blank

SOUTHAMPTON CITY COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON
18 NOVEMBER 2015

Present:

The Mayor, Councillor Norris
The Sheriff, Councillor McEwing
Councillors Barnes-Andrews (Items 52 - 57(b) and 58 - 64 only), Bogle (Items 52 - 57(c) only), Burke, Chaloner, Chamberlain (Items 57(b) onwards), Claisse, Coombs, Daunt, Denness, Fitzhenry, Fuller (Items 52 - 56 (Executive report only) and 57 (a)), Furnell, Galton, Hammond (Items 52 - 62 and Item 64 only), Hannides, B Harris, L Harris, Hecks (Items 52- 55 and Items 57 - 64 only), Houghton, Inglis, Jeffery, Jordan, Kaur, Keogh (Items 55(ii) - 64 only), Letts, Lewzey, Lloyd, Mintoff, Morrell, Moulton, Noon, O'Neill, Painton, Parnell (Items 52 - 57(a) only), Payne, Pope (Items 52 - 57(b) only), Rayment, Shields, Spicer, Thomas, Tucker, Vassiliou, Whitbread, White and Wilkinson

52. APOLOGIES

Apologies for Absence were submitted on behalf of Councillor Smith.

53. MINUTES

RESOLVED that the minutes of the Council meeting held on the 16th September, 2015 be approved and signed as a correct record.

54. ANNOUNCEMENTS FROM THE MAYOR AND LEADER

(i) Minute's Silence

In an act of remembrance, Members observed a one minute silence in memory of the victims of the Paris terror attacks.

(ii) Combined Authority Update

The Leader informed Council of the negotiations concerning the combined authority proposals. It was noted that a meeting to discuss the proposals had been held on the 17th November with the Leaders of Councils in Hampshire and the Secretary of State. The meeting had been positive with the proposals being generally supported. The Secretary of State had requested the Councils to consider the areas of Housing and Governance within the bid further. A meeting of the Hants and IOW Local Government Association had been arranged for Friday 27th November when those involved would seek to firm up the proposals. The Leader gave notice of an Extra-Ordinary Meeting of Council arranged for Wednesday 16th December to discuss the proposals for Devolved Powers and Responsibilities.

55. DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS

The Council received and noted deputations from:

- (i) Mo Simmons concerning fuel poverty in Millbrook Towers together with a petition;
- (ii) Hayley Garner (Unison), Mark Wood (Unite) and Beatrice Papapietro concerning the Trade Union Bill; and
- (iii) Nick Chaffey and Sue Atkins concerning the protection of jobs and services in the City.

56. EXECUTIVE BUSINESS

The report of the Leader of the Council was submitted setting out the details of the business undertaken by the Executive.

The Leader and the Cabinet made statements and responded to Questions.

The following questions were then submitted in accordance with Council Procedure Rule 11.1

1. Blacklisting

Question from Councillor Pope to Councillor Letts

On 7th October 2015, in the Consulting Association blacklisting cases at the High Court, construction firms* admitted that they had infringed workers' rights to confidentiality, privacy, reputation and data protection, plus admitting defamation. Plus, they were ordered by the High Court in July 2015 to conduct comprehensive searches for evidence of blacklisting. Several of these firms have operated in Southampton, including on the Sea City Museum, the former Ordnance Survey site, and on Watermark West Quay.

What will this Council do to ensure that blacklisting was not and will not be conducted on the City's construction sites? Will this include planning conditions and conditions in Employment and Skills Plans and S106 Agreements?

*The firms named were: Carillion, Balfour Beatty, Costain, Kier, Laing O'Rourke, Skanska, Sir Robert McAlpine, Vinci, Amec, BAM, Cleveland Bridge, Lend Lease.

Answer

The Council will use whatever binding contractual terms it can when negotiating contracts with suppliers to play its part in ensuring blacklisting does not happen. It already forms part of the ethical procurement policy. It is unlikely in law this can extend to planning conditions, but subject to further consideration may be able to be included in employment and skills plans and s.106 agreements.

2. Fuel poverty in Council blocks

Question from Councillor Pope to Councillor Payne

As of October 2015, tenants of this Council in blocks such as Millbrook Towers and Redbridge Towers are paying almost £1,000 a year for their heating alone, and in the Council's own words, "may still be suffering from fuel poverty". Despite this, there are no firm plans to improve the heating or insulation infrastructure. Would the Cabinet Member agree that this is an outrageous situation, and commit today to taking action to reduce such costs for tenants by half in this financial year and in every financial year? Can you also please explain why such infrastructure spending was in your Woolston ward first?

Answer

Residents at Millbrook Towers, along with all tenants on the citywide communal heating scheme, will receive a 2.5% reduction in their charges in the coming year. The Council aims to close the communal account in the future and provide all residents with modern energy supplies, their own bill and heating controls. To bring this about, the Council intends to continue its greening programme of Council housing beyond the CESP and ECO related projects already completed, proposed or underway.

The Council is awaiting guidance from Central Government on precisely what scheme will replace ECO in March 2017 and what funding opportunities will exist. Under ECO, greater grants could be secured and more benefit delivered to tenants in solid-wall concrete blocks such as those undergoing improvements, rather than towers like Millbrook which have a part-brick and cavity wall construction. With that in mind, the Council will be looking for any elements of the ECO-successor that could be help at Millbrook Towers, and hopes the petition taken up by residents which they aim to present to energy secretary, Amber Rudd, might influence what kinds of grants will exist in the future.

Finally, for the record, the choice of location for the CESP works at International Way in Weston (part of my ward in Woolston) was taken before my appointment as Cabinet Member and under a different administration.

3. Traffic Congestion

Question from Councillor Moulton to Councillor Rayment

In light of excessive traffic congestion on Archers Road, what mitigating measures is the Council taking and will the Council look at funding a full traffic survey to identify all possible options and solutions, perhaps from CIL funding?

Answer

The current traffic congestion in Archers Road is due to the ongoing emergency works in Wilton Avenue. The junction of Hill Lane / Archers Road and Howard Road is observed to be particularly busy.

Engineers have reconfigured the traffic signals at this location a number of times but are limited to the benefit they can achieve by the restricted layout of the junction and the amount of traffic using the route.

The traffic signals in this area have no reported faults and are operating to deliver the maximum vehicle throughput whilst retaining essential pedestrian facilities.

The works on Wilton Avenue are programmed to be completed in mid-December and traffic should resume to previous levels soon afterwards.

The Council has no current proposals to carry out a study of traffic movements in this area.

4. Rough Sleepers

Question from Councillor Moulton to Councillor Payne

How many people in the City are currently sleeping rough and what action is being taken to address this?

Answer

The street outreach session that took place this week (2 early morning sessions take place each week to locate and assist rough sleepers in the city) identified 8 people who had slept rough that night. The team encourage those found to attend the day centre for single homeless people where assessment of their needs and referral to services can be made. The centre provides a range of services including washing facilities, food, health care and access to support with welfare benefits as well as hosting the outreach team who act as the referral point for hostels/supported housing. The first role of the team is to actively get the engagement of rough sleepers not all of whom are initially willing to accept the help on offer. Those who are new to the City and have a connection with other areas are facilitated to return including EU nationals without benefits who cannot access housing. Those with support needs are referred for vacancies at hostels. The approach to tackling rough sleeping is a collaborative one, with close work between the SHPT, housing providers and other agencies such as drug services, hospital discharge, Probation the Police and Home Office. Most recently there has been a specific piece of joint work undertaken with City Safety colleagues and the Police in relation to the increase in nuisance associated with street drinking and begging. The presence of beggars, on the city centre high street and other district shopping centres, often leads to an impression of larger numbers of street sleepers than is the case. Our work shows that only around half of those people begging regularly are actually without accommodation.

5. In Year Budget Variance

Question from Councillor Moulton to Councillor Chaloner

What is the current in year budget variance by Portfolio and how has this changed since the end of Q1 2015/16?

Answer

The Quarter 2 budget report which has been considered by Cabinet shows that at Quarter 2 the Council is forecasting an overspend at year end of £3.04M compared with the Quarter 1 forecast year end overspend of £9.30M. The movement in the forecast is as follows:

	Forecast Outturn Variance £M	Forecast Outturn Variance
--	---	--------------------------------------

		%
Forecast Outturn Q1	9.30 A	5.3
Capita Asset management	0.70 F	
Other Income and Expenditure	5.33 F	
Non-specific Government Grants	0.23 F	
Forecast Outturn Q2	3.04 A	1.7

Overall the forecast position has improved since Quarter 1, but primarily through 'other income and expenditure' rather than any significant reduction overall in Portfolio spend. Other income and Expenditure of £5.33M favourable comprises allocating the risk fund of £4.76M in full to the bottom line, and also £0.56M of additional income from settling a contractual dispute.

The Portfolio position was forecast to be overspent at Q1 by £9.66M, and for Q2 this forecast variance has reduced to £9.30M, a reduction of £0.36M. This small downwards movement masks the fact that in two Portfolio's the forecast outturn has deteriorated, whilst in all other Portfolio's the forecast position has improved. Where Portfolio's are showing an improved position, this will in part reflect reduced expenditure arising from the recruitment freeze and the non essential non pay freeze. The most significant adverse movement is in the Children's Social Care where the position has deteriorated by £1.91M, with the forecast outturn now projected to be an overspend of £7.75M; within this sum Children Looked After is the big issue with a forecast outturn of £5.22M.

An analysis of forecast outturn by Portfolio is provided:

Portfolio	Q1 Forecast Outturn Variance £M	Q2 Forecast Outturn Variance £M	Movement Variance	
			£M	%
Communities, Culture & Leisure	0.49 A	0.69 A	0.20 A	2.8 A
Education & Children's Social Care	5.84 A	7.75 A	1.91 A	4.9 A
Environment & Transport	0.51 A	0.11 F	0.60 F	2.6 F
Finance	0.13 F	0.68 F	0.55 F	1.5 F
Health & Adult Social Care	2.94 A	2.64 A	0.30 F	0.5 A
Housing & Sustainability	0.01 A	0.15 F	0.16 F	8.8 F
Leader's Portfolio	0.00	0.85 F	0.85 F	7.5 F
Transformation	0.00 -	0.00 -	0.00 -	0.0 -
Portfolio Total	9.66 A	9.30 A	0.36 F	0.20 F

The appendices to the Cabinet report set out the position for each Portfolio in more detail.

6. CCG Funding

Question from Councillor Moulton to Councillor Letts

Could the Leader confirm Southampton's CCG funding for this year and last year?

Answer

The CCG's total allocation (funding from government including recurrent, non-recurrent commissioning funding and running costs) for 2014/15 was £300.632m and for 2015/16 is forecast to be £304.717m.

7. Parking on footpaths in residential areas

Question from Councillor Hecks to Councillor Rayment

With the ever increasing degree of car ownership and the minimal provision of off street parking spaces in new developments more and more vehicles are being parked on, or partially, on footpaths across the City causing danger to pedestrians, especially young children and to persons using disabled buggies and pushchairs. What steps are the Council taking to remedy this increasing problem by way of education, better enforcement and additional provision of parking spaces within residential areas?

Answer

The Council does not condone the selfish act of parking vehicles on footways. In new developments our parking standards do allow some additional off street parking spaces where a developer requests this. This enables the creation of individual layouts whilst maintaining the councils overarching sustainability objectives.

Where footway parking is a concern within communities we will consult and, where supported, implement suitable waiting restrictions. Our Civil Enforcement Officers can then issue Penalty Charge Notices where an enforceable contravention occurs. If there are no yellow lines, the offence of wilful obstruction may still be committed although this can only be enforced by a police officer in uniform.

We are currently working with the local media to raise awareness where footway parking is occurring outside schools in the City and are developing solutions that will exploit new technologies in enforcement.

8. National Lifesavers Campaign

Question from Councillor Hecks to Councillor Jeffery

Council resolved in March 2015 to support the British Heart Foundation's Nation of Lifesavers campaign by encouraging all secondary schools and colleges within Southampton to implement the BHF's campaign by including CPR training within the curriculum. What steps have been taken over the past eight months to implement that resolution and what results can the Cabinet Member report to Council?

Answer

Many secondary schools offer the Duke of Edinburgh Award programme. The First Aid element of the expedition syllabus includes a module on resuscitation where students learn how to "identify life-threatening situations, inflate the lungs of a manikin and perform CPR in accordance with current UK guidelines". Itchen College reported that they hold an event in December called Future Foundations and as part of this there will be voluntary training on using a defibrillator and CPR.

Some of their programmes do cover basic first aid including CPR for example the Uniformed Public Services course and childcare programmes.

City College reported that they have a defibrillator on site and staff are trained to use it. In addition, they have a roster of staff who are first aid trained.

Moving forward, there are opportunities to raise awareness of the British Heart Foundation's 'Heartstart Programme' through the curriculum and extra-curricular activities programme. The School Improvement team will contact the BHF and agree a way forward with schools.

9. Traffic Light Phasing/Air Pollution

Question from Councillor Galton to Councillor Rayment

What progress has been made in reviewing the traffic light phasing across the City in order to reduce air pollution?

Answer

A review of the AQMAs and those with traffic signal control located within them has shown that the majority are being controlled by the responsive Urban Traffic Control system. However, this may require more detailed investigation into the times at which levels are high as this may mean that fine tuning of the system could help balance the queues to help reduce air pollution levels. This work is being developed as set out in the Intelligent Transport Strategy that will support the Local Transport Plan 4.

We have identified around 10 specific sites where signalling can be amended to support the overall strategy to reduce NO₂ – this work is being developed as part of the Low Emission Strategy Board. In addition we are in discussions over innovative ways the real time air quality information can be overlaid onto traffic signal timings to assist with both air quality and traffic flow in real time.

10. Park and Walk Scheme

Question from Councillor Galton to Councillor Rayment

In what way does the Cabinet Member envisage the new Park and Walk scheme reducing traffic congesting around West Quay?

Answer

The Park and Walk scheme proposed in the budget is based on weekend low usage car parks at Bedford Place and Grosvenor Place. The proposal aims to bring in variable message charging at certain car parks as a trial allowing for parking charges to be lowered or raised in relation to demand. This will allow cheaper easier parking for the cultural quarter and above bar.

We continue to work on active traffic management on the network in the vicinity of West Quay actively with partners to ensure the most effective use of the highway as well as working with West Quay on opening the link between the Marlands Car Park and West Quay to increase the parking opportunities available whilst also encouraging alternative

ways to get to the city centre through the My Journey programme as well as bus operators.

11. Christmas in the City

Question from Councillor Galton to Councillor Letts

What was the original budget set aside for celebrating Christmas in the City? Has this original figure changed in anyway and if so what are the reasons for the change(s)?

Answer

Following a disappointing Christmas offer in the city centre in recent years, a new Southampton Christmas Festival has now opened.

The new operator has responded to criticism with:

- Brand new chalets
- Fewer food stalls
- More arts and craft stalls
- Advent calendar
- Music every day
- A Flying Santa show

The overall quality and layout has been significantly improved with little but important touches such as more walkways to make Above Bar less congested as well as additional benches and bins.

The Council will receive an income of £15K from the organisers of this new festival. The City is also illuminated for the first time in many years. There are festive lights positioned in:

Above Bar
Bargate North and South

There are plans for a Christmas Tree in Guildhall Square from 27 November with a programme of traditional entertainment on the first Thursday and Sunday in December. There is also festoon lighting installed throughout the Cultural Quarter, East Street, East Park, Palmerston Park and Houndwell Park and it is the intention for these lights to remain in position for a period of at least 3 years. The lighting scheme cost £75k.

None of these figures have changed during the planning for these activities.

12. Empty Council Houses

Question from Councillor Galton to Councillor Payne

How many Council houses are currently "empty" in the City. Of this figure how many have been empty 3-6 months, 6-12 months and over 1 year?

Answer

Excluding properties decanted for regeneration schemes, of the 16,500 approx. council homes in Southampton, the following have been empty for a period of three months or more.

Routine & major works voids (houses and flats)	Count	Of which houses
0 - 3 months	90	14
3 - 6 months	40	2
6 - 12 months	12	2
12 months +	7	1
Total	150	19

It should be added that the target time for 'major works voids' where it is recognised that substantial works will be needed before re-letting is 90 days, and for the latest figures available (October 2015) the average turnaround time was 87.22 days.

Additionally, the eight properties classed as void for over 12 months include a flat in Thornhill that earlier this year was converted into a site office for council staff overseeing the ECO/District Energy scheme and another is being used as a temporary laundry room during the refit of Weston Court at the request of the residents.

13. Exford Avenue Shops

Question from Councillor Daunt to Councillor Payne

Will the Exford Avenue parade of shops include a retail unit with a post office counter when finished?

Answer

The shops are being marketed by Camargue Somerset Limited. One Stop have leased a double retail unit which opened in October 2015 as a convenience store with a cash point machine.

The remaining units are currently being advertised. The council has requested a post office service is provided but this cannot be guaranteed. It will depend on the new retailer and the Post Office.

The post box has been reinstated by the new shops.

14. Residential Care

Question from Councillor Painton to Councillor Chaloner

In a recent Meridian television interview you used the term "Residential Care", did you mean that Residential Home Care is provided by SCC, Privately or Care in the Community (at home)? What age groups or types of Care were you referring to?

Answer

Where the cost of meeting eligible social care needs is likely to exceed £500 per week, the council proposes to set a Personal Budget at a level that would enable those needs to be met in an appropriate extra care housing scheme, residential or nursing placement.

The Council's current published rate for residential care, commissioned in the private sector is £368.69 per week. For residential care to support individuals who are living with dementia, this increases to £435.19 per week. The Council's current published rate for nursing care, again commissioned in the private sector is £486.36 per week. (These rates are subject to a separate review with options to be considered by Cabinet in February 2016 and the value of Personal Budgets for individuals affected by this proposal may be adjusted accordingly should these rates be changed.)

Under the proposal on which we will be consulting, the eligible social care needs of adults whose packages of home care currently cost more than £500 per week will be re-assessed and a new Personal Budget will be set according to the most cost effective way of meeting their eligible social care needs. This will apply also to adults requiring packages of care and support for the first time.

15. Estate Regeneration

Question from Councillor O'Neill to Councillor Payne

It is widely accepted the Council has wasted time and money in their dogmatic approach to providing council estate regeneration for residents of Southampton whereas the previous Conservative administration had an officer's costed regeneration plan that would have saved millions and by now have provided hundreds of new council homes across the City.

How many Southampton residents have been removed from their homes in anticipation of the council's estate regeneration scheme and how long have they been waiting?
How many homes have been built so far?

Answer

A total of 413 tenants and leaseholders have left their properties under the estate regeneration programme so far.

The time taken to move for tenants depends on the availability of properties to rent and the specific choices that tenants make in where they want to move to, location and property size and type. For leaseholders the move time depends on agreeing an acquisition price and the affordability of another place to move, and the leaseholder's own financial circumstances.

While residents are offered the chance to return to completed regenerations after being decanted, in practice so far, only a small minority do so, and most residents move just once, to a new location of their choice, and settle there instead.

In total, the number of new homes completed under estate regeneration stands at 281, a further 225 are under construction and more are being planned.

16. Americas Cup Series event

Question from Councillor O'Neill to Councillor Letts

In the last few days National media has forecast that through the leadership of Portsmouth City Council securing the Americas Cup World Series event in 2016 up to 750 jobs will be created in the city and bring in millions of pounds in extra revenue. As Southampton used to be called the home of ocean sailing does the Council now regret not having the vision and determination to push more effectively to win this?

Answer

The Council made every effort to win this opportunity and work closely with the backers of this event to assist in every way. Two potential sites were identified and work was undertaken to ensure the planning process would be smooth.

It became apparent, that other factors influenced the final decision around the location of this event.

Funding:

£7.5 M was awarded by the government.

This is broken down into £6.5 million capital funding and £1 million revenue funding. We can confirm that Ben Ainslie Racing (BAR) have received a grant from government of £6.5 million capital and due diligence is taking place on the £1 million revenue.

Further details are on a FOI- Link below:

<https://www.gov.uk/government/news/government-approves-75-million-for-sir-ben-ainslie-project-to-boost-portsmouth>

17. Council Savings

Question from Councillor O'Neill to Councillor Payne

The Council has said it can make £4m of savings each year without reductions in service. Why didn't we do this 4 years ago and then we would have another £16m available for capital spending, investment and ongoing costs?

Answer

Of the £4.311m of savings proposed in the Housing Revenue Account budget for 2016/17, much of this figure relates to efficiencies generated by the modernisation and transformation programme in the HRA.

These efficiencies include mobile working, which was introduced across the HRA in November 2014 after two years of development work and pilots. Hence, the efficiencies proposed are the culmination of around two years' work that has now come to fruition, and not savings that could be have been realised earlier.

In previous years, other savings generated within the HRA have been recycled into providing additional services or meeting one-off HRA budget pressures, such as the repair work generated by the storms of 2013/14.

It should also be noted that efficiencies do not cover all of the £4.311m savings proposed, with around £600,000 from service reductions.

Additionally, three further years of reduced income to the HRA are expected following the Government's July budget and the total estimated loss to the business plan is £33m over that period, which will require further economies and are likely to account for upcoming efficiencies as part of the HRA's ongoing work in this area.

57. MOTIONS

(a) Trade Union Bill

Councillor Jeffery moved and Councillor Hammond seconded:

“Council notes the positive contribution that our trade union colleagues make to the best possible delivery of public services in Southampton. Through partnership rather than conflict, trade unions represent their members, assist in the development of a safe and decent working environment, and add to the overall ethos of Southampton as an attractive place to work.

Council is alarmed at the way in which the Trade Union Bill seeks to tear up the collaboration between employers and trade union members, and the potential impact this will have on Southampton City Council, and many other workplaces across Southampton. The attacks on the right to strike, on the freedom of speech, and by making it more difficult for trade union members to pay their subscriptions are not just an attack on the trade union movement, but an attack on our fundamental rights in a democratic society.

Council therefore resolves the following:

- To continue to offer a “cheque-off” service - the ability of trade union members to have their subscriptions deducted at point of payment - to all members of staff at Southampton City Council, in spite of Government attempts to stop it. If this is not possible, to come up with a local plan to enable alternative methods of payment.
- To support the continuation of Trade Union Facility Time, in recognition of its contribution to reduced litigation and a healthier and safer working environment, and in promoting a positive working environment.
- To clearly reaffirm Southampton City Council's commitment to being a friendly environment for trade unions, to welcome their development, and to work in partnership with trade unions, not in conflict.
- To issue a press release upholding Southampton City Council's support for the trade union movement, and reflecting the aforementioned resolution”.

UPON BEING PUT TO THE VOTE THE MOTION WAS DECLARED CARRIED

RESOLVED that the motion be approved.

(b) Hampshire Fire and Rescue Service

Councillor Mintoff moved and Councillor Spicer seconded:

“This Council notes the current ongoing consultation by Hampshire Fire and Rescue Service ‘Planning for a Safer Hampshire’ and the proposal within the document to reduce night time cover at Hightown Fire Station.

This Council believes that this will increase the risk to lives and property for the whole of the East of the City, containing some of the most deprived areas in the country, at a time of the day when people are most vulnerable to fire.

Council notes that similar reductions in night time cover are not proposed for the Cosham station in Portsmouth which deals with less critical incidents, covers a smaller population, and has fewer large risks such as BP Hamble, NATS and multiple high rise buildings on their station ground.

Council calls on the Leader of the Council to write to the Chief Fire Officer to raise these concerns and on our Fire Authority members to not support any proposal that leads to the reduction in night time cover at Hightown”.

UPON BEING PUT TO THE VOTE THE MOTION WAS DECLARED CARRIED

RESOLVED that the motion be approved.

NOTE: Councillors Mintoff and Spicer declared personal interests in the above matter, in view of their appointment as Southampton City Council appointed representatives of Hampshire Fire and Rescue Authority and remained in the meeting during the consideration of the matter.

(c) Social Care Budgets

Councillor Letts moved and Councillor Chaloner seconded:

“Council notes that in the last five years we have seen unprecedented cuts to our government grant and that the cuts to local government have been concentrated on urban areas like Southampton.

Council notes that demand continues to rise in high cost service areas like adults and children’s social care.

Council calls on the Leader of the Council to write to the Chancellor and the Secretary of State for local government ahead of the autumn statement and request that our social care budgets are protected in the same way as other government budgets with rising demand such as Health. This letter to be copied to all Southampton MP’s”.

Amendment moved by Councillor Moulton and seconded by Councillor Hannides:

In paragraph one, line two, delete all after “government grant...” and replace with “including an in year cut to our Public Health grant”.

Add new paragraph three as follows:

“Council notes the efforts by Cllr Royston Smith MP to highlight local concerns about in year Public Health cuts and that he has written to Jane Ellison MP, Parliamentary Under-Secretary (Department of Health) raising the Council’s concerns”.

Amended motion to read

“Council notes that in the last 5 years we have seen unprecedented cuts to our government grant, including an in year cut to our Public Health grant.

Council notes that demand continues to rise in high cost service areas like adults and children’s social care.

Council notes the efforts by Cllr Royston Smith MP to highlight local concerns about in year Public Health cuts and that he has written to Jane Ellison MP, Parliamentary Under-Secretary (Department of Health) raising the Council’s concerns.

Council calls on the Leader of the Council to write to the Chancellor and Secretary of State for local government ahead of the autumn statement and request that our social care budgets are protected in the same way as other government budgets with rising demand such as Health. This letter to be copied to all Southampton’s MP’s”.

Further amendment moved by Councillor Thomas and seconded by Councillor Morrell:

In third paragraph.

delete all in line two after “ahead of the autumn statement and...”

And replace with:

“demanding that the Government restore in full all of the cuts made in recent years in local authority grants. The Leader to also, as a matter of urgency, convene a conference of local authorities, trades unions, third sector, community and anti-austerity organisations with the purpose of mobilising public support behind this demand.”

Amended motion to read

“Council notes that in the last five years we have seen unprecedented cuts to our government grant and that the cuts to local government have been concentrated on urban areas like Southampton.

Council notes that demand continues to rise in high cost service areas like adults and children’s social care.

Council calls on the Leader of the Council to write to the Chancellor and the Secretary of State for local government demanding that the Government restore in full all of the cuts made in recent years in local authority grants. The Leader to also, as a matter of urgency, convene a conference of local authorities, trades unions, third sector, community and anti-austerity organisations with the purpose of mobilising public support behind this demand”.

With the consent of the Mayor, Councillor Letts moved an alteration to his motion which was seconded by Councillor Chaloner.

Add new paragraph three as follows

Council notes the efforts by Councillor Royston Smith MP, Alan Whitehead MP and Caroline Nokes MP to highlight local concerns about in year Public Health cuts and that Councillor Smith MP had written to Jane Ellison MP, Parliamentary Under-Secretary (Department of Health) raising the Council's concerns".

Altered motion to read

"Council notes that in the last five years we have seen unprecedented cuts to our government grant and that the cuts to local government have been concentrated on urban areas like Southampton.

Council notes that demand continues to rise in high cost service areas like adults and children's social care.

Council notes the efforts by Cllr Royston Smith MP, Alan Whitehead, MP and Caroline Nokes MP to highlight local concerns about in year Public Health cuts and that Councillor Smith MP had written to Jane Ellison MP, Parliamentary Under-Secretary (Department of Health) raising the Council's concerns.

Council calls on the Leader of the Council to write to the Chancellor and the Secretary of State for local government ahead of the autumn statement and request that our social care budgets are protected in the same way as other government budgets with rising demand such as Health. This letter to be copied to all Southampton MP's".

The Council agreed to suspend Council Procedure Rule 14.4 to enable flexibility in debate and more than one amendment to be debated.

UPON BEING PUT TO THE VOTE THE AMENDMENT IN THE NAME OF COUNCILLOR THOMAS WAS DECLARED LOST

UPON BEING PUT TO THE VOTE THE AMENDMENT IN THE NAME OF COUNCILLOR MOULTON WAS DECLARED LOST

UPON BEING PUT TO THE VOTE THE ALTERED MOTION IN THE NAME OF COUNCILLOR LETTS WAS DECLARED CARRIED

RESOLVED that the altered motion in the name of Councillor Letts be approved.

NOTE: Councillor Noon declared a personal interest in the above matter, in view of his employment in the Adult Social Care profession and remained in the meeting during the consideration of the matter.

NOTE: Councillor Barnes-Andrews declared a pecuniary Interest in the above matter, as a recipient of foster care allowance and left the meeting during the consideration of the matter.

58. QUESTIONS FROM MEMBERS TO THE CHAIRS OF COMMITTEES OR THE MAYOR

It was noted that there were no questions to the Chairs of Committees or the Mayor.

59. APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES AND OTHER BODIES

It was noted that Councillor Jordan had replaced Councillor Lloyd on the main Licensing Committee from 23 September 2015.

60. STATEMENT OF LICENSING POLICY

The report of the Head of Legal and Democratic Services was submitted seeking approval of a revised Statement of Licensing Policy.

RESOLVED that the revised Statement of Licensing Policy as set out in Appendix 2 to the report be approved.

61. CORPORATE PARENTING ANNUAL REPORT

The report of the Cabinet Member for Education and Children's Social Care was submitted outlining activity in relation to the range of statutory activities of the Council and its corporate parenting activity and the impact on outcomes for looked after children and care leavers.

RESOLVED that the contents of the report be noted as evidence that the care of Southampton's looked after children is being robustly and appropriately monitored.

62. CHANGES TO EXISTING REVENUE AND CAPITAL BUDGETS

The report of the Chief Financial Officer and Cabinet Member for Finance was submitted detailing proposed changes to existing Revenue and Capital Budgets to incorporate changes to this and future years' budgets.

RESOLVED

- (i) that the current 2015/16 General Fund revenue position as detailed in paragraph 11 of the report be noted;
- (ii) that it be noted that the Medium Term Financial Forecast would be further updated for the November budget report to Cabinet;
- (iii) that the savings proposals, as set out in Appendix 1 to the report and paragraph 16 to 23 of the report be approved;
- (iv) that the use of reserves in 2015/16 to manage any potential shortfall in capital receipts resulting from timing delays of actual receipt as a result of complex land disposals as detailed in paragraph 22 of the report be approved;
- (v) that the remaining budget shortfall for 2016/17 to 2019/20 as set out in paragraphs 24 to 26 of the report be noted;
- (vi) that delegated authority be granted to the Chief Financial Officer to action all budget changes arising from the approved efficiencies, income and service reductions and incorporate any other approved amendments into the General Fund Estimates; and

- (vii) that delegated authority be granted to the Chief Financial Officer (CFO) following consultation with the Cabinet Member for Finance to do anything necessary to give effect to the above resolutions.

63. TREASURY MANAGEMENT STRATEGY AND PRUDENTIAL LIMITS MID YEAR REVIEW 2015

The report of the Chief Financial Officer was submitted providing an update on the Treasury Management Strategy and Prudential Limits that were approved by Council in February 2015.

RESOLVED

- (i) that the current and forecast position with regards to these indicators be noted and that any changes be approved;
- (ii) that it be noted that the continued proactive approach to TM has led to reductions in borrowing costs and safeguarded investment income during the year;
- (iii) that the revised MRP policy made under delegated authority of the Chief Financial Officer which benefit the authority as set out in paragraphs 52 to 55 of the report be noted.
- (iv) that delegated authority continue to be granted to the Chief Financial Officer, Finance following consultation with the Cabinet Member for Resources to approve any changes to the Prudential Indicators or borrowing limits that will aid good treasury management. Any amendments would be reported as part of quarterly financial and performance monitoring and in revisions to this strategy;
- (v) that the increase in the investment limits as detailed in paragraphs 35 of the report be approved;
- (vi) that the position with regard to the Authority's Bond holding with Volkswagen Financial Services as detailed in paragraph 43 of the report be noted; and
- (vii) that the current position be noted regarding setting up the Local Authority Bonds Agency Ltd now known as the Municipal Bonds Agency (MBA) plc as set out in paragraph 24-29 of the report.

NOTE: Councillor Hammond declared a disclosable pecuniary Interest in the above matter, as an employee of a company with whom the Council had financial transactions and left the meeting during the consideration of the matter.

64. CONSTITUTION UPDATE-CHANGES TO THE TERMS OF REFERENCE OF THE CHIEF OFFICER EMPLOYMENT SUB-COMMITTEE (KNOWN AS CHIEF OFFICER EMPLOYMENT PANEL)

The report of the Head of Legal and Democratic Services was submitted seeking amendment to the terms of reference of the Chief Officer Employment Sub-Committee (known as Chief Officer Employment Panel).

RESOLVED

- (i) that the changes to the Terms of Reference of the Chief Officer Employment Sub-Committee as detailed in the report be approved; and
- (ii) That the Head of Legal and Democratic Services be authorised to finalise the changes as approved by Council and make any further consequential or minor changes arising from the decision of Council.

SOUTHAMPTON CITY COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON
16 DECEMBER 2015

Present:

The Mayor, Councillor Norris
The Sheriff, Councillor McEwing
Councillors Barnes-Andrews, Bogle, Burke, Chaloner, Chamberlain, Coombs, Daunt, Denness, Fitzhenry, Fuller, Furnell, Galton, Hammond, Hannides, B Harris, L Harris, Hecks, Houghton, Inglis, Jeffery, Jordan, Kaur, Keogh, Letts, Lewzey, Lloyd, Mintoff, Morrell, Moulton, Noon, O'Neill, Painton, Parnell, Payne, Pope, Rayment, Shields, Spicer, Thomas, Tucker, Vassiliou, White and Wilkinson

65. APOLOGIES

Apologies for absence were submitted on behalf of Councillors Claisse, Smith and Whitbread.

66. ANNOUNCEMENTS FROM THE MAYOR AND LEADER

With the consent of the Mayor, the Monitoring Officer reminded Members of the sensitivity of the information contained in the confidential report, of the need to maintain discretion over the matters contained therein and that the item remained confidential and should not be discussed with anyone.
He invited Members to return any confidential papers to the Clerk for safe disposal.

67. NEGOTIATION AND AGREEMENT OF A DEVOLUTION DEAL FOR HAMPSHIRE AND THE ISLE OF WIGHT

The report of the Leader of the Council was submitted seeking approval from Members for delegated authority to be given to the Chief Executive, following consultation with the Leader of the Council, to conduct negotiations with the Government, and with the other Hampshire and Isle of Wight Councils and partners, and to agree a devolution deal for Hampshire and the Isle of Wight.

Amendment moved by Councillor Pope and seconded by Councillor Morrell:

Add additional recommendation (iv)

“To report, in writing, back at each Full Council, the progress of negotiations”

UPON BEING PUT TO THE VOTE THE AMENDMENT WAS DECLARED LOST

RESOLVED

- (i) that it be noted that the Leader has, by virtue of the Council's Constitution, delegated authority to progress the next stage towards securing a devolution deal for HIOW, including ongoing negotiations with the Government in light of the Government's anticipated proposal of a devolution deal for HIOW;

- (ii) that delegated authority be granted to the Chief Executive, following consultation with the Leader of the Council, to give effect to the contents of the report including (but not limited to) undertaking detailed negotiations with relevant government departments in respect of the proposed devolution deal for HIOW; and
- (iii) that the Leader ensure that all members are kept informed of the progress of the negotiations as they move forward.

68. REVISIONS TO THE CONSTITUTION - TRANSFORMATION PROJECTS

The Chair of the Governance Committee updated Members on the recommendations made at the Governance Committee meeting held on 14th December. It was noted that the Committee had considered the revisions to the Constitution as set out in the report and had requested further evidence and information. The Chair of the Governance Committee therefore informed Members that the item would be deferred pending further consideration of the matter at the Governance Committee meeting on the 8th February 2016 and the item included on the agenda of the February Council meeting for decision.

69. EXCLUSION OF THE PRESS AND PUBLIC - CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM

RESOLVED 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 report referred to in minute number 70 below.

The report is exempt from publication by virtue of the Council's Access to Information Procedure Rules as contained in the Constitution particularly as it contains:-

- Information relating to the financial or business affairs of any particular person (including the authority holding that information) (paragraph 3)
- Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings (paragraph 5)
- Information which is subject to any obligation of confidentiality (paragraph 7A)

Having applied the public interest test it is not appropriate to disclose the information as if the content of this report were to be treated as a public document it would reveal information that is both commercially sensitive and detrimental to the business affairs of the Council and therefore this commercial sensitivity outweighs the public interest in the exempt information.

70. TRANSFORMATION PROPOSAL

The confidential report of the Leader of the Council was submitted.

RESOLVED

Note: This minute is confidential by virtue of Local Government (Access to Information Act) 1985. The reason for confidentiality is in accordance with paragraph resolution 69 above.

Document is Confidential

This page is intentionally left blank

SOUTHAMPTON CITY COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON
10 FEBRUARY 2016

Present:

The Mayor, Councillor Norris
The Sheriff, Councillor McEwing
Councillors Barnes-Andrews, Bogle, Burke, Chaloner, Chamberlain, Claisse, Coombs, Daunt, Denness, Fitzhenry, Fuller, Furnell, Galton, Hammond, Hannides, B Harris, L Harris, Hecks, Houghton, Inglis, Jeffery, Jordan, Kaur, Keogh, Letts, Lewzey, Lloyd, Mintoff, Morrell, Moulton, Noon, O'Neill, Painton, Payne, Pope (items 71-74 only), Rayment, Shields, Spicer, Thomas, Tucker, Vassiliou, Whitbread, White and Wilkinson

71. APOLOGIES

Apologies for absence were submitted on behalf of Councillor Parnell.

72. ANNOUNCEMENTS FROM THE MAYOR AND LEADER

(i) Southampton Solent University

The Mayor welcomed Graham Bond, Lecturer in multimedia journalism at Southampton Solent University together with a number of students from the University, to the meeting.

(ii) Organisation Restructure

The Mayor made reference to the Chief Executive's organisational restructure and the resulting departure of many familiar faces who had given the Council their unstinting commitment, loyalty and hard work. As this was the last Council meeting before Andy Lowe, Chief Financial Officer and Andrew Mortimore, Director of Public Health, left the Council, the Mayor wished them all the best for the future and thanked them for all their hard work and service to the Council.

73. DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS

- (i) The Council received and noted a deputation from Denise Wyatt concerning the budget and the effect on Millbrook, Redbridge and Maybush; and
- (ii) The Council received and noted a deputation from Declan Clune concerning the results of TUSC budget consultation.

74. COUNCIL TAX SETTING AND RELATED MATTERS

- (a) The Medium Term Strategy (MTFS) 2015/16 to 2019/20
- (b) The General Fund Capital Programme 2015/16 to 2019/20

(c) General Fund Revenue Budget 2016/17 to 2019/20

The reports of the Cabinet Member for Finance were submitted seeking approval to the updated Medium Term Financial Strategy 2015/16 to 2019/20, the revised General Fund Capital Programme for 2015/16 - 2019/20 together with the latest estimated overall financial position on the General Fund Revenue Budget for 2016/17 - 2019/20 and outlining the main issues that needed to be addressed in considering the Cabinet's budget and Council Tax proposals. The recommendations therein as amended by Executive Budget Resolution 2016/17 to comprise the Executive's budget proposals were moved by Councillor Chaloner and seconded by Councillor Letts (a copy of the amended Executive Budget resolution as circulated at the meeting attached as Appendix 1 to these minutes).

The Council agreed to suspend Council Procedure Rules 14.2, 14.4, 14.5, 14.6, 14.7, 14.8, 14.9 and 16.2:-

- (i) to enable the above items to be considered together;
- (ii) to enable any amendments to be proposed, seconded and considered at the same time;
- (iii) to enable any amendment to be re-introduced later into the meeting; and
- (iv) to revise the time allowed for speakers as follows:-
 - Movers of motions - 20 minutes
 - Seconders - 10 minutes
 - Other Speakers - 4 minutes
 - Right of Reply (Executive only) – 10 minutes

With the consent of the Mayor, Honorary Alderman Vinson addressed the meeting.

Councillor Pope moved a motion seconded by Councillor Morrell in relation to Council Procedural Rules 21.5 and 22.

UPON BEING PUT TO THE VOTE THE MOTION WAS DECLARED LOST

UPON BEING PUT TO THE VOTE THE EXECUTIVE'S BUDGET PROPOSALS AS AMENDED WERE DECLARED CARRIED.

RESOLVED that the Medium Term Strategy (MTFS) 2015/16 to 2019/20, the General Fund Capital Programme 2015/16 to 2019/20 and the General Fund Revenue Budget 2016/17 to 2019/20, as amended by Executive Budget Resolution 2016/17 (Appendix 1 to these minutes) be adopted.

NOTE: All members of the Council declared a pecuniary interest in the above matter, as payers and setters of Council Tax, and remained in the meeting during the consideration of the matter.

NOTE – FOR THE MOTION IN RESPECT OF THE EXECUTIVE BUDGET PROPOSALS AS AMENDED BY EXECUTIVE BUDGET RESOLUTION 2016/17:
Councillors Barnes-Andrews, Bogle, Burke, Chaloner, Chamberlain, Coombs, Denness,

Furnell, Hammond, Jeffery, Jordan, Kaur, Keogh, Letts, Lewzey, Lloyd, McEwing, Mintoff, Noon, Payne, Rayment, Shields, Spicer, Tucker and Whitbread

NOTE – AGAINST THE MOTION ON THE GENERAL FUND REVENUE BUDGET 2016/17 TO 2019/20 AS AMENDED BY EXECUTIVE BUDGET RESOLUTION

2016/17: Councillors Claisse, Daunt, Fitzhenry, Fuller, Galton, Hannides, B. Harris, L. Harris, Hecks, Houghton, Inglis, Moulton, Norris, O’Neill, Painton, Vassiliou, White, Wilkinson

NOTE – ABSTAINING ON THE MOTION ON THE MEDIUM TERM STRATEGY (MTFS) 2015/16 TO 2019/20, THE GENERAL FUND CAPITAL PROGRAMME 2015/16 TO 2019/20 AS AMENDED BY EXECUTIVE BUDGET RESOLUTION 2016/17:

Councillors Claisse, Daunt, Fitzhenry, Fuller, Galton, Hannides, B. Harris, L. Harris, Hecks, Houghton, Inglis, Moulton, Norris, O’Neill, Painton, Vassiliou, White, Wilkinson

NOTE – AGAINST THE MOTION IN RESPECT OF THE EXECUTIVE BUDGET PROPOSALS AS AMENDED BY EXECUTIVE BUDGET RESOLUTION 2016/17:

Councillors Morrell, Pope and Thomas

75. HOUSING REVENUE ACCOUNT BUDGET REPORT AND BUSINESS PLAN

The report of the Cabinet Member for Housing and Sustainability was submitted seeking approval for the Housing Revenue Account (HRA) budget proposals and long term business plan including: the proposed 2016/17 HRA revenue estimates, together with proposed rent and service charge levels; the updated HRA capital programme for the period to 2020/21 and the 30 year long term HRA business plan covering both capital and revenue projections. In moving the report, with the consent of the Mayor, Councillor Payne, seconded by Councillor Furnell, amended the report recommendations as follows:

Amend recommendation (iii) add at the beginning ‘Other than in the circumstances set out in recommendation (iv) below’

Add new recommendation (iv):

(iv) To delegate authority to the Chief Operating Officer, in consultation with the Cabinet Member for Housing & Sustainability, and following discussions with tenants’ representatives, to implement from 1 April 2016 a rent increase of up to 0.9% (September 2015 Consumer Price Index +1.0%) for dwellings where a Government exemption is applied to the requirement in the Welfare Reform and Work Bill 2015/16 for a 1.0% reduction in the level of Social Rent with a view to additional sums raised being reinvested in the properties affected.

Amended recommendations (iii) and (iv) to read:

(iii) Other than in the circumstances set out in recommendation (iv) below, to approve that, from 1 April 2016, a standard decrease should be applied to all dwelling rents of 1.0%, as set out in paragraph 16 of this report, equivalent to an average decrease of £0.87 per week in the current average weekly dwelling rent figure of £86.81.

(iv) To delegate authority to the Chief Operating Officer, in consultation with the Cabinet Member for Housing & Sustainability, and following discussions with tenants' representatives, to implement from 1 April 2016 a rent increase of up to 0.9% (September 2015 Consumer Price Index +1.0%) for dwellings where a Government exemption is applied to the requirement in the Welfare Reform and Work Bill 2015/16 for a 1.0% reduction in the level of Social Rent with a view to additional sums raised being reinvested in the properties affected.

Remaining recommendations renumbered (v) to (xiii)

UPON BEING PUT TO THE VOTE THE AMENDMENT WAS DECLARED CARRIED.

UPON BEING PUT TO THE VOTE THE MOTION AS AMENDED WAS DECLARED CARRIED.

RESOLVED

- (i) that the Tenant Resources Group be thanked for their input to the capital and revenue budget setting process and their endorsement of the recommendations set out in the report and also the broad support for the proposals received at the Tenants' Winter Conference be noted;
- (ii) that it be noted that the consultation feedback had been taken into consideration by Cabinet and had informed their final budget proposals;
- (iii) that other than in the circumstances set out in recommendation iv) below, approval be granted that from 1 April 2016, a standard decrease should be applied to all dwelling rents of 1.0%, as set out in paragraph 16 of the report, equivalent to an average decrease of £0.87 per week in the current average weekly dwelling rent figure of £86.81;
- (iv) that delegated authority be granted to the Chief Operating Officer, in consultation with the Cabinet Member for Housing and Sustainability, and following discussions with tenants' representatives, to implement from 1 April 2016 a rent increase of up to 0.9% (September 2015 Consumer Price Index +1.0%) for dwellings where a Government exemption is applied to the requirement in the Welfare Reform and Work Bill 2015/16 for a 1.0% reduction in the level of Social Rent with a view to additional sums raised being reinvested in the properties affected;
- (v) that the Executive's savings proposals, as set out in Appendix 1 to the report, which amount to £4,311,000 in 2016/17 and £4,439,000 in subsequent years be approved;
- (vi) that the following weekly service charges from 1 April 2016 based on a full cost recovery approach be noted:
 - Digital TV £0.42 (unchanged from 2015/16)
 - Concierge monitoring £1.20 (unchanged from 2015/16)
 - Tower Block Warden £4.97 (unchanged from 2015/16)
 - Cleaning service in walk-up blocks £0.63 (unchanged from 2015/16)

- (vii) that the new service charging model for Community Alarm and private Careline customers set out in paragraphs 37 and 38 of this report be noted;
- (viii) that it be noted that the charges to Council tenants for garages and parking spaces for 2016/17 would be unchanged and that there would be an increase of garage rents by £1.00 per week for private residents;
- (ix) that the Housing Revenue Account Revenue Estimates as set out in the Appendix 2 to the report be approved;
- (x) that the revised Housing Revenue Account 5 Year Capital Programme set out in Appendix 3 to the report be approved and the key variances and issues in Appendix 4 to the report be noted;
- (xi) that the 30 year Business Plans for revenue and capital expenditure set out in Appendices 5 and 6 to the report respectively be approved;
- (xii) that the HRA Business Plan - Planning Assumptions, as set out in Appendix 7 to the report be noted; and
- (xiii) that it be noted that the rental income and service charge payments would continue to be paid by tenants over a 48 week period.

76. PRUDENTIAL LIMITS AND TREASURY MANAGEMENT STRATEGY 2016/17 TO 2018/19

The report of the Chief Financial Officer was submitted regarding the Council's current and proposed treasury management strategy for 2016/17 to 2018/19.

RESOLVED

- (i) that the Council's Treasury Management (TM) Strategy and Prudential Indicators for 2016/17, 2017/18 and 2018/19, as detailed within the report be approved;
- (ii) that the 2016 Minimum Revenue Provision (MRP) Statement as detailed in paragraphs 77 to 83 of the report be approved and that delegated authority be granted to the Chief Financial Officer (CFO) to approve any changes necessary that aid good financial management whilst maintaining a prudent approach;
- (iii) that the Annual Investment Strategy as detailed in paragraphs 38 to 57 of the report be approved;
- (iv) that it be noted that the indicators in the report have been based on the recommendations in the Capital update report being approved; and
- (v) that delegated authority continue to be granted to the Chief Financial Officer (CFO) to approve any changes to the Prudential Indicators or borrowing limits that will aid good treasury management. Any

amendments would be reported as part of quarterly financial and performance monitoring and in revisions to the TM Strategy.

77. MUNICIPAL BONDS AGENCY

The report of the Chief Financial Officer was submitted seeking approval for the Council to enter into the Municipal Bonds Agency's Framework Agreement.

RESOLVED

- (i) that the Council's entry into the UK Municipal Bonds Agency Framework Agreement and its accompanying schedules including the joint and several guarantee be approved;
- (ii) that delegated authority be granted to the Chief Financial Officer as Section 151 Officer and the Monitoring Officer to enter into the Framework Agreement and accompanying schedules, as appropriate, on behalf of the Council;
- (iii) that it be noted that signing the Framework Agreement does not make the Council subject to the joint and several guarantee or provisions of the Framework Agreement until such time it borrows from the Agency;
- (iv) that the Section 151 Officer, after consultation with the Cabinet Member for Finance, be granted delegated authority to agree amendments to the Framework Agreement as appropriate;
- (v) that the document 'Introduction to the UK Municipal Bonds Agency – A Guide for Local Authorities' in Appendix 1 to the report be noted.

78. REVISIONS TO THE CONSTITUTION - TRANSFORMATION PROJECTS

The report of the Service Director, Legal and Governance was submitted regarding revisions to various elements of the Constitution as part of the Council's significant Transformation agenda in order to enable early decision making which will permit quicker project implementation and realisation of financial savings.

RESOLVED that the revisions to the Constitution as set out in the report be approved.

79. APPOINTMENT OF RETURNING OFFICER AND ELECTORAL REGISTRATION OFFICER AND NOTING THE MONITORING AND CHIEF FINANCIAL OFFICERS' POSITIONS

The report of Service Director, Legal and Governance was submitted regarding the recent senior management restructure undertaken by the Chief Executive under delegated powers.

RESOLVED

- (i) that the Interim Chief Operating Officer (Customer Experience) be appointed as the Returning Officer for local elections and Electoral

Registration Officer and the Acting Returning Officer for UK Parliamentary Elections and European Elections; and

- (ii) that it be noted that the Service Director, Legal and Governance is the Monitoring Officer and the Interim Service Director, Finance and Commercialisation is the Section 151 Officer with effect from 13th February 2016.

80. EXCLUSION OF THE PRESS AND PUBLIC - CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM

RESOLVED 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 minute 81 below based on categories 3, 5 and 7A of paragraph 10.4 of the Access to Information Procedure Rules.

The information contained therein is exempt from publication by virtue of the Council's Access to Information Procedure Rules as contained in the Constitution particularly as it contains:-

- Information relating to the financial or business affairs of any particular person (including the authority holding that information) (paragraph 3)
- Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings (paragraph 5)
- Information which is subject to any obligation of confidentiality (paragraph 7A)

If the content of this report were to be treated as a public document it would reveal information that is both commercially sensitive and detrimental to the business affairs of the Council.

81. TRANSFORMATION PROJECT

The confidential report of the Transformation Implementation Director was submitted providing an update on the latest Transformation position.

RESOLVED that the oral update and the urgent decision taken by the Service Director, Legal and Governance be noted.

It is recommended that Council:

- i) Notes the budget consultation process that was followed as outlined in Appendix 1 of the General Fund Revenue Budget 2016/17 to 2019/20 report on the Council agenda.
- ii) Notes the budget consultation process for the new budget proposals that will be followed as per Appendix 2 of the General Fund Revenue Budget 2016/17 to 2019/20 report on the Council agenda.
- iii) Notes that the consultation feedback has been taken into consideration by Cabinet and has informed their final budget proposals.
- iv) Notes the Equality and Safety Impact Assessment process that was followed as set out in paragraphs 95 to 97 and the details contained in Appendix 3 of the General Fund Revenue Budget 2016/17 to 2019/20 report on the Council agenda, which reflect the feedback received through the consultation process.
- v) Approves the revised estimate for 2015/16 as set out in Appendix 4 of the General Fund Revenue Budget 2016/17 to 2019/20 report on the Council agenda.
- vi) Notes the position on the forecast roll forward budget for 2016/17 as set out in paragraphs 18 to 49 of the General Fund Revenue Budget 2016/17 to 2019/20 report on the Council agenda.
- vii) Approves the revenue pressures as set out in Appendix 5 of the General Fund Revenue Budget 2016/17 to 2019/20 report on the Council agenda.
- viii) Approves the use of balances and reserves to ensure a balanced budget in the event any of the budget proposals contained within Appendix 6 of the General Fund Revenue Budget 2016/17 to 2019/20 report on the Council agenda are not progressed following consultation. This will be until such a time alternative proposals are identified as per paragraph 61 to 62 in the same report.
- ix) Approves the savings proposals as set out in Appendices 6 and 7 of the General Fund Revenue Budget 2016/17 to 2019/20 report on the Council agenda.
- x) Approves the General Fund Revenue Budget 2016/17 as set out in Appendix 8 of the General Fund Revenue Budget 2016/17 to 2019/20 report on the Council agenda, which assumes a council tax increase 2% representing the increase for the Adult Social Care Precept.
- xi) Delegates authority to the Section 151(S151) Officer to action all budget changes arising from the approved pressures, savings and incorporating any other approved amendments into the General Fund estimates.
- xii) Notes that after taking these items into account, there is an estimated General Fund balance of £8.9M at the end of 2016/17 as detailed in paragraphs 79 to 86 of the General Fund Revenue Budget 2016/17 to 2019/20 report on the Council agenda.
- xiii) Delegates authority to the S151 Officer, in consultation with the Monitoring Officer, to do anything necessary to give effect to the recommendations in the General Fund Revenue Budget 2016/17 to 2019/20 report on the Council agenda.
- xiv) Sets the Council Tax Requirement for 2016/17 at £81M as per Appendix 9 of the General Fund Revenue Budget 2016/17 to 2019/20 report on the Council agenda.
- xv) Delegates authority to the S151 Officer, in consultation with the Monitoring Officer, to do anything necessary to give effect to the recommendations in this Resolution.
- xvi) Delegates authority to the S151 Officer to implement any variation to the overall level of Council Tax arising from the final notification of the Hampshire Fire and Rescue Authority precept and the Police and Crime Commissioner for Hampshire precept.

- xvii) Approves the following amounts now calculated by the Council for the year 2016/17 in accordance with Section 32 and Sections 34 to 36 of the Local Government Finance Act 1992 as amended (the Act).
- xviii) Determines in accordance with Section 52ZB of the Act that the Council's relevant basic amount of Council Tax for 2016/17 is not excessive in accordance with principles approved by the Secretary of State under Section 52ZC of the Act.

a)	Aggregate the amounts which the Council estimates for the items set out in Section 32(2) of the Act.		£538,069,000
b)	Aggregate the amounts which the Council estimates for the items set out in Section 32(3) of the Act.		£457,058,800
c)	Calculation in accordance with Section 32(4) of the Act, of the Council's council tax requirement for the year, being the amount by which the aggregate at a) above exceeds the aggregate at b) above. (Item R in the formulae in Section 33(1) of the Act.		£81,010,200
d)	The amount at c) above (Item R), divided by the Council Tax Base of 60,464.0 (Item T in the formula in Section 33(1) of the Act), as the basic amount of Council Tax for the year.		£1,339.82
e)	Precepting Authority – Southampton City Council	Valuation Band	Amount
		A	£893.21
		B	£1,042.08
		C	£1,190.95
		D	£1,339.82
		E	£1,637.56
		F	£1,935.30
		G	£2,233.03
		H	£2,679.64
	Being the amounts given by multiplying the amount of d) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in the proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amount to be taken into account for the year in respect of the dwellings listed in different valuation bands.		
f)	That it be noted for the year 2016/17 that the Police And Crime Commissioner for Hampshire are provisionally recommending the following amounts of precepts issued to the Council in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown in the following table:	Valuation Band	Amount
		A	£106.97
		B	£124.80
		C	£142.63
		D	£160.46
		E	£196.12

		F	£231.78
		G	£267.43
		H	£320.92
g)	That it be noted for the year 2016/17 that the Hampshire Fire and Rescue Authority are provisionally recommending the following amounts of precepts issued to the Council in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown in the following table:	Valuation Band	Amount
		A	£41.73
		B	£48.69
		C	£55.64
		D	£62.60
		E	£76.51
		F	£90.42
		G	£104.33
		H	£125.20
h)	That, having calculated the aggregate in each case of the amounts at e), f) and g) above, the Council in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby set the following amounts of the Council Tax for the year 2016/17 for each of the categories of dwellings shown below subject to final notification of the precepts for the Policy and Crime Commissioner for Hampshire and the Hampshire Fire and Rescue Authority:	Valuation Band	Amount
		A	£1,041.91
		B	£1,215.57
		C	£1,389.22
		D	£1,562.88
		E	£1,910.19
		F	£2,257.50
		G	£2,604.79
		H	£3,125.76

DECISION-MAKER:	COUNCIL		
SUBJECT:	EXECUTIVE BUSINESS		
DATE OF DECISION:	16 MARCH 2016		
REPORT OF:	LEADER OF THE COUNCIL		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Emma Lewis	Tel: 023 8091 7984
	E-mail:	emma.lewis@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
None	
BRIEF SUMMARY	
This report outlines Executive Business conducted since the last report to Council on 18 November 2015	
RECOMMENDATIONS:	
	(i) That the report be noted.
REASONS FOR REPORT RECOMMENDATIONS	
1.	This report is presented in accordance with Part 4 of the Council's Constitution.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
2.	Not applicable.
DETAIL (Including consultation carried out)	
3.	This report highlights the contribution of different Portfolios towards the Council's priorities since the last Full Council meeting on 18 November 2015.
4.	You will be aware that we started consultation on our budget proposals in November 2015 and received over 500 responses from a range of stakeholders. I am pleased that the feedback showed overall agreement with our budget proposals for 2016/17, with 42% agreeing with the proposals, against 26% disagreeing. After considering the feedback, we withdrew two proposals, relating to personal budgets and disabled parking. Consultation has started on a further set of proposals were presented to Cabinet in February 2016.
5.	I am keen to develop a variety of ways to engage our residents and over the last 2 years, we have been developing different approaches. I am very proud that we are the first council to develop a 'Citizen Science' project with around 100 members of the People's Panel. 'Citizen Science' is defined as scientific work undertaken by members of the public, often in collaboration with or under the direction of professional scientists and scientific institutions. In this case the participants are supported by the Council's Strategy Unit, as well as

	academics from the University of Southampton and the University of Manchester. Citizen Science has been used often in the natural sciences but the social science application is more recent and this is one of the largest cohorts of participants ever in the UK for a project of this type. The project is focussing on what prevents residents from recycling and what could help them recycle more. The participants have framed research questions and are in the process of designing methodologies.
6.	Congratulations to our Legal team who, at the recent LLG (Lawyers in Local Government) awards, received 'Highly Commended' in the Practice Management / Development Services Team of the Year 2015 category. The award recognised their work developing highly innovative training opportunities for aspiring young lawyers in the Solent region.
	JOBS FOR LOCAL PEOPLE
7.	I am pleased to report that The Council's Apprenticeship Action Plan has had a significant positive impact, with apprenticeship recruitment in the City outstripping other areas in the South East. As part of this, there is a work stream focussed on raising the profile and status of apprenticeships as a career option for young people, making them aware that apprenticeship opportunities are available to degree level. We now have a team of young 'Apprenticeship Ambassadors' who we are supporting to go into schools, colleges and other settings to inspire young people, families and carers. In November 2015, we held our first Apprenticeship Awards Ceremony in the O2 Guildhall, to recognise the achievements of Southampton apprentices and give parity with the graduation events held there for university students. The event was attended by hundreds of apprentices and their guests, and we have booked the venue for a similar, and even bigger event again this Autumn.
8.	Highfield Church of England Primary School has been accredited for the third time by NACE, the National Association for Able Children in Education. Highfield C of E Primary School is only the eighth school in the country to secure a third accreditation. Portswood Primary School was the first in the country to achieve a third accreditation. All schools gaining a NACE Award have undergone a rigorous, evidence based assessment including an assessment day and sampling of the quality of teaching and learning. Other Southampton NACE Challenge Award schools include Bitterne Park School, Ludlow Infant Academy and Springhill Catholic Primary School.
9.	Congratulations to three of our secondary schools for their recent successes. St Anne's Catholic School who have been named as regional finalists in the Pupil Premium Awards 2016, celebrating the schools making a real difference in supporting their disadvantaged pupils. Upper Shirley High School (USH) has been awarded the Discovering Democracy Award from the British Youth Council. The award recognises those schools who encourage pupils to take an interest in the democratic process - both within the school or through social action projects in the local community. USH was judged against four themes and eleven different criteria and are extremely pleased that the hard work of their Student Leadership Team and staff has been acknowledged. Oasis Academy Mayfield has been recognised by the national schools group PiXL as the winner of The E4Education Award for

	achieving outstanding GCSE results in 2015 after recording a 17% increase in students obtaining 5 A*-C grades including English and Maths.
10.	A group of students from Compass have won the prestigious STEM (Science, Technology, Engineering and Maths) Challenge 2015. Each challenge provides an opportunity for students (11-14) to use their STEM skills in a real-life context and over 400 UK schools have taken part in the last three years.
	PREVENTION AND EARLY INTERVENTION
11.	Southampton Connect has agreed a new Prevention and Early Intervention Approach for the city which includes a set of principles for all Southampton Connect partners to work to. As a Council we are committed to prevention and early intervention and our work to date shows that we can be more effective with a citywide approach where public, private and voluntary sector organisations working in partnership with residents. It is important for residents to improve their own health and wellbeing by taking preventative steps, early action and taking an active part in their communities.
12.	Following the introduction of the new duty to prevent radicalisation and extremism, the Safe City Partnership has set up a multi-agency Prevent Working Group chaired by the Chief Executive of the Southampton City Commissioning Group (CCG). This Group will co-ordinate work across the city and includes representatives from all organisations who have specified duties under the Government guidance. The Council has received a one-off grant of £10,000 from the Home Office to implement the Prevent Duty and we have used this funding to provide 'train the trainer' sessions and awareness raising sessions for councillors and a range of frontline staff, including those who work at the council and in schools. Two community engagement events have also been held to help residents learn more about how people can work together to make Southampton a safer city. All these events have been well-attended and have generated a lot of interest.
13.	The HeadStart programme is about early intervention and prevention of mental health problems in 10-16 year-olds. The programme is in a pilot stage in Southampton and we are the only city on the south coast to be part of this national pilot project. We will be bidding for further funding from The Big Lottery Fund in February. The pilot has so far seen activities such as 1:1 counselling, peer mentoring, emotional first aid for parents and staff, performing arts and sports activities, and mindfulness training for staff in some primary schools. The bid will aim to make the programme available for all secondary schools in the city with a whole school approach to mental wellbeing.
	PROTECTING VULNERABLE PEOPLE
14.	The work of the Youth Offending Team has been commended for the reduction in youth offending in Southampton over the past two years. A local priority is to prevent serious youth crime, defined as young people becoming involved in gangs / groups, drug distribution and serious violent crime. To further this work, a Peer Review took place in February 2016, during which a team of seven reviewers engaged with 108 stakeholders across a broad partnership base. Its objectives were to support the development of an informed, evidenced-based view of how Southampton is delivering on its serious youth crime prevention ambitions and priorities and identify practical

	<p>actions to further improve outcomes and partnership working. The overriding position of the review team is in line with our local assessment: that there is no evidence of a current street gangs issue in Southampton. Rather, there are organised crime gang links from elsewhere exploiting those with existing vulnerabilities. The provisional feedback given by the team highlighted a number of strengths, as well as some areas of excellent local practice which they will highlight nationally, such as the Junior Neighbourhood Warden scheme. They will also make a series of recommendations in their final report.</p>
15.	<p>The Southampton Youth Offending Service has achieved The Restorative Justice Council Restorative Service Quality Mark for their work with young people and victims of crime and their Restorative Practice in Schools Project.</p>
16.	<p>In February 2016, Cabinet gave approval to proceed with Phase Two of a preferred new service model to integrate crisis response, rehabilitation, reablement and, at a later date hospital discharge functions across the City Council and Solent NHS Trust. The new model joins up health and social care teams and changes the way in which rehabilitation and reablement support is provided. National evidence suggests that rehabilitation and reablement are often more effective when they are provided in someone's home as the support is tailored to the individual's home environment. Home-based reablement has been proven to prolong people's ability to live at home as independently as possible and reduce their need for on-going homecare. However, as home-based reablement is not suitable for all people, bed based reablement will still be available in the new service model. The implementation will mean the closure of bed-based provision at the City Council facility, Brownhill House, and a redirection of resources into domiciliary care and more community focussed options of flexible bed-based provision, for example Extra Care Housing. It is therefore a significant shift of investment towards a more domiciliary/community based model of rehabilitation and reablement care and delivers a key aim of the Southampton Better Care Plan to transform health and social care to achieve significant benefits for clients and reduce service costs.</p>
17.	<p>Carers are an important and often invisible fabric of our society and as a Council we are committed to supporting carers who provide many hours of free support to their family members and / or friends, thus saving the public sector millions of pounds a year. I am pleased to report that the Council has supported carers and key organisations in the public and voluntary sector with the development of a new Carers Strategy 2016-20. The Strategy will provide a platform from which support for Southampton's 20 -30,000 carers can be improved and enable them to continue in their caring role whilst remaining healthy. The Strategy has six priorities:</p> <ul style="list-style-type: none"> • Carer Identification and Recognition • Information and Advice • Collaborative and Innovative Support • Support in Maintaining Health, Wellbeing and Safety • Planned and Unplanned Breaks from Caring • Young Carers Protected and Supported to Learn and Thrive. <p>A Steering Group will monitor progress and services and organisations will use this strategy to develop action plans during 2016.</p>

18.	<p>The Southampton Fairness Commission was established as an independent and entirely voluntary body in late 2013, to make recommendations on how to make Southampton a fairer and more equal place to live and work. The Commission undertook an extensive programme of consultation and engagement over 2014/2015 and identified 13 recommendations in its final report, covering the following themes:</p> <ul style="list-style-type: none"> • Fairer Employment • Fairer Living • Fairer Organisations and Fairer Communities. <p>As a Council we support the recommendations and will play our part in implementing the recommendations. I look forward to working with the Fairness Commission as it continues to work with partners over the next three years to develop a performance management framework to measure progress towards Southampton becoming a fairer city.</p>
19.	<p>Tackling Domestic Violence and Abuse is a priority for the Council and its partners as the impact on our most vulnerable residents is life changing. Of the 1,000 vulnerable children living in the highest risk households last year, DVA was a factor in more than 50% of all safeguarding children's referrals. I am pleased that we took an innovative way to commemorate the White Ribbon Day on 25 November 2015 by using a 'selfie' campaign to raise awareness of the scale and importance of domestic violence and abuse (DVA) and get as many people and organisations as possible involved in saying 'enough is enough' to this issue. As part of the campaign, hundreds of people took selfies of themselves holding a message on a placard.</p>
20.	<p>Attachment Aware Schools (AAS) is a new and exciting initiative recently launched in Southampton. The Educational Psychology service and Virtual School for Children Looked After have worked alongside external partners to ensure the training and resources for AAS are inspirational and promote best practice. The aim of the programme is to raise understanding of the needs of pupils with attachment difficulties and all schools will be offered four half-days of free training. A resource pack has been written to accompany the training and to provide a stand-alone reference guide for those working with Children Looked After in schools. It is hoped that this training and resource pack, alongside the dedication and engagement of staff in our Attachment Aware Schools, will promote and improve the educational outcomes for Children Looked After in Southampton.</p>
21.	<p>The Families Matters work within Southampton continues to be successful. Over the last 12 months, the programme successfully supported 82 families into work through both Sure Start and Early Help. This exceeds the number achieved for the whole of the three year programme in Phase 1.</p>
	<p>GOOD AND AFFORDABLE HOUSING</p>
22.	<p>Townhill Park is an extensive redevelopment programme, replacing the existing blocks with a variety of new modern homes of different tenures, improved green spaces and traffic calming of Meggeson Avenue. Recent changes to Government Housing and Planning Policy on Affordable Housing and the Welfare Bill on Southampton's Housing Revenue Account has resulted in a revision to the procurement and delivery of Phase 1 which is now to be marketed primarily for Starter Homes and affordable housing. Following</p>

	<p>successful relocation of residents from seven of the eight blocks in Phase 1, work has just begun on demolishing the vacant blocks and will continue through to September 2016. The planning application for the area has been submitted and on approval, will achieve detailed consent for Phase 1 and outline for Phases 2 and 3. Phase 1 contains 269 apartments and seven houses and subsequent phases have 264 apartments and 135 houses. The proposed timetable will see a successful developer appointed by the end of December 2016, enabling building work to start in summer 2017 once vacant possession of the site following demolition is secured.</p>
23.	<p>The Additional HMO Licensing Scheme was introduced in 2013 and covered all HMOs (excluding those subject to mandatory licensing) in Bargate, Bevois, Swaythling and Portswood. The scheme aims to deliver safer properties, better conditions for tenants, reduce the impact of HMOs on established communities and deter bad landlords from operating in our city. It has been successful in improving housing conditions in thousands of properties in the four wards, and ensuring the health and safety of many residents of Southampton. Following consultation, the scheme has been extended to Bassett, Freemantle, Millbrook and Shirley. This means that any property in these areas occupied by three or more people (including children) who form two or more households will require an HMO licence. This includes shared houses, bedsits and flats where there is some sharing of the kitchen and/or bathroom.</p>
24.	<p>I am pleased to confirm that a new supported housing with care scheme will be opening in Summer 2016 at Erskine Court, Lordshill. The scheme will be desirable for older couples wishing to stay together where either one or both have care needs. Owned and managed by Southampton City Council, the complex will provide:</p> <ul style="list-style-type: none"> • 54 fully self-contained flats, 37 of which will be two bedroom flats and 17 one bedroom flats • Communal facilities where residents from the complex and the wider older community can meet and enjoy events and activities • The privacy and independence of your own flat with the reassurance of on-site support and 24-hour care.
25.	<p>On 18th November 2015 Cabinet approved in principle, a proposal to redevelop two adjacent sites at Woodside Lodge to provide 80 'housing with care' units at Woodside Lodge and a 'general needs' block of 9 x one bed and 6 x 2 bed units at Wimpson Lane. These will be self-contained units, enabling people to live independently, whilst having access to support and personal care. There will be a combination of one and two bed apartments, as well as communal space for a lounge, kitchen etc. which could be used by others within the wider area.</p>
26.	<p>In my report to Council in the November 2015 I mentioned that we would be hosting a People's Panel event on housing on 28 November. The event was very successful, attracting around 40 residents. It used the 'deliberative consultation' approach which was also used to deliver a similar event in the summer. Participants were invited to discuss four important questions about housing in the city, and had the opportunity to listen to and question a panel of experts who helped facilitate a lively debate. At the end of the event participants reviewed their initial opinions on the questions and found that some of the views had changed through the course of the discussions. The</p>

	<p>topics discussed included ensuring that there is sufficient housing for local people, student housing, affordable housing and infrastructure requirements for new developments. The views gathered at the event will help inform the new Housing Strategy being developed this year.</p>
	<p>CITY PRIDE</p>
27.	<p>The Southampton Music Hub has continued to provide high-quality musical opportunities to the children and young people in Southampton, reaching in excess of 8,500 families between November and January. Exciting achievements by Southampton's young people included Richard Taunton's Sixth Form College's 'Jazz Combo' performing at the Schools Proms at the Royal Albert Hall in November. Southampton Music Hub also won the prestigious Will Michael Jazz Award for Jazz Education at the 2015 Music Education Awards.</p>
28.	<p>In January 2016, over 200 vocalists from a range of schools, colleges and community choirs took part in the Music Hub's 'Vivaldi Big Sing Project', while young people, teachers and residents took part in two days of activities with the Orchestra of the Age of Enlightenment, which included a special composition project with Rosewood Free School, with students from the school performing alongside the orchestra.</p>
29.	<p>The 2016 Be Your Best Southampton Rock Challenge and J Rock heats took place at the O2 Guildhall from 22 February. I am delighted to report that there was success from day one, with Upper Shirley High School winning the overall first place alongside a host of other awards for excellence. Bitterne Park School and Sixth Form also won awards including Excellence in Entertainment and Student Leadership. Woodlands School won overall third place with Great Oaks School and Redbridge Community School also winning awards. Regents Park Community College claimed fourth place in the heats with awards also for The Sholing Technology College and Richard Taunton College. In total, eighteen Southampton schools took part in this year's challenge, winning awards from Excellence in Performance Skill to Soundtrack and Lighting. Our congratulations to all the schools, pupils and staff who worked so hard to achieve such great results.</p>
30.	<p>The Southampton Christmas Festival took place in Above Bar in the city centre between 14th November and 23rd December 2015. This year the Southampton Christmas Festival was under new management and featured brand new bespoke chalets, daily entertainment, arts and craft, food and drink stalls and a giant advent calendar. The highlight was a unique, twice daily free show which involved Father Christmas flying over the Bargate monument, The overall quality and layout was significantly improved with small but important touches, such as more walkways to make Above Bar less congested and additional benches and bins. The new festival was well received.</p>
31.	<p>The Hampshire Farmers' Market took place in Guildhall Square for the first time. Despite the weather, the market was well attended and provided visitors with an opportunity to buy top quality local produce. The next market will take place in May 2016.</p>
32.	<p>At the end of December 2015, Southampton had a recycling rate of 29%, an</p>

	<p>increase of 1%. At present we are the only council in Hampshire with an improved performance for dry mixed recycling rate. Residents can recycle paper, cardboard, aerosols, food and drink cans, plastic bottles along with glass bottles and jars as well as using the textile and glass banks across the city to recycle as much as they can. The Waste and Recycling team undertake targeted work across the city to help residents recycle more and more. For example, there are still materials in rubbish bins that can be recycled and we can all improve the quality of recycling by making sure these are placed into recycling bins. Our recent recycling “Bin loose and don’t bag it” advertising campaigns have focussed on this. Reducing the amount of waste we generate at home, and just recycling the right materials and recycling just a little bit more will help us continue to improve the city’s recycling rate.</p>
	<p>SUSTAINABLE COUNCIL</p>
33.	<p>The Council’s Customer Strategy was approved by Cabinet on 18 November 2015. This commits the Council to provide high quality online and digital services to customers, providing them with the opportunity to interact with us at times, and in places, that are convenient for them. Digital services are significantly less expensive for the Council to provide, enabling us to focus our resources in a more targeted way. Customer focus groups were involved in shaping the strategy through the People’s Panel; they were in favour of the Council’s approach, sharing our commitment to better online services and also our commitment to ensure more vulnerable members of the community, and those without access to the internet, will not be disadvantaged. They also provided useful feedback which has led to some changes in wording and layout, as well as suggesting areas for success measures.</p>
34.	<p>As part of the ‘One Public Estate’ programme, the Council has leased this self-contained area (adjacent to the Central Library entrance) to the Police for their Southampton Neighbourhood Patrol team. They will operate on a 24/7 basis, with most officers using bikes to get round the city. The Police are paying a market rent to the council, generating new income and they will also be fitting out the space for their own use and have been preparing for these works to commence since the autumn of 2015. The conversion work is now underway.</p>
35.	<p>Cabinet agreed in December to the disposal of the following properties:</p> <ul style="list-style-type: none"> • Former Woolston School, Porchester Road • Former Kennels at 131A Warren Avenue • Woolston Library, Portsmouth Road • Seymour House, Seymour Road • Nutfield Court Nursery <p>This releases properties that are surplus to Council requirements which will raise a capital receipt for both the General Fund and the HRA. The exception is Nutfield Court, which will be leased to a new social enterprise company established by current Council staff, thus producing revenue. It will facilitate provision of support services to former users of the council-run service (a day care service for adults with learning disabilities and mental health issues in a horticultural setting).</p>

RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
36.	N/A
<u>Property/Other</u>	
37.	N/A
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
38.	As defined in the report appropriate to each decision.
<u>Other Legal Implications:</u>	
39.	N/A
POLICY FRAMEWORK IMPLICATIONS	
40.	Council Plan 2014-2017

KEY DECISION?	No
WARDS/COMMUNITIES AFFECTED:	All
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	None
Documents In Members' Rooms	
1.	None
Equality Impact Assessment	
Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	No
Privacy Impact Assessment	
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.	No
Other Background Documents	
Equality Impact Assessment and Other Background documents available for inspection at:	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	None

DECISION-MAKER:	CABINET COUNCIL		
SUBJECT:	SAFE CITY AND YOUTH JUSTICE STRATEGIES UPDATES		
DATE OF DECISION:	15 MARCH 2016 16 MARCH 2016		
REPORT OF:	CABINET MEMBER FOR HOUSING AND SUSTAINABILITY		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Felicity Ridgway, Policy Manager	Tel: 023 8083 3310
	E-mail:	Felicity.ridgway@southampton.gov.uk	
Director	Name:	Emma Lewis, Acting Service Director Intelligence, Insight and Communications	Tel: 023 8091 7984
	E-mail:	Emma.lewis@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
NOT APPLICABLE	
BRIEF SUMMARY	
<p>In November 2014 Cabinet agreed the Safe City Strategy (2014-2017) and the Youth Justice Strategy (2014-2017), which were approved by Council in February 2015. It was also agreed to review and update the strategies as required, following the annual statutory Community Safety Strategic Needs Assessment. This was completed in October 2015, and has been used to inform updates of the strategies.</p>	
RECOMMENDATIONS:	
Cabinet	(i) To consider and recommend to Council the updated Safe City Strategy and Youth Justice Strategy. .
Council	(i) To approve the updated Safe City and Youth Justice strategies.
REASONS FOR REPORT RECOMMENDATIONS	
1.	To ensure that the statutory Safe City and Youth Justice Strategies reflect the latest challenges and opportunities for the city, informed by the Community Safety Strategic Needs Assessment, and that they include a clear and up to date set of actions to make Southampton a safer city for residents and visitors.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
2.	An alternative option is to not update the Safe City and Youth Justice Strategies. However, continuing to use a strategy that is outdated would risk the Council not meeting its statutory obligations, and being unable to draw down funding for the Youth Offending Service. In turn, this would impact the Council's ability to maintain the service.

DETAIL (Including consultation carried out)	
3.	<p>Key Findings from the Strategic Assessment</p> <p>The Community Safety Strategic Needs Assessment undertaken in 2015 identified that recorded crime increased in Southampton by 8% in 2014/15. Particularly significant increases were highlighted in relation to sexual offences, domestic violence and abuse and violent crime. However, it should be noted that the increase in recorded crime is not necessarily indicative of an increase in actual crime. A likely factor behind the changing trend in Police recorded crime is the renewed focus on the quality of recording by Hampshire Constabulary, following the inspection of forces by Her Majesty's Inspectorate of Constabulary (HMIC). Hampshire Constabulary report that the rise in recorded crime has not led to a rise in calls for service and the independent Crime Survey for England & Wales indicates that, in real terms, crime continues to fall across the Constabulary. The increase in recorded crime is in line with national trends.</p>
4.	<p>The assessment also noted that reoffending continues to be a concern across the city, with 61% of recorded crimes having been committed by offenders who have already committed two or more offences in a year. Alcohol and substance abuse also continue to be key factors in violent and sexual crimes, and domestic violence and abuse, as well as contributing towards reoffending rates.</p>
5.	<p>Review of Progress</p> <p>A review of progress since the adoption of the Safe City Strategy in February 2015 has highlighted particular successes including:</p> <ul style="list-style-type: none"> • Repeat referrals for the highest risk domestic abuse cases remaining consistently low at around 22%. • The number of arrests that lead to a charge for domestic violence increased from 30% to 43.2% over the past 4 years. • The development of the Multi Agency Safeguarding Hub (MASH) has established clearer safeguarding referral processes and better information exchange between statutory agencies to ensure vulnerable children are supported.
6.	<p>In terms of Youth Justice, recent successes have included:</p> <ul style="list-style-type: none"> • Improvements to the way Southampton Youth Offending Service (YOS) operates: for example, the YOS Management Board has been reinvigorated through partnership development work and shared target setting. • Significant engagement with the local Youth Bench and senior youth magistrates, who now sit on the YOS Magistrate Board. • The Southampton Joint Decision Making Panel, which is a scheme in partnership with Hampshire Constabulary to engage young people in robust early help intervention, has been particularly successful and has been reviewed to ensure it continues to be efficient. • As a result of these improvements, custody rates have continued to fall, from 20 young people in 2013/14 to 16 young people in 2014/15. Youth reoffending rates have fallen by 14.5%, and the number of first time entrants to the Youth Justice system reduced by around 40% in 2014/15. Youth reoffending rates are now amongst the lowest in our

	<p>comparator group and lower than the England average. However, first time entrants and custody rates still remain higher than the national average and most local comparators.</p>
7.	<p>Overview and Scrutiny</p> <p>A Safe City Partnership Annual review was undertaken by the Overview and Scrutiny Management Committee in December 2015. The Committee reviewed the progress of the Safe City and Youth Justice work in 2015. They also considered the Community Safety Strategic Needs Assessment, and made recommendations which were considered when developing the new action plans contained within the updated Safe City and Youth Justice Strategies.</p>
8.	<p>The recommendations, and responses were as follows:</p> <ul style="list-style-type: none"> • that OSMC be provided with an update of the action plan developed following the 2014 Community Safety Peer Review identifying progress made implementing the agreed actions – the Peer Review action plan was provided to OSMC. • that, to raise the profile of the Partnership, the Safe City Partnership explore how the good work being delivered could be more effectively communicated – a new action has been added to the Safe City Strategy to improve communications. The Safe City Partnership webpage is now live and showcases some of the achievements of the Partnership. • that the Safe City Partnership seek to develop the Police and Communities Together Panels (PACT) by ensuring that best practice is shared across the Panels and, to enable local members to hold Inspectors to account, ward Councillors be consulted when scheduling PACT meetings – this recommendation has been considered by the Safe City Partnership and the PACT meetings are being reviewed as part of the assessment of the effectiveness of Community Tasking and Coordinating Group (CTCG) meetings led by Hampshire Constabulary. • that the Safe City Partnership explore the potential to establish a ‘diverted giving scheme’ in Southampton that encourages people to donate to charities that support homeless people rather than give directly to beggars - this recommendation has been considered by the Safe City Partnership and is being explored. • that the Hate Crime Action Plan be circulated to the Committee – the Hate Crime action plan was provided to OSMC.
9.	<p>Updating the Strategies</p> <p>The Council’s Strategy Unit, working with service area leads and partners from Hampshire Constabulary, the Youth Offending Service and other stakeholders, have reviewed and updated the strategies. The evidence from the Safe City Strategic Needs Assessment demonstrates that the 4 key priorities identified for each of the strategies continue to be significant issues for the city, and the priorities have therefore remained the same.</p>

10.	<p>However, in order to reflect the recent strategic needs assessment and other feedback, the following changes have been made:</p> <ul style="list-style-type: none"> • Statistics have been updated to reflect the most recent evidence. • The layout has been amended slightly to make the strategies user friendly. • The action plans have been updated based on the recommendations in the Strategic Assessment.
11.	The strategy updates have been presented to and approved by the Safe City Partnership and the Youth Offending Board, as well as being endorsed by Southampton Connect.

RESOURCE IMPLICATIONS

Capital/Revenue

12.	There are no additional resource requirements arising from the approval of the strategies. The partnership working arrangements aim to ensure that the existing resources from each partner are targeted at the key actions identified.
-----	---

Property/Other

13.	None
-----	------

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

14.	Southampton City Council has a statutory responsibility to formulate and implement, for each relevant period, 'a strategy for the reduction of crime and disorder in the area' under section 6 of the Crime and Disorder Act 1998 (reinforced in Schedule 9(3) of the Police and Justice Act 2006) .
15.	The Youth Justice Strategy underpins the annual Youth Justice Plans submitted to the Youth Justice Board as required by section 40(1) of the Crime and Disorder Act 1998.

Other Legal Implications:

16.	None
-----	------

POLICY FRAMEWORK IMPLICATIONS

17.	The Crime & Disorder Reduction Strategy (Safe City Strategy) and Youth Justice Plan (Youth Justice Strategy) are both requirements within the Policy Framework.
-----	---

KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	All wards

<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Safe City Strategy (updated)
2.	Youth Justice Strategy (updated)
Documents In Members' Rooms	
1.	None
Equality and Safety Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	No
Privacy Impact Assessment	
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.	No
Other Background Documents	
<p>Other Background documents available for inspection at: Southampton Safe City Strategic Assessment 2014/15 (Community Safety Strategic Needs Assessment) – this can be viewed via the following link: http://www.publichealth.southampton.gov.uk/Images/Safe-City-Strategic-Assessment-2014-15-FINAL.pdf</p>	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	None

This page is intentionally left blank

Southampton Safe City Strategy | 2014-2017

Southampton is a safe city...we are working to make it a safer city

The Safe City Partnership is a group of organisations working together to ensure that Southampton is a safe city to live, work, learn and visit.

The Partnership has identified four main priorities for keeping Southampton safe over a three year period. These are reviewed and updated every year to make sure the priorities are based on the latest crime data included in the annual Southampton Safe City Strategic Assessment.

Our priorities Why these are our priorities and some of the challenges we faced in 2014/15

 <p>Reduce crime and anti-social behaviour</p>	<ul style="list-style-type: none"> Recorded crime in Southampton increased by 8% in 2014/15, with reports of violent crime increasing by over 25% and hate crime rising by just under 50%. Nationally, most other places have reported similar increases, and this is mainly because the Police have changed the way they record certain offences. Police callouts over the same period have not increased, so crime has not actually increased by as much as the statistics suggest. However, the Safe City Partnership will continue to maintain a focus on reducing crime and anti-social behaviour in the city.
 <p>Reduce the harm caused by drugs and alcohol</p>	<ul style="list-style-type: none"> Alcohol remains a key contributing factor in violent crimes and sexual offences. Crime affected by alcohol has risen by 13.5%.
 <p>Protecting Vulnerable People</p>	<ul style="list-style-type: none"> There has been a 22% rise in recorded Domestic Abuse. This is mainly attributable to changes in the way Police record offences. 12.5% of victims of all crimes were identified as vulnerable.*
 <p>Reduce reoffending and Reduce Youth Crime</p>	<ul style="list-style-type: none"> Reoffending remains a key issue, and adult offenders committing two or more offences in a year were responsible for over 61% of crime in the city in 2014/15. The City has successfully reduced the number of young people entering the criminal justice system in 2014/15 by 35% due to joint work between the Youth Offending Service and Hampshire Constabulary. However, compared to our 15 most similar authorities, Southampton still has the 14th highest number of young people entering the criminal justice system.**

*A vulnerable victim is defined as anyone who is (a) under 18 years of age at the time of the offence, or (b) likely to have the quality of their evidence affected by mental disorders, significant impairments of intelligence and social function or physical disability or disorder. **IQuanta comparator group of: Eastbourne, Sheffield, Watford, Southend-on-Sea, Luton, Hillingdon, Slough, Hounslow, Derby, Brighton & Hove, Northampton, Cardiff, Bristol and Reading.

Further look at crime in Southampton in 2014/15

<p>Reduce crime and anti-social behaviour</p> <ul style="list-style-type: none"> Domestic burglaries have fallen by 31.7% over the past five years. Recorded incidents of anti-social behaviour have not increased over the past year. Southampton has the highest rates of non-dwelling burglaries amongst its 15 most similar authorities. 	<p>Reduce the harm caused by drugs and alcohol</p> <ul style="list-style-type: none"> There has been a 12% decrease in the number of night time assault victims at Emergency departments. 47% of clients attending alcohol treatment were successful and did not return within 6 months. This is higher than the national figure of 38%. Southampton has the 3rd highest drug offences rate within its 15 most similar authorities. 	<p>Protecting vulnerable people</p> <ul style="list-style-type: none"> Repeat referrals for the highest risk domestic abuse cases have remained consistently low (only 22% of cases are referred again). The number of arrests that lead to charge for domestic abuse has increased from 30% to 43.2% over the past 4 years. Southampton has the 2nd highest rate of high risk domestic abuse cases compared to its 15 most similar authorities. 	<p>Reduce re-offending Reduce youth crime</p> <ul style="list-style-type: none"> Custodial sentences for young people have reduced by 1.3%. Southampton has the 2nd lowest youth reoffending rates compared to its 15 most similar authorities. The average number of offences per adult offender has risen to over 17. This is higher than the national average of 13.6 offences.
---	--	--	---

Some of our achievements in 2014/15

<p>Reduce crime and anti-social behaviour</p> <p>Every area in the city now has PACT (Police and Communities Together) meetings. As a result, residents have opportunities to be included in setting local 'Community Priorities'.</p> <p>The Independent Mediation Assessment Service continues to operate with a 90% success rate in resolving neighbour disputes.</p> <p>Hampshire Constabulary is one of the most successful Police forces in the UK at arresting people for domestic abuse.</p>	<p>Reduce the harm caused by drugs and alcohol</p> <p>The Late Night Levy* was successfully implemented this year and will generate funding to address crime and disorder and public safety issues connected with the night time economy.</p> <p>Drug and alcohol services in Southampton have been re-designed to ensure that treatment and more effective support is available for more service users.</p> <p>Hampshire Constabulary continue to take a robust stance on drug dealers across the city with some positive results. (A drug gang of 8 people received sentences totalling 46 years in June 2015.)</p>	<p>Protecting vulnerable people</p> <p>New services for victims of domestic and sexual abuse are being provided by Southampton Rape Crisis, who offer a more collaborative and community based approach to reducing domestic abuse. There is also more support available for victims.</p> <p>The development of the Multi Agency Safeguarding Hub (MASH) has established clearer safeguarding referral processes and better information exchange between statutory agencies to ensure vulnerable children are supported.</p> <p>The city hosted a successful Counter Extremism 'Prevent' community engagement event in September 2015.</p>	<p>Reduce reoffending Reduce youth crime</p> <p>The Southampton Joint Decision Making Panel (run by the Youth Offending Service and Hampshire Constabulary) has been very successful at offering robust early help and reducing the number of first time entrants in to the criminal justice system by 35% in 2014/15.</p> <p>The number of young offenders in suitable accommodation at the end of their Youth Offending Service interventions has improved from 93.9% to 95.6%.</p> <p>Education, training and employment engagement of youth offenders has risen over the past 3 years from 49.1% to 64.4%.</p>
---	--	---	---

*The Late Night Levy raises financial contributions from late opening alcohol suppliers towards policing the night-time economy.

What do residents say?

- Over **90%** of people feel safe within their own home.
 - Most people feel safe in their local area during the day (**85%**) but this figure falls to **52%** at night.
 - 63%** of people did not believe that violence was an issue for Southampton.
 - 52%** of residents feel that anti-social behaviour is a very big or fairly big issue for Southampton.
 - When considering problems within their local areas, litter and rubbish were the biggest concerns followed by people being drunk or rowdy in public places.
- Data from the Community Safety survey 2015

Other important emerging issues identified for the city in the Safe City Strategic Assessment

- Missing, Exploited and Trafficked (MET) children
- Modern Slavery
- Female Genital Mutilation (FGM)
- Honour Based Violence including forced marriages
- Preventing radicalisation and extremism.

How we are going to make Southampton safer?

Priorities	Key actions	Lead Agency	Lead Partnership	How we will measure success in March 2017?
 Reduce crime and anti-social behaviour	Improve communication to inform people about what is being done and to help people understand what they need to do to keep themselves safe.	ALL	Safe City Partnership	Increase the % of people in the city who feel safe in their local areas during the day and night.
	Maintain the three publically agreed 'Community Priorities' in all neighbourhoods to target issues (crime and anti-social behaviour) that most significantly impact communities.	Hampshire Constabulary	Safe City Partnership	Reduce crime and reported anti-social behaviour rates.
	Implement an improvement plan, focused on prevention, early intervention, education and enforcement to address the high levels of rapes and serious sexual offences across the city.	Hampshire Constabulary	Serious Sexual Offences Group	Reduce the number of current serious sexual offences.
	Develop prevention, intelligence and enforcement plans to tackle emerging crime patterns.	Hampshire Constabulary	Safe City Partnership	Improve our Most Similar Group position in relation to crime rates.
	Deliver and monitor the success of the Prince's Trust 'Team' and 'Get Started' programmes targeting long-term unemployed, educational underachievers, ex-offenders and care leavers.	Hampshire Fire and Rescue Service	Safe City Partnership	70% of attendees achieving a positive progression to employment, education or training within 3 months of course completion.
	Develop community engagement networks to ensure victims of hate crime have the confidence to report incidents and to ensure this crime data is monitored.	Hampshire Constabulary	Safe City Partnership	Improve accuracy in hate crime reporting.
 Reduce the harm caused by drugs and alcohol	Ensure effective use is made of the funds obtained from the Late Night Levy to reduce the harm caused by drugs and alcohol in the night time economy.	All	Safe City Partnership	Reduce alcohol related violence rates. Report on how the Late Night Levy has been spent.
	Ensure the new single pathway for drug and alcohol treatment services is effective at helping users to successfully complete their treatment and break the cycle of addiction.	Integrated Commissioning Unit	Safe City Partnership	Increase the proportion of users who successfully complete their treatment and do not re-present to the service within 6 months.
	Develop and implement a city wide Alcohol Strategy to include both public health and community wide safety issues.	Southampton City Council / Hampshire Constabulary	Health and Well Being Board / Safe City Partnership	Reduce alcohol related violence rates.
	Maintain Operation Fortress principles to restrict supply and demand for Class A drugs and to work with affected communities to help them rebuild.	Hampshire Constabulary	Safe City Partnership	Increase convictions for drug related crimes.
	Target under age sales of alcohol in the city by taking robust action against offending premises.	Southampton City Council / Hampshire Constabulary	Safe City Partnership	Decrease in the number of tested premises selling alcohol to those who are under age.
 Protecting vulnerable people	Ensure there are appropriate referral routes in place to programmes for perpetrators of domestic abuse.	National Probation Service	Safe City Partnership	Increase the number of identified perpetrators of domestic abuse engaged in programmes or interventions.
	Continue to support the counter extremism Prevent agenda and maintain routes for safeguarding people at risk of radicalisation.	All	Safe City Partnership	Ensure actions on the Prevent Action Plan are implemented.
	Develop understanding of the extent of missing, exploited and trafficked (MET) children, modern slavery, female genital mutilation (FGM), and honour based violence in the City and take action to address these issues.	All	Safe City Partnership	Improve accuracy of reporting and monitoring related to all of these issues.
	Implement the multiagency Tackling Domestic Violence and Abuse Plan 2015-17, including establishing an integrated Multi Agency Risk Assessment Conference (MARAC) and-Multi Agency Safeguarding Hub (MASH) model to improve partnership risk assessment and response for high risk Domestic Abuse.	Southampton City Council / Hampshire Constabulary	Safe City Partnership	Reduce the number of repeat victims of domestic abuse to MARAC/ MASH.
 Reduce reoffending and Reduce youth crime	Support effective Integrated Offender Management (IOM) and Priority Young People (PYP) to deal with the most prolific offenders across the city.	National Probation Service / Community Rehabilitation Company and Youth Offending Service	Safe City Partnership	Reduce reoffending rates for adult and youth offenders.
	Develop relationships with schools and continue to innovate in house resources such as the accredited arts provision.	Southampton City Council	Children and Families / Skills & Development / City Deal / Voluntary sector	Gaining Gold 'Artsmark' standard for arts provision. Increase education, training and employment engagement by 10%.
	Implement outcomes from the Ending Gang and Youth Violence Peer review.	Safe City Partnership / YOS Management Board	Southampton City Council / Hampshire Constabulary	Decrease in serious youth crime and drug distribution.
	Ensure the Youth Offending Service is involved at the earliest opportunity in order to help Looked After Children at risk of offending.	Southampton City Council	Hampshire Constabulary	Reduce the number of Looked After Children entering the criminal justice system.
	Continue to engage with the West Hampshire Youth Bench to ensure other restorative routes are considered.	Youth Offending Service Management Board	West Hampshire Youth Bench	Reduce custody rates by 20%.

Southampton Youth Justice Strategy | 2014-2017

We are committed to providing justice for victims and local communities, rehabilitation and positive opportunities for young people.

Youth Justice is a key priority for the City. It is important for us to reduce the numbers of children and young people getting involved in crime and anti-social behaviour and to help young offenders rehabilitate.

This strategy sets out our priorities and the actions we are going to take to deliver improvements.

★ Our priorities

 <h3>Reduce youth crime</h3> <p>Reducing youth crime in Southampton will positively impact on everyone living and working in the city. There will be fewer victims of crime and better outcomes for young people who have previously been involved in criminal activity.</p>	 <h3>Reduce first time entrants to the youth justice system</h3> <p>Intervening earlier to address risk factors and build upon strengths can help prevent children and young people from offending or re-offending in the future.</p>	 <h3>Reduce custody</h3> <p>Custody can have a detrimental impact on the lives of children and young people and their families. Young people who serve custodial sentences are much more likely to re-offend.</p>	 <h3>Reduce re-offending</h3> <p>Breaking the cycle of offending can help young people significantly improve their life chances and make our local communities safer.</p>
--	--	--	--

✓ Our successes in 2014-15

 <h3>Reduce youth crime</h3>	<ul style="list-style-type: none"> The number of non-custodial resolutions has increased by 15.8% and the number of custodial sentences has decreased by 1.3%. The number of re-convictions in 2014-15 for the worst offenders has fallen from 43 to 33. 685 families have successfully been engaged as part of phase one of the Families Matter programme, which aims to help families with complex needs.
 <h3>Reduce first time entrants to the youth justice system</h3>	<ul style="list-style-type: none"> There has been a 35% reduction in the number of first time entrants. The Southampton Joint Decision Making Panel has used Youth Community Resolutions more effectively to divert young people from crime and support victims through restorative interventions.
 <h3>Reduce custody</h3>	<ul style="list-style-type: none"> The number of custodial sentences has fallen from 27 to 13 over a two year period.
 <h3>Reduce re-offending</h3>	<ul style="list-style-type: none"> There has been a 14.5% decrease in re-offending rates and re-offending in Southampton is now lower than the national average. Young people's engagement with education, training and employment has risen from 59.8% to 64.4%.

+ Other successes

Improvements made as a result of feedback from service users

- Developed a user friendly leaflet describing our service user engagement work.
- Made changes to the office layout to make it more welcoming.
- Produced an information film about young people's experience of police custody.

Improvements to the service in 2014/15

- The service now uses real time data to show the effectiveness of local youth justice provision.
- The Youth Offending Service (YOS) has continued to develop its own accredited arts provision.
- All staff have received Speech, Language and Communication Needs training.

! Our challenges

 <h3>14th</h3>	<p>Compared to our 15 most similar group of local authorities* Southampton is 14th highest for number of first time entrants.</p>		<p>Although we have fewer offenders overall, we need to ensure re-offending rates still remain low.</p>
	<p>Custody rates remain high when compared to local, national and similar comparator areas.</p>		<p>We need to continue to improve education and economic outcomes for young people who are at risk of offending in Southampton.</p>

*IQanta comparator group of: Eastbourne, Sheffield, Watford, Southend-on-Sea, Luton, Hillingdon, Slough, Hounslow, Derby, Brighton & Hove, Northampton, Cardiff, Bristol and Reading.

What young people in Southampton have told us

In February 2015, over 200 young people across the City joined in the 'have your say' consultation

3 biggest concerns

- 1 getting a good job
- 2 going to a good school/college
- 3 feeling safe

Young people are concerned about the age at which some of their peers start using drugs

What are we going to do?

Priorities	Key actions	Lead agency	Lead partners	How we will measure success in March 2017?
 Reduce youth crime	Develop relationships with schools and continue to innovate in house resources such as the accredited arts provision.	Southampton City Council	Children and Families / Skills & Development / City Deal / Voluntary Sector	Gaining Gold 'Artsmark' standard for our arts provision. Increase education, training and employment engagement by 10%.
	Work in partnership with voluntary sectors to ensure more effective matching of resources against need. For example using live data to inform service development.	Youth Offending Service (YOS) Management Board	Southampton Voluntary Services	Evidence of partnership working with voluntary sector.
	Develop systems to actively involve young people and parents in service design and delivery.	YOS Management Board	Solent University	Increase the % of young people and families who are satisfied with YOS.
 Reduce first time entrants to the youth justice system	Ensure protocols work effectively so that Looked After Children are treated as a priority group.	Southampton City Council	Hampshire Police Constabulary	Reduce the number of Looked After Children entering the criminal justice system.
	Create a Restorative Network in schools to help young people learn how to effectively resolve conflict.	Southampton City Council	Southampton Schools Forum	Increase the number of schools working with YOS. Decrease the number of young people who feel bullying is a major issue for the city.
	Implement outcomes from the Ending Gang and Youth Violence Peer review.	Safe City Partnership / YOS Management Board	Southampton City Council / Hampshire Police Constabulary	Decrease in serious youth crime and drug distribution.
 Reduce custody	Continue to engage with the West Hampshire Youth Bench to ensure other restorative routes are considered.	YOS Management Board	West Hampshire Youth Bench	Reduce custody rates by 20%.
	Deliver high quality robust assessments and interventions through the successful implementation of the new assessment framework 'Asset Plus'.	YOS Management Board	West Hampshire Youth Bench	Increase the number of pre-sentence report forums that take place with Southampton Youth Bench. 'Asset Plus' being used effectively.
	Help young people understand their interventions through the 'my plan' tool.	Youth Offending Service	Solent University	Increase the number of young people who state on their Service User Survey that they understand their interventions.
 Reduce re-offending	Use the real time re-offending tracking tool and effectively respond to the data gathered.	YOS Management Board	Youth Justice Board	Maintain a low re-offending rate.
	Undertake analysis on the suitability of accommodation for young offenders at point of release.	YOS Management Board	Southampton Resettlement Forum	YOS Management Board will monitor the % of young people who are released to suitable accommodation.
	Restorative Justice Interventions to become a core component of every young person's intervention plan.	YOS Management Board	Hampshire Police Constabulary	Increase the use of restorative justice within youth justice interventions.

DECISION-MAKER:	COUNCIL		
SUBJECT:	AUTHORITY TO PROCURE A CONTRACEPTIVE AND SEXUAL HEALTH SERVICE FOR SOUTHAMPTON FOR 2017-2024		
DATE OF DECISION:	16 MARCH 2016		
REPORT OF:	DIRECTOR OF QUALITY AND INTEGRATION		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Tim Davis	Tel: 023 8083 4970
	E-mail:	tim.davis@southampton.gov.uk	
Director	Name:	Stephanie Ramsey	Tel: 023 8029 6941
	E-mail:	stephanie.ramsey@southamptoncityccg.nhs.uk	

STATEMENT OF CONFIDENTIALITY

None

BRIEF SUMMARY

This report seeks delegated authority to re-tender Contraception and Sexual Health services for a new service starting in April 2017. It recommends that this will be best achieved through a collaborative procurement with Hampshire County Council and Portsmouth City Council. It is also recommended this should be aligned as far as possible with procurement of termination of pregnancy and vasectomy services commissioned by Southampton City Clinical Commissioning Group (SCCCG) and the other CCGs across Hampshire and Portsmouth, to retain the benefits to patients, public health outcomes and the taxpayer of an integrated sexual health service.

Reproductive and sexual health services will need to be delivered within a reduced financial envelope in future. In Southampton Central Government reductions in the public health grant means that the Council's £17.19m public health budget will be reduced by £1.06m in 2015/16, rising to a 8.39% reduction (£1.47m) in 2016/17, 10.89% reduction (£1.91m) in 2017/18, 13.49% reduction (£2.38m) in 2018/19 and 16.09% reduction (£2.85m) by 2019/20. Given that almost 56% of the public health grant is invested in commissioned services, this will mean a significant reduction in these services.

Southampton City Council spends approximately £2.6m per annum on commissioning contraception and sexual health services through a mixed economy delivery model via primary care (GPs and Pharmacies), community settings and specialist reproductive and sexual health services. Ensuring free and open access to reproductive and sexual health services became a local government responsibility in April 2013, under the Health and Social Care Act 2012. Most of the current service by value (£2.5m) is commissioned as a specialist integrated sexual health service through a block contract with Solent NHS Trust, managed as part of the CCG contract with Solent NHS Trust for a range of health services. The current service covers access to routine and specialist contraception,

sexual health screening, Genito Urinary Medicine (GUM), sexual health promotion and psycho-sexual counselling. The Southampton service is integrated with the termination of pregnancy service commissioned through the Clinical Commissioning Group. Termination of pregnancy services have an approximate contract value of £710k for 2015-16. The Southampton service is delivered as part of a wider integrated sexual health service that covers all of Southampton, Hampshire and Portsmouth.

Southampton residents can access contraception and sexual health services anywhere in the Country without charge. As most choose to access services close to home it is important to commission services that reflect the needs of the local community. Access to effective control of reproductive health has been a foundation stone of the economic and social change in Britain over the last 50 years. Despite this, not all communities benefit equally from good control of reproductive health, undermining people's social and economic potential, leading to unplanned pregnancy and contribute to overcrowded housing, benefit dependency and poor education, social and health and wellbeing outcomes for children and adults alike. Effective contraception and sexual health services avoid the unnecessary social, human and financial costs associated with treatment of a high level of sexually transmitted disease and unwanted pregnancies. These services can also help to identify and protect individuals who may be vulnerable to or subject to sexual exploitation, abuse or other sexual violence in their relationships. In addition to the integrated service, the Council also commissions a number of additional complementary sexual health services in relation to contraception in primary care (GP and pharmacies) and community providers.

Accessible and effective sexual health services therefore make an important contribution to the economic, health and social wellbeing of Southampton residents – adults and children alike. Local authorities are mandated by The Local Authorities (Public Health Functions and Entry to Premises by Local Healthwatch Representatives) Regulations 2013 to “provide or secure the provision of open access sexual health services that:

1. Prevent the spread of sexually transmitted infections
2. Treat, test and care for people with such infections
3. Notify sexual partners of people with such infections
4. Provide contraceptive services including the availability of advice on, and reasonable access to, a broad range of contraceptive substances and appliances.

Nationally, integrated services tend to be associated with better outcomes in relation to sexual health. Southampton currently benefits from an integrated level 3 service not only within the City, but which extends across Hampshire and Portsmouth. This Hampshire wide approach also ensures that approx. 98% of City Council funding spent supporting the sexual and reproductive health needs of Southampton residents is spent with a service specified in relation to their specific needs.

Commissioning a new service to be in place for April 2017 would benefit the Council and CCG by ensuring the earliest practicable alignment of these services with other preventative services developed through the transformation programme. It would also

allow the Council and CCG to financially take advantage of the opportunity for the future service to be delivered through a collaborative procurement. Hampshire and Portsmouth are both aiming to commission a new service for 1 April 2017. The significantly larger contract value offered through a collaborative integrated model would make the opportunity attractive to both existing and potentially other providers of the specialist service, and help any provider to create and sustain a resilient, effective service that demonstrates best value for Southampton taxpayers.

RECOMMENDATIONS:

	(i)	To delegate authority to the Director of Quality and Integration, after consultation with the Director of Public Health, the Chief Executive and relevant Cabinet Member to recommission the service through a collaborative procurement subject to the new service being deliverable within approved budgets.
	(ii)	To delegate authority to the Director of Quality and Integration, after consultation with the Director of Public Health and relevant Cabinet Member and Service Director, to do anything necessary to secure the commissioning of revised arrangements for contraception and sexual health services through a collaborative procurement, up to and including entering into appropriate contract(s).

REASONS FOR REPORT RECOMMENDATIONS

1.	Responsibility for commissioning Contraception and Sexual Health Services (excluding Termination of Pregnancy) transferred into Southampton City Council in April 2013. A review of needs and outcomes was carried out during 2013-14, which has led to the development of a Sexual Health Improvement plan (appendix 1). Following this and engagement with the public, a set of commissioning intentions for Sexual and Reproductive Health Services 2015-2019 was agreed (appendix 2). To ensure that a revised service demonstrates the best value for money, it will be essential to test approaches to delivery of the proposed model in the market.
2.	There is evidence from sexual health commissioning elsewhere and from local experience of the current service that a jointly commissioned service, albeit with local variation to meet specific local priorities, gives greater scope for cost efficiencies in relation to provider overheads, particularly in relation to some of the more complex clinical leadership. The recommendation to be part of a collaborative procurement exercise seeks to ensure that Southampton is best placed to continue to benefit from this, and to test/demonstrate this benefit in the marketplace.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3.	Not to go out to market test the service , and/or make changes to the service specification was considered. This option was rejected on the basis that it would not provide the opportunity to really test whether there were market opportunities for delivery of better sexual health outcomes or value for money nor make significant revisions to the service specification to strengthen the focus on prevention, emphasis on sexual health screening and targeted extension of Long Active Reversible Contraception among specific groups. This option would also not comply with the Council's Contract and Procurement regulations.
----	--

4.	The current contract for the collaborative service comes to an end at the latest on 31 March 2018, an exemption having been granted to allow scope for being part of a collaborative procurement when it was tested in the market. Under the City Council's procurement rules, the Council is required to test the market prior to entering into a new contract. This will help the Council achieve the most cost effective solution for delivering the services to the quality level required from 1 April 2017.
5.	To go out to market just for a Southampton service was considered. This option was rejected on the basis that it would not offer the same opportunities for economies of scale (thereby maximising value for money) that a collaborative tender across the whole of Hampshire would offer. There would also be the risk that the market would focus on the larger Hampshire procurement and that there would be little interest in a Southampton only procurement. As Southampton and Hampshire currently have the same provider, there would be the added risk of the Hampshire procurement destabilising Southampton's provision if it were not part of the same procurement.
DETAIL (Including consultation carried out)	
6.	Responsibility and associated funding for commissioning contraception and sexual health services transferred to Southampton City Council from 1 April 2013 as part of its responsibilities for local health improvement under the Health and Social Care Act 2012.
7.	As a result of the Government's reduction Southampton City Council, Sexual health services will need to be delivered within a reduced financial envelope. In Southampton Central Government reductions in the public health grant means that the Council's £17.19m public health budget will be reduced by £1.06m in 2015/16, rising to a 8.39% reduction (£1.47m) in 2016/17, 10.89% reduction (£1.91m) in 2017/18, 13.49% reduction (£2.38m) in 2018/19 and 16.09% reduction (£2.85m) by 2019/20. Given that almost 56% of the public health grant is invested in commissioned services, this will mean a significant reduction in these services.
8.	The Council reviewed needs and outcomes in relation to contraception and sexual health services during 2013-14. The review updated the needs assessment against which the service is currently commissioned and considered the extent to which the existing service and service specification can address health and wellbeing needs to improve outcomes overall and reduce the gap for groups who have poorer outcomes. For Southampton this related particularly to levels of teenage pregnancy, effectiveness of screening for Chlamydia and wider levels of sexual infection and late diagnosis of HIV. Specific communities were identified as being at higher risk of poor sexual health and/or unwanted pregnancy outcomes. In Southampton these include: children and young people including those at particular risk of teenage conception, children looked after, adults vulnerable to sexual exploitation or abuse, men who have sex with men, and specific Black and Minority Ethnic communities where ethnicity (or more specifically previous residence in a high HIV prevalence country) indicates an increased risk of exposure to HIV infection. This work resulted in a Sexual Health Improvement Plan (Appendix 1).
9.	During February and March 2015 the City Council consulted local people on their

	use and expectations of contraception and sexual health services. The consultation used a range of methods to engage a large number of respondents from an online questionnaire open to all, to more targeted focus groups with specific groups of service users identified as being more vulnerable to poor reproductive and sexual health outcomes.
10.	Following the engagement, commissioning intentions for sexual and reproductive health services for Southampton City Council (SCC) and Southampton City Clinical Commissioning Group (SCCCG) were produced (Appendix 2). These give an overview of the services currently commissioned, priorities for development and the transformation work streams that will deliver improvements against these priorities. They also set out the main options for future procurement of different elements of sexual health services, with consideration of Southampton's position within the wider market.
11.	Close working with neighbouring commissioners, Public Health England (PHE) and service providers has helped to identify best practice in relation to engagement of vulnerable groups and models of service delivery regionally and nationally. Ongoing transformation within the City Council has improved collaboration between a range of council, health, police and other services, including voluntary and community sector providers.
12.	<p>During 2015-16 Southampton City Council in collaboration with Hampshire County Council and Portsmouth Local Authority have undertaken a Sexual Health Transformation Programme with Solent NHS Trust to meet the evolving needs and optimise outcomes within available commissioning resources. This programme has the following work streams</p> <ol style="list-style-type: none"> 1 - Digital and non-face to face triage and delivery of Sexual Health Services 2 - STI Self-Sampling for asymptomatic low risk residents 3 - More appropriate uptake of other service providers in primary care and community settings 4 - Reducing out of area activity (Hants only) 5 - Improving Data and IT systems 6 - Finance 7 - Workforce and estates rationalisation
13.	Commissioning of the sexual health services provided in Southampton is managed through the Integrated Commissioning Unit, working with Senior Managers within the City Council and the CCG as the budget holders for these services. In anticipation of the Council maintaining the option of an integrated Sexual Health service, commissioners have started working with colleagues in Public Health and the CCG to develop a specification for the future service that would best meet local reproductive and sexual health needs whilst also contributing to protection and prevention of avoidable demand in other areas of public service. This has been informed by the above transformation programmes, national developments in best practice and the consultation with service users, the wider public, and professional and provider networks carried out during 2015. There is also ongoing collaboration with commissioners and commissioning advisers nationally and regionally.
	COST EFFECTIVENESS OF SPENDING ON SEXUAL HEALTH

14.	<p>In preparation for the transition of sexual health spending to local authorities in April 2013 the Department of Health commissioned the preparation of “A Framework for Sexual Health Improvement in England”. This document sets out the broad commissioning responsibilities of different agencies for Sexual Health in England. Section 5 of this framework presents the fundamental evidence base for effective commissioning of sexual health services. This indicates that:</p> <ul style="list-style-type: none"> • For every £1 spent on contraception, £11 is saved in other healthcare costs⁽¹⁾. • The provision of contraception saved the NHS £5.7 billion in healthcare costs that would have had to be paid if no contraception at all was provided ⁽²⁾ • National Institute for Health and Clinical Excellence (NICE) Clinical Guideline CG30 demonstrated that [LARC] is more cost effective than condoms and the pill, and if more women chose to use these methods there would be cost savings ⁽³⁾ • Early testing and diagnosis of HIV reduces treatment costs – £12,600 per annum per patient, compared with £23,442 with a later diagnosis ⁽⁴⁸⁾ • Early access to HIV treatment significantly reduces the risk of HIV transmission to an uninfected person ⁽⁴⁾ <p>Work from the South West of England demonstrated that improvements in the rates of partner notification resulted in a reduced cost per chlamydia infection detected.</p>
KEY PRIORITIES, PRESSURES AND STRATEGIC ISSUES	
15.	<p>It is anticipated that the revised specification for the service would deliver scope for better balancing capacity of the new service to achieve the following priorities in the City’s Health Needs Assessment for Sexual Health and Sexual Health Improvement Plan:</p> <ul style="list-style-type: none"> • Improving the City’s sexual health outcomes in relation to the incidence of sexually transmitted infections. • Reducing the incidence of late diagnosis of HIV. • Improving access and availability of contraception and reducing unwanted pregnancies. • Stronger leadership in relation to reducing teenage conceptions and improving outcomes for teenage parents and their children. • Improved links between sexual health services and other commissioned services working with young people and adults at particular risk of poor outcomes, e.g. substance misuse, mental health and public health nursing services. • Improving sexual health and related outcomes for vulnerable groups: <ul style="list-style-type: none"> ○ Children, young people and vulnerable adults through effective partnerships with schools, colleges, health, police and other statutory early help and children and family services. Protecting the vulnerable from risk of infection, unwanted pregnancy, freedom from sexual exploitation, abuse, inappropriate relationships and freedom from female genital mutilation. Improved capacity to support prevention of current and future poor sexual health outcomes through comprehensive sex and relationships education for all children and young people in the city to give them the foundations for

	<p>relationships based upon consent and respect.</p> <ul style="list-style-type: none"> • More effective engagement of communities at significantly increased risk of HIV infection in effective screening programmes that will protect them and others from the poor outcomes associated with late diagnosis of HIV.
	SCOPE OF RECOMMENDED PROCUREMENT
16.	<p>It should be noted that the option of a collaborative procurement with Hampshire and Portsmouth only relates to specialist sexual health contraception and treatment services. It includes routine and specialist contraception, sexual health screening, Genito Urinary Medicine (GUM), sexual health promotion, psycho-sexual counselling (and the termination of pregnancy and vasectomy services commissioned by the CCG if this can be aligned). It does not include contraception and sexual health services commissioned directly from a range of local primary care and local community settings (mainly GP practices and pharmacies). These have been reviewed in 2015 and the Locally Commissioned Services will be going out to tender in early 2016 with the new services to commence on 1 April 2016. The aim of these services is to embed sexual health into existing local provisions and settings that are frequented by local residents.</p>
	PROCUREMENT TIMETABLE
17.	<p>In 2014, ICU commissioners gained exemption from re-tendering Sexual Health Services to give the Council time to review the model, reassess its plans in relation to improving sexual health outcomes and therefore be in a better more informed position to test the market. Exemption was sought and granted for an extension of contract until no later than 31 March 2018 to align with the Hampshire timetable. To implement a new service from 1 April 2017 the City Council will need to serve notice on its existing contract with Solent NHS Trust for Sexual Health services by 31 March 2016. Under a collaborative procurement, commissioners will need to start market engagement in January 2016. The intention is to have identified and appointed a provider to commence services by September 2016. This would provide a six month demobilisation / mobilisation period to allow for the potential complexities and risks of either a change in provider and/or a major change in service delivery model.</p>
18.	<p>To gain best value and the full advantage of the procurement process as part of a strategic commissioning cycle requires significant investment in earlier preparatory activities. Some activities, such as refreshing the health needs assessment for sexual health in Southampton was completed in March 2014. Engagement of strategic commissioning partners such as the CCG, neighbouring commissioners and regional commissioners of specialist sexual health services as well as the engagement of advisory bodies such as Public Health England has been established as part of commissioning best practice. Consultation with service users and partners was undertaken between January and February 2015, and will shape the future service specification. The advert is due to be published in June 2016.</p>
19.	<p>The sexual health procurement project plan, including timetable to deliver a new service for April 2017 is included at Appendix 3. Opportunities to ensure appropriate management overview of the procurement have been built into the project plan and a Memorandum of Understanding (MOU) will be developed to set</p>

	out respective roles and responsibilities and ensure that Southampton has a strong voice in this procurement.																																			
	<p>Table 1: Sexual Health commissioning budgets in scope for procurement (2015-16 values)</p> <table border="1"> <thead> <tr> <th>Service</th> <th>Provider</th> <th>Budget Holder</th> <th>Value (£) 2015-16</th> <th>Contract Type</th> </tr> </thead> <tbody> <tr> <td>Psychosexual counselling</td> <td>Solent NHS Trust</td> <td>SCC (Public Health)</td> <td>£28k</td> <td>Block</td> </tr> <tr> <td>Integrated Open Access Sexual Health Service including Sexual Health Promotion</td> <td>Solent NHS Trust</td> <td>SCC (Public Health)</td> <td>£2,531k</td> <td>Block</td> </tr> <tr> <td>CCG Commissioned Service Termination of Pregnancy</td> <td>Solent NHS Trust</td> <td>SC CCG</td> <td>£709k</td> <td>Block</td> </tr> <tr> <td>CCG Commissioned Vasectomy provision</td> <td>GPSI/ Acute</td> <td>SC CCG</td> <td>£100k</td> <td>Payment by Activity</td> </tr> <tr> <td>L3 GUM spend - Out of Area provision</td> <td>Various</td> <td>SCC (Public Health)</td> <td>£53k</td> <td>Payment by Activity</td> </tr> <tr> <td colspan="3" style="text-align: right;">Total</td> <td>£3,421k</td> <td>Various</td> </tr> </tbody> </table>	Service	Provider	Budget Holder	Value (£) 2015-16	Contract Type	Psychosexual counselling	Solent NHS Trust	SCC (Public Health)	£28k	Block	Integrated Open Access Sexual Health Service including Sexual Health Promotion	Solent NHS Trust	SCC (Public Health)	£2,531k	Block	CCG Commissioned Service Termination of Pregnancy	Solent NHS Trust	SC CCG	£709k	Block	CCG Commissioned Vasectomy provision	GPSI/ Acute	SC CCG	£100k	Payment by Activity	L3 GUM spend - Out of Area provision	Various	SCC (Public Health)	£53k	Payment by Activity	Total			£3,421k	Various
Service	Provider	Budget Holder	Value (£) 2015-16	Contract Type																																
Psychosexual counselling	Solent NHS Trust	SCC (Public Health)	£28k	Block																																
Integrated Open Access Sexual Health Service including Sexual Health Promotion	Solent NHS Trust	SCC (Public Health)	£2,531k	Block																																
CCG Commissioned Service Termination of Pregnancy	Solent NHS Trust	SC CCG	£709k	Block																																
CCG Commissioned Vasectomy provision	GPSI/ Acute	SC CCG	£100k	Payment by Activity																																
L3 GUM spend - Out of Area provision	Various	SCC (Public Health)	£53k	Payment by Activity																																
Total			£3,421k	Various																																
20.	Funding for the new service is within planned City Council budgets for Public Health functions, taking account of anticipated reductions in central government funding and the demand led nature of this service as an open access health service. Commissioners are planning for a service that reflects the need for reproductive and sexual health services to be delivered within a reduced financial envelope in future through a combination of transformation, channel shift, efficiencies and a shift in focus towards prevention. Central Government reductions in its funding for the City Council's spend on this public health function will ensure that these funding pressures are maintained throughout the foreseeable life of the contract.																																			
21.	The Council's £17.19m public health budget allocation from Government was reduced in year by £1.06m in 2015/16, confirmed in December 2015. This reduction against the original public health grant paid to the Council, rises to 8.39% (£1.47m) in 2016/17, 10.89% (£1.91m) in 2017/18, 13.49% (£2.38m) in 2018/19 and 16.09% (£2.85m) by 2019/20. In procuring this service, commissioners are expecting providers to operate a service model that can meet these needs within this reducing envelope over the life of the contract. These will reduce the annual financial value from £2.55m in 2015-16 to approximately £2.10m by 2019-20.																																			
22.	The final cost of the proposed integrated service for Sexual Health services will be subject to the tender submissions as part of the procurement process, but subject to indicative budgets.																																			
25.	FINANCIAL RISKS																																			
RESOURCE IMPLICATIONS																																				
26.	There are several financial risks associated with this procurement. If any manifests itself, there is significant risk to whether value for money will be achieved. These are divided between procurement financial risks and demand management financial risks. They include:																																			

	<p>1. Failure to maintain a collaborative timetable with neighbouring commissioners leading to loss of current benefit of economies of scale. Proposed Mitigation - This risk will be mitigated entirely by agreeing to commission this collaboratively, and being part of a collaborative commissioning procurement project. The only remaining risk then would apply to all partners in the collaboration.</p> <p>2. Failure to maintain a collaborative timetable with CCGs leading to fragmentation of the integrated sexual health pathway, and poorer reproductive and sexual health outcomes for local women. Proposed Mitigation - This risk will be mitigated entirely by agreement of all CCGs to commission this collaboratively to the same timetable. Southampton sexual health commissioners are working with LA and CCG commissioning and procurement partners to minimise this risk, and its impact if it occurs.</p> <p>Further changes in the size, make-up and sexual behaviours of the Southampton population due to wider developments in the number, type and location of housing in the City, the age profiles of new residents and wider developments in the night time economy all have a potential bearing upon demand for sexual health services. Depending upon the tariff mechanism for the service, changes in demand have different financial pressures upon either the commissioning authority or the provider which could destabilise provision. Proposed Mitigation – Commissioners are modelling in relation to both LA and CCG commissioned sexual health activity what would achieve the best value for money. There will still be risk in relation to demand trends, but these will be mitigated to some extent by achieving the most economically favourable price for the services which the collaborative procurement provides the best opportunity for doing, through a stronger focus on prevention which is part of the service specification and through applying the most cost effective payment mechanism. It is likely that an activity and outcome based contract would attract more interest from potential providers, and give more scope for ongoing savings, though it does have its own risks if demand increases. Proposed Mitigation – One advantage of a collaborative procurement is that more providers are interested in the tender opportunity, and having more providers from the offset addresses this risk. If we are part of a collaborative procurement we will almost certainly eliminate this risk. There is not likely to be a significant risk in relation to this for the CCG, as a move to an activity based tariff may well be an attractive option that carries little risk.</p>
--	--

Capital/Revenue

27.	The City Council’s approved existing budget envelope in 2016/17 for providing a Sexual Health service in Southampton is £2.28m after allowing for an 11% cut in funding for this service. The expectation is that this budget envelope could reduce each financial year in order to help offset the increasing Public Health cuts set by Central Government as shown in Table 2 and the re-procurement of this service is anticipated to meet this requirement.												
28.	<p>Table 2: SCC’s reduction in Public Health grant allocations from Central Government</p> <table border="1"> <thead> <tr> <th data-bbox="322 1800 541 1895">Financial Year</th> <th data-bbox="541 1800 791 1895">Public Health Grant Reduction %</th> <th data-bbox="791 1800 1042 1895">Public Health Grant Reduction (£)</th> </tr> </thead> <tbody> <tr> <td data-bbox="322 1895 541 1935">2015/16</td> <td data-bbox="541 1895 791 1935">6.19%</td> <td data-bbox="791 1895 1042 1935">£1,061,600</td> </tr> <tr> <td data-bbox="322 1935 541 1975">2016/17</td> <td data-bbox="541 1935 791 1975">8.39%</td> <td data-bbox="791 1935 1042 1975">£1,472,535</td> </tr> <tr> <td data-bbox="322 1975 541 2020">2017/18</td> <td data-bbox="541 1975 791 2020">10.89%</td> <td data-bbox="791 1975 1042 2020">£1,910,500</td> </tr> </tbody> </table>	Financial Year	Public Health Grant Reduction %	Public Health Grant Reduction (£)	2015/16	6.19%	£1,061,600	2016/17	8.39%	£1,472,535	2017/18	10.89%	£1,910,500
Financial Year	Public Health Grant Reduction %	Public Health Grant Reduction (£)											
2015/16	6.19%	£1,061,600											
2016/17	8.39%	£1,472,535											
2017/18	10.89%	£1,910,500											

	2018/19	13.49%	£2,383,600
	2019/20	16.09%	£2,856,735
29.	In procuring this service, commissioners are expecting providers to operate a service model that can meet these needs within this reducing envelope over the life of the contract. These will reduce the annual financial value from £2.55m in 2015-16 to approximately £2.10m by 2019-20.		
30.	The final cost of the proposed integrated service for Sexual Health services will be subject to the tender submissions as part of the procurement process, but subject to indicative budgets. The Council currently commissions contraception and sexual health services under its statutory responsibility for Public Health. Responsibility for this service transferred to the Council under the Health and Social Care Act 2012.		
<u>Property/Other</u>			
31.	It is not anticipated that these will be significant as the service is not dependent upon premises owned by the Council for its delivery.		
32.	The proposals set out in this decision are consistent with the Human Rights Act 1998, and statutory guidance relating to Public Health functions in respect of the NHS Act 2006.		
LEGAL IMPLICATIONS			
<u>Statutory power to undertake proposals in the report:</u>			
33.	The decision sought is wholly consistent with the Council's Health and Wellbeing Strategy and other policy framework strategies.		
34.	Local Government Acts 1972 to 2000, Localism Act 2011 and National Health Service Act 2006, Health and Social Care Act 2012.		
35.			
36.			

KEY DECISION?	No
WARDS/COMMUNITIES AFFECTED:	All
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Southampton Sexual Health Improvement Plan 2014-17

2.	Southampton Sexual Health Commissioning Intentions 2015-19	
3.	ESIA	
Documents In Members' Rooms		
1.	None	
Equality and Safety Impact Assessment		
Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.		Yes
Privacy Impact Assessment		
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.		No
Other Background Documents available for inspection at:		
Title of Background Paper(s)		Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	Commissioning sexual health, reproductive health and HIV services Public Health England Commissioner Guidance – Updated March 2015	https://www.gov.uk/government/publications/commissioning-sexual-health-reproductive-health-and-hiv-services
2.	A Framework for Sexual Health Improvement in England Public Health England	https://www.gov.uk/government/publications/a-framework-for-sexual-health-improvement-in-england

References
<p>Department of Health, A Framework for Sexual Health Improvement, March 2013. Section 5 P38. References for each of the bullet points above are cited below:</p> <p>1 McGuire A and Hughes D, <i>The economics of family planning services</i>, 1995</p> <p>2 <i>Contraception Atlas</i>, Bayer HealthCare, 2011</p> <p>3 <i>Long-acting reversible contraception: the effective and appropriate use of long-acting reversible contraception (CG30)</i>, National Institute for Health and Clinical Excellence, 2005 88 ‘The Cost-Effectiveness of Early Access to HIV Services and starting cART in the UK’, Beck EJ et al, <i>PLOS ONE</i>; 6(12): e27830</p> <p>4 ‘British HIV Association guidelines for the treatment of HIV-1-positive adults with antiretroviral therapy 2012’, BHIVA Writing Group, <i>HIV Medicine</i> 2012; 13(2): 1–85</p>

This page is intentionally left blank

Summary of sexual health outcomes in Southampton

- Southampton is ranked 43 out of 326 local authorities for acute STI rates (where 1 is highest).
- Chlamydia is the most commonly diagnosed STI, followed by anogenital warts and anogenital herpes. Gonorrhoea and syphilis are the least commonly diagnosed STIs but are important because they disproportionately affect Men who have Sex with Men (MSM).
- In 2013-14, the chlamydia diagnosis rate in Southampton was significantly below the recommended rate of 2,300 per 100,000.
- HIV prevalence in Southampton is increasing, with the rate now standing at 1.95 per 1,000 residents aged 15 – 59. This is just below the threshold of 2.0 per 1,000, above which national guidance recommends increasing HIV testing.
- Late diagnosis of HIV is below the national average, but even so, almost half of diagnoses in Southampton are 'late', leading to poorer outcomes for those patients and higher risk of onward infection.
- Under 18 conception rates are falling in Southampton, but the city still has a significantly higher rate than both the South East and England.
- The proportion of conceptions leading to abortion in under 18s (41%) is lower in Southampton than the South East and England.

Introduction

In April 2013 Local authorities became responsible for commissioning the provision of most sexual health services in their areas, with the Clinical Commissioning Group (CCG) and NHS England also responsible for some aspects. These new responsibilities have brought an opportunity to review the current status of sexual health in Southampton, and agree future priorities.

This plan builds on previous strategic improvement plans for sexual health and teenage pregnancy in Southampton and identifies the priorities for the next three years to inform future commissioning plans. The implementation of this plan will be overseen by the Southampton Sexual Health Strategic Group which reports to the Health and Wellbeing Board. The sexual health improvement plan underpins a collaborative approach to achieving the city's vision of a sexually healthy population.

Importance of sexual health

Sexually transmitted infections (STIs), unwanted pregnancies and sexual violence and exploitation are important public health issues which can have a significant impact on physical and mental health, as well as wider social consequences.

There are important inequalities in sexual health with some groups experiencing disproportionately worse sexual health. Men who have sex with men and some black and ethnic minority groups are at considerably higher risk of sexually transmitted infections (STIs), including HIV, than other groups. And importantly for Southampton, which is one of the most deprived areas in the South East, there are clear links between deprivation and rates of teenage pregnancy and STIs.

Due in part to its thriving Higher Education sector, Southampton has a disproportionately large young population. While it is important to recognise that all people may be sexually active from teenage years throughout their lives, young people and young adults are at higher risk of acquiring STIs compared to adults in other age groups. Individuals in the 16 – 24 age group are more likely to have had two or more sexual partners in the last year, and more likely to have had at least two sexual partners with whom no condom was used in the past year compared to older groups.

National context

In March 2013, a Framework for Sexual Health Improvement in England was published by the Department of Health. This framework sets out the need for a continued focus on sexual health across the life course and identifies four priority areas for improvement:

1. Sexually transmitted infections (STIs)
2. HIV
3. Contraception and unwanted pregnancy
4. Preventing teenage pregnancy

The national Public Health Outcomes Framework (PHOF) contains three indicators specific to sexual health, highlighting the need to continue and sustain efforts in these areas:

1. Chlamydia diagnostic rate in 15 – 24 year olds
2. People presenting with HIV at a late stage of infection
3. Under 18 conceptions

Local priorities

Five priorities for action have been identified through a sexual health needs assessment and feedback from stakeholders:

1. Improving the detection and treatment of sexually transmitted infections
2. Improving outcomes for people with and at risk of HIV
3. Improving the accessibility and take-up of effective contraception among adults
4. Improving sexual health outcomes for children and young people
5. Improving sexual health prevention and protection for adults at most risk of poor outcomes

Local Strategic intent

Our intent is to provide a system wide open-access sexual health service across the life-course. Emphasis will be placed on sex and relationship education, promoting sexual health and preventing unplanned pregnancies and re-infection of sexually transmitted diseases. Service provision will follow the 'right care, right place, right time' approach. Risk stratification will be an important element to ensure that people receive the management they require on the basis of their need. Those individuals at highest risk of sexual ill-health and vulnerability to exploitation will be prioritised. Community based provision will be more appropriate for those individuals with lower level needs.

To achieve this the Local Authority will review sexual health services within the City during 2014-15, with a view to recommissioning a mix of services that will better meet the needs of the City's

population from April 2016 from Level 3 service providers, GPs, community pharmacies and other service providers.

1. Delivery plan (year 1)

Aim	Action	Success measure
Priority 1: Improving the detection and treatment of sexually transmitted infections		
Reduce the rate of sexually transmitted infections in all age groups	Review condom distribution scheme and assess current distribution against need	Clear plan in place for condom provision and distribution in place by September 2014
	Undertake strategic review of chlamydia screening programme	Strategic plan in place to guide operational chlamydia diagnostic plan by September 2014
	Continue promotion of STI testing outside specialist sexual health services	Increase in number of STI tests carried out in locations outside specialist sexual health services
	Use BME needs assessment conducted recently by Solent NHS Trust to assess specific needs relating to Southampton's changing ethnic profile, particularly 'white other' category. [If BME needs assessment does not provide this information, conduct one-off mini needs assessment.]	Better understanding of implications of increasingly diverse ethnic population and actions identified by September 2014
	Develop joint SCC/Solent NHS Trust communications plan for sexual health	Communications plan developed by June 2014
Priority 2: Improving outcomes for people with and at risk of HIV		
Reduce the proportion of late HIV diagnoses and reduce the onward transmission in HIV	Work in collaboration with the two practices signed up to the HIV LCS to increase HIV testing in Black African and Black Caribbean residents	Increase in HIV tests offered and taken up by target population by March 2015
	Develop a strategic plan for increased HIV testing in primary care and hospital admissions to proactively address HIV prevalence approaching threshold of 2 per 1,000	Plan in place by September 2014
	Promote HIV awareness and testing among GPs at a dedicated Target day	Increased HIV testing carried out in primary care by March 2015
	Plan and deliver awareness campaigns for national HIV testing week and World AIDS day	Campaigns planned by September 2014 and delivered as part of the joint SCC/Solent sexual health communications plan
Priority 3: Improving the accessibility and take-up of effective contraception		

among adults		
Reduce unwanted pregnancy among women of all ages	Work with GP practices signed up to the LCS to increase the number of LARC prescriptions	Increase in number of LARC prescriptions in primary care by March 2015
	Ensure that women registered with GP practices which do not provide LARC have easy access to LARC through other GP practices or sexual health services	Increase in number of LARC prescriptions in primary care by March 2015
	Continue to provide EHC through the pharmacy LCS, ensuring that condom provision and chlamydia testing are integrated into the consultation	Increase in the number of condoms and chlamydia tests provided as part of EHC consultations by March 2015
	Late abortions?	
Priority 4: Improving sexual health outcomes for children and young people		
Continue to reduce the rate of under 16 and under 18 conceptions	Undertake a mapping exercise to identify distribution of sexual health support in secondary schools, provided through SRE, school nurses and voluntary organisations	Gaps in school-based sexual health education and support identified by December 2014 and plan put in place to address the gaps
	Ensure that young people in schools and colleges have access to information about contraception services	
	Develop a city-wide policy setting out minimum standards for SRE programmes in school	Majority of schools signed up to SRE policy by March 2015
	Annual attendance of public health sexual lead at secondary head teachers' meeting to share under 16 conception data	Each school aware of conception data, leading to better understanding of risk factors and potential for early intervention. First attendance by June 2014.
	Provide annual training in age-appropriate, evidence-based SRE for staff working with children and young people.	Training session delivered by March 2015
	Provide SRE training for foster carers	Training session delivered by March 2015
	Develop formal relationship between SCC/CCG and the primary and secondary PSHE groups	Attendance of public health sexual lead at PSHE groups
	Establish links between sexual health agenda and Headstart which aims to develop self esteem, personal choice and resilience in relation to mental and emotional health and wellbeing.	Sustained reduction in teenage pregnancy rates included as an explicit objective of the Headstart programme
Provide support to teenage parents and prevent cyclical teenage pregnancy	Family Nurse Partnership engaged in Sexual Health Strategic Group	Annual report to Sexual Health Strategic Group from Family Nurse Partnership

Priority 5: Improving sexual health prevention and protection for adults at most risk of poor outcomes		
To identify young people at increased risk of poor sexual health and provide targeted support.	Link with the Local Safeguarding Children Board sexual exploitation group and identify any actions that can be led by sexual health strategic group	Actions identified for sexual health strategic group in relation to sexual exploitation by September 2014
	Identify needs of young people with learning disabilities and their parents in relation to sexual health and determine actions to address these	Plan in place to support people with learning disabilities to understand sexuality and sexual health by March 2015
	Review sexual health promotion activity with MSM and identify any gaps	Comprehensive, evidence-based sexual health promotion available to all MSM by March 2015
	Review sexual health needs of children in need/children looked after and include sexual health as part of health check	Sexual health included as part of health check for children in need and children looked after by March 2015
	Develop data collection system to ensure that sexual health strategic group has access to sexual assault data from Solent NHS Trust, police and other agencies which collect relevant data	PH information team has access to multi-source data on sexual assaults by September 2014

Appendix 2 - Commissioning Intentions 2015 – 2019

Sexual and Reproductive Health Services

Southampton City Council and Southampton City CCG

Executive Summary

The commissioning intentions in this document set out Southampton's aspirations for shaping service that help it to achieve its priorities for sexual health improvement affordably. Southampton's sexual health priorities include improving:

- The detection and treatment of sexually transmitted infections.
- Outcomes for people living with and/or at risk of HIV infection.
- The accessibility and take-up of effective contraception among adults.
- Sexual and reproductive health outcomes for children and young people.
- Sexual health prevention and protection for adults most at risk of poor outcomes.

The commissioning intentions in this document are consistent with the key priorities for both the City Council and the Clinical Commissioning Group (CCG). In relation to the City Council, these commissioning intentions relate particularly to prevention and early intervention, protecting vulnerable people and a sustainable council. In relation to the CCG, the key links are to shifting the balance, improving productivity, making outcomes fairer and sustainability.

Level 3 - Specialist Contraception, Sexual Health and GUM Services

1. Southampton City Council and Southampton CCG commissioners intend to work collaboratively with neighbouring local authorities and CCGs to jointly procure an integrated sexual and reproductive health service starting no later than April 2018. This will follow a period of collaborative transformation with the existing provider with a view to achieving economies of scale and maximum value for money.
 - a) As part of the above tender, Southampton City CCG will also consider the inclusion of Vasectomy Services in addition to termination of pregnancy which is already included.
2. In the interim period, Southampton City Council and Southampton CCG intend to work with the existing provider of the integrated Level 3 service to deliver a transformation programme with the following 6 local priorities:
 - a) **Contraception** - Improving access to, and the uptake of contraception, particularly Long Acting Reversible Contraception (LARC) among women, and condom use among young men.
 - b) **Low Risk Pathway redesign** – improving access to appropriately risk assessed sexual health screening for STIs for patients who don't need a full STI screen. This will include implementing STI self-sampling for asymptomatic low risk residents and signposting more low risk activity to Level 1 and 2 services.
 - c) **High Risk Pathway redesign** – improving the clarity of the patient pathways that secure additional sexual health promotion and behaviour change input for patients repeatedly presenting to sexual health services for treatment or screening following exposure to risk.
 - d) **Digitalisation** – improving use of digital technology in delivering access to information, advice and guidance to support self-service, access to home STI testing/screening, and access to appointment based clinics with online booking.

- e) **Preventative Integration** – developing much greater levels of sexual health awareness among other public services working with people more vulnerable to poor social, economic and wellbeing, including in relation to sexual and reproductive health outcomes. We would like to see this engender greater confidence in these wider services, leading to a change in the pattern of use of sexual health services by more vulnerable young people and adults that will lead to better prevention of poor reproductive and sexual health outcomes.
- f) **Affordable and sustainable services** - Achieving efficiencies through the above changes which reduce the cost of the service, and lead to overall savings across all spend on sexual and reproductive health.

Level 2 – Primary Care (GP and Pharmacy based) Services

3. Southampton City Council will be re-procuring Level 2 services during 2015/16 for a new contractual framework from 1 April 2016. In particular, it will seek to encourage:
 - a) An evidence led extension of Chlamydia screening programmes to other venues used by groups of young people more likely to be at risk of infection from Chlamydia.
 - b) Continued development and encouragement of the primary care marketplace for the ongoing growth and development of providers able and willing to offer LARC, particularly in relation to providers willing to offer shared care, i.e. access for any resident regardless of which practice they are registered with to provide improved access for patients registered with practices that do not offer LARC services.
 - c) Facilitating improved access to contraception through participation in condom distribution schemes to improve protection for young people and other at risk groups of poor outcomes in respect of reproductive and wider sexual health.
 - d) Encouraging improved take-up of primary care services by young people through promoting progress towards “You’re Welcome” customer care standards across all Level 2 settings.

4. During 2015/16 Commissioners will also be looking to significantly increase take up of HIV screening in Southampton, particularly among communities at high risk of exposure through:
 - a) Further exploring the scope for extending the normalisation of HIV testing by adding the option of an HIV screen to other health screening programmes being offered to at risk groups; e.g. NHS Health Checks for some patients.
 - b) Developing a range of options to extend our local HIV screening across specialist, acute, primary care, community based and digital settings
 - c) Commissioning an online HIV screening service for those that want or need it. This will be achieved either through a collaborative procurement being facilitated nationally by Public Health England or an alternative route offering equivalent or better value for money.

Level 1 Community based Prevention and Early Intervention Services

5. The current commissioning intention is to ensure that as part of our scoping for a Behaviour Change Service (likely to be procured during 2016-17) we create appropriate capacity for effective interventions around sexual and reproductive health. This will complement our plans for ensuring the capacity for improved links between a more specialist health promotion function within the specialist service for leading the wider system to ensure a collective, cohesive approach across the council, schools, colleges, public health nursing, primary care and community settings.

6. We will review community based services from existing providers working with populations more vulnerable to poor reproductive and sexual health outcomes as a result of age, disability or learning difficulty, sexual orientation, gender identity, domestic abuse, neglect, exploitation, mental health, substance misuse or economic circumstance. We intend to explore opportunities through these existing providers to add value at low cost to the collective reach of public services into engaging more vulnerable communities into reproductive and sexual health services so they benefit from good reproductive and sexual health.

Overall, these commissioning intentions are intended to achieve a better fit with Southampton's aspiration to be a city of opportunity for all of its communities; where the risk of poor outcomes is managed and minimised through joined up services that work together to help individuals and families build their own capacity to succeed, and poor outcomes are prevented through effective screening, protection and early intervention. We would like to move towards commissioning services in a more integrated ways that:

- Supports all sexually active people in having effective and informed control of reproductive health, with access to services that screen and protect from infection through effective education.
- Offers better protection for individuals from relationships that are non-consensual, unequal, exploitative or abusive or otherwise harmful and damaging to their health and well-being, and significant reductions in outcomes like teenage conceptions.
- Build capacity and resilience in our children, young people and families and communities to sustain higher aspirations, self-esteem and protection from existing levels of inequality in health and wellbeing

We anticipate that this will have wider social and economic wellbeing benefits to these populations, and in the management of future demand for health and social care services.

Procurement - overview of next steps and timeline

During 2015-16, Commissioners across Southampton, Hampshire and Portsmouth are working toward procuring a new specialist service from April 2017. This will allow for transformation of existing services to better meet the different reproductive and sexual health needs of communities across the areas. Arrangements for the development of the marketplace for provision of sexual and reproductive health services in primary care and community service settings, and via online/remote testing pathways will be simpler to commission. A framework for commissioning these services should be in place by April 2016 following consultation with potential partners and providers during 2015.

There is an expectation that this will also deliver tangible benefits to the Council in the meantime as a result of the transformation effort and its effect upon demand for services and associated spend. Delaying procurement will also facilitate development of the future market, whilst working with the existing provider to address immediate pressures upon and priorities relating to development and improvement as well as exploring efficiencies in the service delivery model through channel shift.

Timetable for remodelling services

On the basis of the six work streams identified above, the remodelling, and testing of the effectiveness of new service models and pathways would be likely to be shaped during the

Summer of 2015, with new pathways developed and tested up to approximately February 2016. Evaluation of the outcome of different approaches would take place alongside transformation, though evidence of how some are working will be evident earlier. This would lead to new Service specifications being developed by April 2016 with a formal procurement likely to start during the Summer of 2016. Remodelling will be developed in collaboration with commissioners in neighbouring areas. We envisage an extensive period of market engagement / warming activity for a jointly procured service to start during 2016.

Proposed procurement timetable

Following the remodelling exercise above, our intention would be to reinstate our original intention to procure a remodelled but integrated sexual health service as part of a collaborative procurement with Hampshire County Council, Portsmouth City Council and the Southampton and Hampshire CCGs for a new County-wide integrated sexual health service to start in April 2017. As Southampton would like to be part of a collaborative procurement to secure the value for money and clinical care advantages this would bring, there is some scope for the procurement timetable to be brought forward if this meets the collective interest of our commissioning partners following evaluation of some of the service transformation concepts explored.

Any revised framework for sexual and reproductive health services provided through primary and community settings should be in place from April 2016, with continued market development in line with wider commissioning priorities and intentions for the specialist integrated service.



Appendix 3 - Equality and Safety Impact Assessment

Appendix 3

The **public sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be more efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people’s needs. The Council’s Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with section 17 of the Crime and Disorder Act and will enable the council to better understand the potential impact of the budget proposals and consider mitigating action.

<p>Name or Brief Description of Proposal</p>	<p><u>Delegated authority to procure an integrated reproductive and sexual health service with neighbouring CCGs and local authorities for Southampton</u></p>
<p>Brief Service Profile (including number of customers)</p>	<p><u>This proposal relates not to a service, but to an approach to future procurement of a service to achieve the best balance of service capacity, resilience, clinical quality, accessibility and patient choice.</u></p> <p><u>In terms of the use of current level 3 Sexual Health services by Southampton residents there are approximately 30,000 attendances/contacts per year. The majority relate to attendances for family planning (45%) and GUM/STI services (58%), with smaller proportions for terminations of pregnancy (5%) and psychosexual counselling (2%). Some attendances will be for repeat users of these services, particularly for GUM/STI services. Where possible, family planning contacts will be recommended a Long Acting Reversible Contraceptive treatment which will typically last 3-5 years.</u></p>
<p>Summary of Impact and Issues</p>	<p><u>Overall, exploring collaborative options for the procurement of this service would provide the best scope for maintaining an integrated model of service (already in</u></p>

	<u>place) and therefore would not of itself constitute a change that should have a specific impact negative impact. Deciding not to procure the service collaboratively would risk undermining the integrated pathways that already exist across CCG and SCC commissioned services.</u>
Potential Positive Impacts	<u>The impact of following a collaborative approach to the procurement of an integrated model would be minimal, as it would maintain the advantages of the model of service delivery already on offer in the City.</u>
Responsible Service Manager	<u>Tim Davis</u>
Date	<u>January 2016</u>

Approved by Senior Manager	<u>Debbie Chase</u>
Signature	
Date	<u>January 2016</u>

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	None anticipated if integrated service model is maintained through collaborative procurement.	If collaborative procurement of integrated sexual health service is agreed none is needed.
Disability	None anticipated if integrated service model is maintained through collaborative procurement.	If collaborative procurement of integrated sexual health service is agreed none is needed.
Gender Reassignment	None anticipated if integrated service model is maintained through collaborative procurement.	If collaborative procurement of integrated sexual health service is agreed none is needed.
Marriage and Civil Partnership	None anticipated if integrated service model is maintained through collaborative procurement.	If collaborative procurement of integrated sexual health service is agreed none is needed.
Pregnancy	None anticipated if integrated	If collaborative

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
and Maternity	service model is maintained through collaborative procurement.	procurement of integrated sexual health service is agreed none is needed.
Race	None anticipated if integrated service model is maintained through collaborative procurement.	If collaborative procurement of integrated sexual health service is agreed none is needed.
Religion or Belief	None anticipated if integrated service model is maintained through collaborative procurement.	If collaborative procurement of integrated sexual health service is agreed none is needed.
Sex	None anticipated if integrated service model is maintained through collaborative procurement.	If collaborative procurement of integrated sexual health service is agreed none is needed.
Sexual Orientation	None anticipated if integrated service model is maintained through collaborative procurement.	If collaborative procurement of integrated sexual health service is agreed none is needed.
Community Safety	None anticipated if integrated service model is maintained through collaborative procurement.	If collaborative procurement of integrated sexual health service is agreed none is needed.
Poverty	None anticipated if integrated service model is maintained through collaborative procurement.	If collaborative procurement of integrated sexual health service is agreed none is needed.
Other Significant Impacts	None anticipated if integrated service model is maintained through collaborative procurement.	If collaborative procurement of integrated sexual health service is agreed none is needed.

This page is intentionally left blank

DECISION-MAKER:	COUNCIL		
SUBJECT:	PAY POLICY 2016 -2017		
DATE OF DECISION:	16 MARCH 2016		
REPORT OF:	CHIEF EXECUTIVE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Janet King	Tel: 023 8083 2378
	E-mail:	Janet.king@southampton.gov.uk	
	Name:	Dawn Baxendale	Tel: 023 8083 2371
	E-mail:	Dawn.baxendale@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY
None

BRIEF SUMMARY

The purpose of this report is to approve the Pay Policy for 2016-2017. The proposals affect all employees of the Council (approx. 3400 including schools based support staff) with the exception of: Teachers; support staff in Voluntary Aided (VA)/Trust and Academy schools; Modern Apprentices (separate pay framework); Non SCC employees who work for the Council (No Limits; St.James'; Women's Aid; NHS (including Public Health staff who transferred under COSOP (Transfer of Undertakings (TUPE) equivalent) and have retained NHS pay).

RECOMMENDATIONS:

- (i) To consider this report and confirm the Pay Policy statement for 2016-2017
- (ii) To note the June 2015 implementation of a Living Wage as the minimum hourly rate for NJC evaluated posts.
- (iii) To agree the application of the full Chief Officer pay scale aligned to the revised Operating Model (application of CO5 grade and differentiated CO1A grade)

REASONS FOR REPORT

1 Purpose

This Pay Policy Statement ("Pay Statement") is provided in accordance with the Localism Act 2011 ("Localism Act") and has to be updated prior to the commencement of each subsequent financial year.

2

This Pay Statement sets out Southampton City Council's pay policies relating to its workforce (excluding schools) for the financial year 2016 - 2017, including the remuneration of its Chief Officers, lowest paid employees and the relationship between its Chief Officers and that of its employees who are not Chief Officers.

Definitions

3 For the purpose of this Pay Statement the following definitions apply:

- **“Pay”** in addition to base salary includes charges, fees, allowances, benefits in kind, increases in/enhancements to pension entitlements and termination payments.
- **“Chief Officers”** refers to the following roles within the Council:

Statutory Chief Officers roles are:

- a) Chief Executive, as Head of Paid Service
- b) Service Director – Legal & Governance (Monitoring Officer)
- c) Service Director – Children & Families (DCS)
- d) Service Director – Adults, Housing & Communities (DASS)
- e) Service Director – Finance and Commercialisation (Chief Financial Officer, as Section 151 Officer)
- f) Director of Public Health

Non Statutory Chief Officers roles are

- i) Director, Transformation Implementation
- ii) Chief Strategy Officer
- iii) Chief Operations Officer
- iv) Service Director - Transactions & Universal Services
- v) Service Director – Growth
- vi) Service Director – Business Operations
- vii) Service Director – Commissioning (tbc)
- viii) Service Director – Intelligence & Policy

Deputy Chief Officers are:

- a) Those roles that report directly to/or are accountable to a statutory or non-statutory Chief Officer in respect of all or most of their duties
 - **“Lowest paid employees”** refers to those employees paid within Grade 1 of the Council’s mainstream pay structure. This definition has been adopted because Grade 1 is the lowest grade on the Council’s mainstream pay structure and these posts have been as assessed through the NJC Job Evaluation Scheme as having the least amount of complexity and responsibility.
 - **“Employee who is not a Chief Officer”** refers to all employees who are not covered under the “Chief Officer” group above. This includes the “lowest paid employees”. i.e. employees on Grade 1.

Pay Framework and remuneration levels

General approach

- 4 The pay structure and pay scales have been designed to enable the Council to recruit and retain suitably qualified employees at all levels dedicated to fulfilling its corporate objectives and delivering services to the public whilst operating within an acceptable financial framework. With a diverse workforce the Council recognises that the Pay Policy needs to retain sufficient flexibility to cope with a variety of circumstances that may arise that might necessitate the use of market supplements or other such mechanisms for individual categories of posts where appropriate. The decision to apply a market premium will be approved by the Chief Executive based on advice from the HR Service Lead

Responsibility for decisions on pay structures

- 5 It is essential for good governance that decisions on pay are made in an open and accountable manner. The Council's locally determined pay structures are based on the outcome of recognised job evaluation schemes (Hay and National Joint Council (NJC)). This is in line with the national requirement for all Local Authorities to review their pay and grading frameworks to ensure fair and consistent practice for different groups of workers with the same employer and to comply with employment legislation as well as the economic climate locally. The current mainstream pay structure was implemented in June 2015 under the Pay & Allowances Framework collective agreement. The pay structure for Chief Officers and Service Leads (deputy chief officers) is determined separately and pay rates are allocated through the Hay Job evaluation process .

Pay scales and grading framework

- 6 All employees below the level of Chief Executive, Chief Officers and some Service Leads (deputy chief officers) are within the SCC Pay Scale (with the exception of teachers).
- 7 The SCC main pay scale consists of 62 pay spine points within 13 grades with grade 1 being the lowest and grade 13 the highest. Each employee will be on one of the 13 grades based on their job evaluated role. Each grade contains several spinal column points (SCP) to allow for incremental advancement within the grade. As part of the Pay & Allowances Framework each grade in the SCC Pay Scale has been reduced in length to a maximum of 8 SCP with effect from 1 June 2015. To reduce or eliminate grade overlap, one more point will be removed from the bottom of grades 5 to 13 in April 2016 and the same again in April 2017, to leave a maximum of 6 SCP in each grade.
- 8 The Council has committed to ensuring that all employees receive a rate of pay at least equal to a Living Wage (in line with the Living Wage Foundation review and recommendations) and currently applies an additional payment to employees on the lowest SCP which fall below the Living Wage (currently SCP 6-10 on the basis of national pay agreements). This has had the effect of increasing annual salaries for the lowest paid Council employees
- 9 The Chief Executive and Chief Officers pay grades reflect similar principles

as the main SCC pay structure. It is proposed to reflect the full range of pay points on the SMG Pay Rate structure from 1st April 2016 and reapply pay points pay points 70-73 (CO5) and CO1A (pay points 103-104) to provide a more open and differentiated approach to the Council's new operating model at senior levels and the requirement for increased spans of control and responsibility across services

- 10 Details of the Chief Officer pay scales (Appendix 1) and the Council's mainstream pay structure (Appendix 2) are appended to this Statement and are published on the Council's website.
- 11 Pay awards are considered annually for all employees but are subject to restrictions imposed nationally by the Government and/or negotiated locally. The outcome of national consultations by the Local Government Association in negotiation with the Trade Unions in relation to the settlement of the annual pay award is normally applied. If there is an occasion where to do so would distort the local pay structures alternative proposals are developed, discussed with the trade unions and brought to Elected Members for formal approval. Employees on the SCC Pay Scale received a 2.2% pay award from 1 January 2015. An inflationary pay award to the Chief Executive and Chief Officers of 2% was agreed in January 2015 for employees earning under £100,000. This covers the period 1st January 2015 to 31st March 2016.

Remuneration – level and element

12 Salaries

“Chief Officers” are identified at 3 above. They are all paid within the Council's pay structures as follows:

- a. Chief Executive, as Head of Paid Service will be paid a salary within the grade range £145,350 to £172,618.
- b. Statutory and Non-Statutory Chief Officers and Service Leads (deputy chief officers) will be paid a salary within the grade range £61,148 to £140,436 according to post rating under the Hay scheme (CO5 to CO1A).

Details of Chief Officer and Heads of Service remuneration have been published since 2010 on the Council's website.

13 Bonuses and Performance related pay

There is no provision for bonus payments or performance related pay awards to any level of employee. There is, however, an honorarium provision for an accelerated increment which may be awarded where an employee performs duties outside the scope of their post over an extended period or where there are short term additional duties and responsibilities. All such payments/increments are subject to approval by a Service Director and an HR Service Lead.

14 Other pay elements

The pay structure for Chief Officers takes account of the clearly defined additional responsibilities in respect of the Section 151 and Monitoring Officer roles.

15 Charges, fees or allowances

Allowances or other payments, for example linked to irregular or unsocial hours working, standby, etc. may be made to employees, below Chief Officer pay grade in connection with their role or the pattern of hours they work in accordance with National or local collective agreements.

- 16 The Council implemented a revised allowances framework from 1 June 2015, to achieve transparency and consistency across all employees.
- 17 The Council recognises that some employees incur necessary expenditure in carrying out their responsibilities, for example travel, parking and subsistence costs. Reimbursement for reasonable expenses incurred on Council business are paid in accordance with the Council's collective agreement and List of Rates and subsequent amendments to these.
- 18 The Council's Returning Officer for elections and the Deputy Returning Officers receive a fee payable according to a scale of costs, charges and expenses set by the Hampshire and Isle of Wight Election Fees Working Party and allowed under the Local Government Act 1972. This fee is for the performance of election duties in respect of local (Council) elections. (The scale is published on the Council's website.)
- 19 **Benefits in kind**
- The Council is very conscious of the requirement to demonstrate that employees are paid fairly and in supporting this key principle has removed all benefits in kind from its Pay and Reward structure and introduced a standard Allowance framework.
- 20 **Pension**
- All employees as a result of their employment are eligible to join the Local Government Pension Scheme (LGPS). There will be no increases or enhancement to pension entitlements. The Public Health employees come under the NHS pension scheme – there are no increases or enhances to this scheme.
- 21 **Severance payments**
- The Council publishes its policy on discretionary payments on early termination of employment and flexible retirement as well as publishing its policy on increasing an employee's total pension membership and on awarding additional pension. These policies cover all levels of employee and are applied in support of efficient organisational change and transformation linked to the need for efficiencies and expenditure reduction. Details of the Council's policies are attached as Appendix 3.
- 22 It is anticipated that the government will implement the Repayment of Public Sector Exit Payment Regulations from 1st April 2016. The Regulations will introduce new measures to allow public sector exit payments to be recouped where high earning individuals are re-employed within the public sector within 12 months. Final details have yet to be published, however the Council will ensure that appropriate policies and procedures are introduced to advise employees of the recovery rules and to take action to recover exit payments where the Regulations require it.
- 23 The Council will retain the flexibility to respond to unforeseen/exceptional circumstances as regards re-employing former local government and other

public sector employees. If the Council were to re-employ a previous local government/public sector employee who had received a redundancy or severance package on leaving, or who was in receipt of a pension covered by the Redundancy payments (Continuity of Employment in Local Government Modification order 1999, known as the Modification Order) (with the same or another authority); then the Council's policy is to ensure that the rules of the Modification Order and the anticipated Repayment of Public Sector Exit Payment Regulations are applied. In addition the council will ensure that an open and fair selection process has taken place before any appointment is confirmed. The same principle would be applied to such a person if they were to be engaged by the Council on a "contract for services" basis.

24 New starters joining the Council

Employees new to the Council will normally be appointed to the first point of the salary scale for their grade. Where the candidate's current employment package would make the first point of the salary scale unattractive (and can be demonstrated by the applicant in relation to current earnings) or where the employee already operates at a level commensurate with a higher salary, a different starting salary point within the grade may be considered by the recruiting manager. The candidate's level of skill and experience should be consistent with that of other employees in a similar position on the salary scale within the grade.

25 Use of consultants, contractors and interim or temporary staff

The Council always seeks to fulfil of its obligation to secure value for money in the employment of its own staff and those who carry our work on its behalf. Employees will be employed directly by the Council in most circumstances; where particular circumstances deem it necessary, people may be employed through personal service companies, external agencies or the internal Temporary Employment Agency (TEA). When this situation arises the Council will give detailed consideration to the benefit of doing so and will ensure value for money is achieved. Such arrangements will require prior approval by the Chief Strategy Officer or Chief Operations Officer after consultation with the HR Service Lead and Chief Financial Officer

26 Relationship between remuneration of "Chief Officers" and "employees who are not Chief Officers".

This relates to the ratio of the Council's highest paid employee (falling within the definition of "Chief Officers") and the median average earnings across the whole workforce as a pay multiple. By definition, the Council's highest paid employee is the Chief Executive.

The median average pay has been calculated on all taxable earnings for the financial year 2015 - 2016, which includes basic salary and any contractual allowances/payments.

Highest paid employee	£166,786
------------------------------	-----------------

Median FTE salary	£25,440
Ratio	6.6:1

The median salary was calculated on 27th November 2015 using pay data for all permanently employed staff

RESOURCE IMPLICATIONS

Capital/Revenue

27 None

Property/Other

28 None

LEGAL IMPLICATIONS

28 The publication of an annual Pay Policy is required under the Localism Act 2011

Other Legal Implications:

29 None

POLICY FRAMEWORK IMPLICATIONS

30 None

KEY DECISION n/a

WARDS/COMMUNITIES AFFECTED:	none
------------------------------------	------

SUPPORTING DOCUMENTATION

Appendices

1.	SMG Pay Rates: Chief Officer Pay Structure
2.	SCC Main Pay scale (with Living Wage adjustment)
3.	Policies: Severance Payments

Documents In Members' Rooms

1.	None
----	------

Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	No
--	-----------

Privacy Impact Assessment

Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.	No
--	----

This page is intentionally left blank

Agenda Item 11

SCC Pay Scale with effect from 1 June 2015

Appendix 1

Annual Living Wage payment £	Annual Salary April 2015 £	Monthly £	37 Hourly	S.C.P.	GRADES			
1,278.93	13,866	1,262.08	£	6	1			
1,177.93	13,967	1,262.08	7.8500	7	1			
1,021.93	14,123	1,262.08	7.8500	8		2		
817.93	14,327	1,262.08	7.8500	9		2		
554.93	14,590	1,262.08	7.8500	10			3	4
	15,466	1,288.83	8.0164	11			3	4
	15,782	1,315.17	8.1802	12			3	4
	16,200	1,350.00	8.3969	13			3	4
	16,490	1,374.17	8.5472	14	5			4
	16,829	1,402.42	8.7229	15	5			4
	17,228	1,435.67	8.9297	16	5			4
	17,631	1,469.25	9.1386	17	5			4
	17,972	1,497.67	9.3153	18	5	6		
	18,634	1,552.83	9.6585	19	5	6		
	19,306	1,608.83	10.0068	20	5	6		
	20,001	1,666.75	10.3670	21	5	6		
	20,512	1,709.33	10.6319	22		6		
	21,106	1,758.83	10.9398	23		6		
	21,788	1,815.67	11.2933	24		6	7	
	22,212	1,851.00	11.5130	25		6	7	
	22,937	1,911.42	11.8888	26			7	
	23,698	1,974.83	12.2833	27			7	
	24,472	2,039.33	12.6845	28			7	
	25,440	2,120.00	13.1862	29			7	8
	26,293	2,191.08	13.6283	30			7	8
	27,123	2,260.25	14.0585	31			7	8
	27,924	2,327.00	14.4737	32				8
	28,746	2,395.50	14.8998	33				8
	29,558	2,463.17	15.3207	34	9			8
	30,178	2,514.83	15.6420	35	9			8
	30,978	2,581.50	16.0567	36	9			8
	31,846	2,653.83	16.5066	37	9			
	32,778	2,731.50	16.9897	38	9			
	33,857	2,821.42	17.5489	39	9	10		
	34,746	2,895.50	18.0097	40	9	10		
	35,662	2,971.83	18.4845	41	9	10		
	36,571	3,047.58	18.9557	42		10		
	37,483	3,123.58	19.4284	43		10		
	38,405	3,200.42	19.9063	44		10		
	39,267	3,272.25	20.3531	45		10		
	40,217	3,351.42	20.8455	46		10	11	
	41,140	3,428.33	21.3239	47			11	
	42,053	3,504.42	21.7971	48			11	
	42,957	3,579.75	22.2657	49			11	
	43,809	3,650.75	22.7073	50			11	12
	44,718	3,726.50	23.1785	51			11	12
	45,634	3,802.83	23.6532	52			11	12
	46,545	3,878.75	24.1254	53			11	12
	47,464	3,955.33	24.6018	54				12
	49,147	4,095.58	25.4741	55	13			12
	50,548	4,212.33	26.2003	56	13			12
	51,758	4,313.17	26.8275	57	13			12
	53,020	4,418.33	27.4816	58	13			
	54,292	4,524.33	28.1409	59	13			
	55,763	4,646.92	28.9034	60	13			
	57,271	4,772.58	29.6850	61	13			
	58,822	4,901.83	30.4889	62	13			

This page is intentionally left blank

This page is intentionally left blank



DISCRETIONARY SEVERANCE & PENSIONS ARRANGEMENTS POLICY

Date of Issue:	August 2014
Equality Impact Assessment:	August 2014
Next Review:	August 2017
Policy Family	TBC

<u>Contents</u>	<u>Page No.</u>
1. Policy statement	3
2. Purpose	3
3. This applies to	3
4. Roles and responsibilities	3
5. Discretionary Powers – Severance	3
5.1 Redundancy Pay Calculations	
5.2 Compensation Payments	
5.3 Use of Redundancy Payment to Purchase Additional Pension Membership	
6. Discretionary Powers - Pensions	5
6.1 Early Retirement – Employee Choice	
6.2 Deferred Members (Ex-Employees) who left the Council between 31/3/2008 – 31/03/2014	
6.3 Flexible Retirement	
6.4 Awarding Additional Annual Pension	
6.5 Membership Aggregation	
6.6 Transfers of Pension Rights	
7. General Pensions Arrangements	9
7.1 Buying Back Pension for Periods of Authorised Unpaid Leave	
7.2 LGPS 2014 Employee Tier Banding Policy	
7.3 Calculation of Widower’s Pension	
8. Links to related topics	10
9. Review	10
Appendix A Early Retirement Categories and Effect on Local Government Pension Benefits	
Appendix B The 85 Year Rule	
Equality Impact Assessment	

1. Policy Statement

This document sets out the council's policy on the use of the discretions available to it under the terms of the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006, the Local Government Pension Scheme Regulations 2007/2008 and 2013, and the LGPS (Transitional Provisions & Savings) Regulations 2014 (referred to hereafter as the Regulations).

The Council will approach the operation of any discretions in a fair and consistent manner, in line with the Regulations, equality legislation and the specific provisions and criteria of the policies and procedures relating to pensions, organisational change, redundancy and retirement.

2. Purpose

To set out the Council's policy on the operation of each of the compulsory discretions available under the Regulations and also to confirm its stance on relevant optional discretions. The policy explains the context of discretions, whether or not they will be operated and the circumstances and criteria for applying them in relation to existing employees (members) and ex-employees (deferred members).

3. This applies to:

This policy is applicable to Council employees and employees in schools where the Council is the scheme employer for LGPS purposes.

The policy covers discretionary arrangements relating to early retirements that result from redundancy, flexible retirement, or those that are employee-led i.e. where the employee meets the scheme criteria to be able to choose to retire without employer consent (see Appendix A).

4. Roles and responsibilities

In the formulation and review of this policy the Council:

- Is satisfied that the policy is workable, affordable and reasonable, having regard to the foreseeable costs.
- Has considered the potential for the application of its discretionary powers (unless properly limited) to lead to a loss of confidence in the public service.

The responsibility for payment of discretionary pension arrangements has been delegated from the Employment and Appeals Panel (EAP) to officers named in the Scheme of Delegation, with the exception of payments for Schools, which will continue to be decided by the EAP.

5. Discretionary Powers – Severance

5.1 Redundancy Pay Calculations

Title: Discretionary Severance & Pensions Arrangements Policy	Owner: Strategic HR & OD Last updated: 07/08/14	Page 3 of 17
Once printed the document is uncontrolled – controlled copies are available from http://intranet.southampton.gov.uk/		

A redundancy payment will be due to any employee with at least two years' continuous local government service at the date of dismissal that fulfils the statutory definition of redundancy. Redundancy pay (including any severance pay) under £30,000 is not taxable.

Discretion: Whether to base redundancy payments on an actual weeks pay where this exceeds the statutory weeks pay limit.

The Council/school will calculate redundancy payments on the basis of actual weeks pay (capped at the top of Grade 13) where this exceeds the weeks pay limit in the statutory calculation.

The council will calculate redundancy pay based on age, continuous local government service and actual weekly pay (capped at the top of Grade 13), up to a maximum of 30 weeks pay, using the following formula:

$(\text{Age factor}) \times (\text{number of complete years of continuous local government service} - \text{capped at 20 years}) \times (\text{gross weekly salary capped at the top of grade 13}) = \text{Redundancy Entitlement.}$

The age factor is calculated as follows:

- 0.5 for each full year of service where the employee's age was under 22;
- 1 for each full year of service where the employee's age was 22 or above, but under 41; and
- 1.5 for each full year of service where the employee's age was 41 or above.

Voluntary redundancy payments will be an enhanced lump sum payment that applies a 1.25 multiplier to the above formula. Any pay in lieu of notice is taxable and will be funded by the employing Directorate.

Where a redundant employee commences subsequent local government employment (or employment with a body included in The Redundancy Payments (Continuity of Employment in Local Government, etc.) (Modification) Order 1999, as amended) within a month and a day of leaving the Council, there will be no entitlement to a redundancy payment. However if an employee starts employment after a break of at least a month and a day, their continuous employment under the Modification Order will be broken and redundancy compensation is payable.

5.2 Compensation Payments

The 2006 Regulations allow employers to award lump sum compensation payments within certain parameters. A lump sum payment can only be granted where the employer is not making Additional Pension Contributions

on an employee's behalf (see 6.4). Any redundancy payment must be offset against the lump sum compensation payment.

Discretion: Whether to award lump sum compensation of up to 104 weeks pay in cases of redundancy, termination of employment on efficiency grounds, or cessation of a joint appointment.

The Council/school will calculate redundancy payments, including any separate calculations for voluntary redundancy, in line with agreed policies applicable at the time, subject to such payments not exceeding the equivalent of 104 weeks' pay.

5.3 Use of Redundancy Payment to Purchase Additional Pension

The LGPS Regulations allow redundancy payment in excess of the statutory amount (e.g. where actual weekly pay is higher than the statutory maximum figure used for the calculation) can be used to buy additional pension where the employer permits this.

Discretion: Whether to allow employees to use any redundancy payment in excess of the statutory amount to be used to buy additional pension.

The Council/school will allow any redundancy payment in excess of the statutory amount to be used to buy additional pension. The employee must request to do this prior to leaving their employment. All of the non-statutory amount must be transferred to pension. It is not possible to relinquish only part of the payment.

6. Discretionary Powers – Pensions

6.1 Early Retirement – Employee Led

Members of the LGPS are entitled to receive a pension at their Normal Pension Age (which will be equal to an employee's State Pension Age – a minimum of age 65). Pension scheme members aged 55 and over, with a minimum of 2 years pension scheme membership, are entitled to elect to retire and receive their pension. The Council's consent is not required. The pension will be reduced to reflect the fact that it is being taken earlier than 65 (or Normal Pension Age if this differs). See Appendix A.

The discretions below relate to employee-led early retirement.

Title: Discretionary Severance & Pensions Arrangements Policy	Owner: Strategic HR & OD Last updated: 07/08/14	Page 5 of 17
Once printed the document is uncontrolled – controlled copies are available from http://intranet.southampton.gov.uk/		

Discretion: Whether to agree to apply the 85 year rule to a scheme member (current or deferred beneficiary) wishing to voluntarily draw pension benefits on or after 55 and before age 60. (The protection would apply to pre 1 April 2014 accrued benefits, there is no 85 year protection on post April 2014 benefits).

The Council/school will not permit unreduced benefits for employees voluntarily retiring between ages 55 -59.

Discretion: Whether to waive all or some of the actuarial reduction applied to member pensions (current or deferred), who are voluntarily drawing benefits on or after age 55 and before NPA, where the 85 year rule is not applied or does not prevent an element of actuarial reduction. Actuarial reductions can be:

- Completely waived on compassionate grounds in relation to pre-2014 benefits, and/or
- Waived in whole, in part, or not at all on any grounds in relation to post 2014 benefits.

The Council/school will not waive any of the actuarial reduction applicable to an employee who retires voluntarily between ages 55 and Normal Pension Age. The Council/school will not consent to ex employees taking deferred benefits early unless there is no cost to the employer.

The 85 year rule is detailed in Appendix B.

6.2 Deferred Members (Ex-Employees) who left the Council between 31/3/2008 – 31/03/2014

Employees who left the Council between 31 March 2008 and 31 March 2014 and opted to defer their LGPS pension, will continue to be governed by the pension regulations and employer discretions policy in force at the date they left service, irrespective of the date their pension comes into payment.

The Council's policy on the applicable discretions is as follows:

Discretion: Whether to grant consent to deferred pension scheme members aged 55-59, who request early retirement with release of pension benefits.

The Council/school will consider requests for early retirement from deferred members between the ages of 55 and 59 on compassionate grounds where medical evidence is provided that the individual has to provide continuous care for a sick partner or dependant and/or where it is in the Council's interests to do so, and having regard to the Pension Fund Charge for paying benefits early being affordable in each case.

Discretion: Whether to allow early payment of pension to former employees, who were previously in receipt of a tier 3 ill health pension, which has subsequently been suspended.

Early payment of deferred pension benefits following suspension of tier three ill health pensions, will be granted provided it is in the Council's interest to do so, and having regard to the Pension Fund Charge for paying benefits early being affordable in each case.

Discretion: Whether to waive an actuarial reduction of the deferred beneficiary's pension benefits on compassionate grounds.

The Council/school may consider waiving actuarial reductions for deferred members on compassionate grounds where the member can provide medical evidence that they are providing continuous care for a sick partner or dependant.

6.3 Flexible Retirement

The LGPS provides the option of flexible retirement, whereby employees with at least 2 years scheme membership can take a "step down" in responsibility or in working hours, and access their accrued pension benefits. Full details are set out in the Flexible Retirement Policy & Procedure. The applicable employer discretions are listed here:

Discretion: Whether to allow a member aged 55 or over to draw all of the pension benefits they have already built up whilst still continuing in employment, with a reduction in hours or at a lower grade.

The Council/school will consider requests for flexible retirement in accordance with the criteria set out in the Flexible Retirement Policy & Procedures applicable at the time.

6.4 Awarding Additional Annual Pension

Employees in the scheme may choose to buy extra annual pension, up to a maximum of £6,500, using an Additional Pension Contribution (APC) contract. The cost of any set amount of additional pension will be determined by the employee's age and the amount they wish to purchase. Employers may agree to meet the cost of some or all of any additional pension purchased.

Discretion: Employer Only Additional Pension Contributions (APC) - Whether to award additional annual pension of up to £6,500¹ per annum to an active member, or to individuals who have taken early retirement due to redundancy or efficiency (where granted within 6 months of the leaving date). This would be by way of a one-off payment.

The Council/school will not exercise its discretion to award additional pension.

Discretion: Shared Cost Additional Pension Contributions (SCAPC) - Whether to agree to voluntary funding of additional pension for an active member, via a Shared Cost Additional Pension Contribution contract; where the costs of payments to increase pension (up to a maximum of £6,500 per annum) are shared between the employee and the Council. This can be either a regular ongoing contribution or one-off lump sum.

The Council/school will not exercise its discretion to voluntarily fund additional pension via a shared cost additional pension contribution.

6.5 Membership Aggregation

Where a new employee of the Council has a deferred pension from a previous period of local government employment, it will normally be joined to the new LGPS pension unless the employee opts to keep them separate.

Discretion: From 1 April 2014 members re-joining the pension scheme with pension rights from previous local government employment, will have these rights automatically aggregated with their current period of membership, unless the member opts to keep them separate within 12 months of re-joining the pension scheme. An employer may allow a period longer than 12 months.

The Council/school will only accept elections to combine pension rights from previous and current local government employment that are made within 12 months of re-joining the scheme.

Discretion: For members re-joining the pension scheme up to and including 31 March 2014, with pension rights from previous local government employment, they will have 12 months from re-joining the scheme to elect to combine the pension rights from the previous and current periods of membership. An employer may allow a period longer than 12 months.

¹ Less any amount of additional annual pension the Council is already contributing towards the purchase of, via a SCAPC contract.

The Council/school will only accept elections to combine pension rights from previous and current local government employment which are made within 12 months of re-joining the scheme.

6.6 Transfers of Pension Rights

Previous pension benefits from an external pension provider may be transferred into the Hampshire Pension Fund at the employee's request. Any transfer will be subject to agreement by Hampshire County Council, as the administering authority.

Discretion: Where an active member requests to transfer previous pension rights from an external pension provider into the LGPS, the member must make a request within 12 months of becoming an active member. An employer may allow a longer period than 12 months.

The Council/school will only accept an election for transfer of pension rights from an external pension provider into the LGPS if this election is made within 12 months of the member joining the LGPS.

7. General Pensions Arrangements

7.1 Buying Back Pension for Periods of Authorised Unpaid Leave

From 01 April 2014 there is no requirement for pension contributions to be made for the first 30 days of authorised unpaid absence. Instead, it is the employee's choice as to whether or not to cover the period of absence for pension purposes. If the employee chooses to make up the 'lost' pension this is done via an Additional Pension Contribution. Where the election is made within 30 days of returning to work the cost of the APC is apportioned 1/3 to the employee and 2/3 to the Council. However, if an election is made after the 30 day period, the employee must meet the full cost of the APC contract.

This is applicable to unpaid periods of maternity, paternity and adoption leave, which follow paid (statutory and contractual) leave for the same reason.

7.2 LGPS 2014 - Employee Tier Banding Policy

As the LGPS pension scheme administrating authority, Hampshire County Council publish annual contribution bands and the associated contribution rates (the percentage of pensionable pay employees pay towards their pension) and provide these to scheme employers.

From 01 April 2014 the rate of contributions scheme members pay is based on actual pensionable pay (rather than full time equivalent salary), with contributions also be payable on non-contractual overtime. The Council's policy on the operation of contribution tier banding is as follows:

1. Contribution banding will be undertaken automatically each pay period (i.e. each payroll run).
2. The earnings used to determine an employee's deduction tier rate will include basic pay and other contractual fixed payments in place at the commencement of each period.
3. Contributions are payable on honoraria payments, any payments for additional hours worked, including overtime, and any other temporary allowances; but due to their fluctuating nature these will not be included in the earnings figure used to determine employee deduction bandings.
4. Where an employee has multiple posts each post will be subject to separate review against the earnings for that post.
5. Bands will only be amended historically in the event of an error.

7.3 Calculation of Widower's Pension

The Council will include a woman's LGPS membership between 1/4/72 and 5/4/88 in the calculation of her widower's pension at no extra charge.

8. Links to related topics

Organisational Change Procedure
Flexible Retirement Procedure

9. Review

This policy does not form part of the employee's contract of employment and the council retains the right to change the policy at any time.

The provisions within this policy will be reviewed on a regular basis to ensure ongoing compliance with legislation and their continuing sustainability and affordability. Any future amendments to the policy will come into effect one month after the revised policy is published.

Appendix A

Early Retirement Categories & Pension Implications

Members of the LGPS are entitled to receive a pension at their Normal Pension Age (which will be equal to an employee's State Pension Age – a minimum of age 65). Any retirement earlier than the Normal Pension Age (NPA) is an early retirement from the perspective of the pension scheme, and may result in a reduction to pension benefits (actuarial reduction) and/or the requirement for the Council to pay a scheme charge.

Except in certain defined cases, early retirement and discretionary payments/pension enhancements are not available as of right. Any application for voluntary early retirement, discretionary payment or pension enhancement, will be considered in the context of the stated parameters within which the Council will operate its discretions, whether it is in the interest of the Council, the financial consequences to the Council of granting any such request, and the employee's personal circumstances.

Early Retirement – Compulsory/Voluntary Redundancy

Scheme members who are made redundant and are 55 or over, with at least 2 years membership, are automatically entitled to early release of their pension, without reduction. The LGPS Regulations do not allow for the pension to be deferred in these circumstances. The Council will be liable for scheme charges for early retirements arising from redundancy in all cases.

Scheme members who are under 55 when made redundant will have a deferred pension.

Early Retirement – Employee's Choice

Pension scheme members aged 55 and over, with a minimum of 2 years pension scheme membership, are entitled to elect to retire and receive their pension. The Council's consent is not required. The pension will be reduced to reflect the fact that it is being taken earlier than 65 (or NPA if this differs).

Employees aged 55 – 59

The employee will incur an early payment reduction on their pension. The 85 year protection rules are not applicable where an employee voluntarily decides to draw benefits on or after age 55 and before age 60.

Employees aged 60+

The employee's pension will be actuarially reduced to reflect that it is being taken prior to NPA. 85 year rule protections will automatically apply where the employee qualifies, but some element of reduction may still be applied.

Flexible Retirement

The Council will consider requests for Flexible Retirement from employees aged 55 and over with at least 2 years scheme membership, who wish to take a "step down" in responsibility or in working hours, and access their accrued pension benefits.

Title: Discretionary Severance & Pensions Arrangements Policy	Owner: Strategic HR & OD Last updated: 07/08/14	Page 11 of 17
Once printed the document is uncontrolled – controlled copies are available from http://intranet.southampton.gov.uk/		

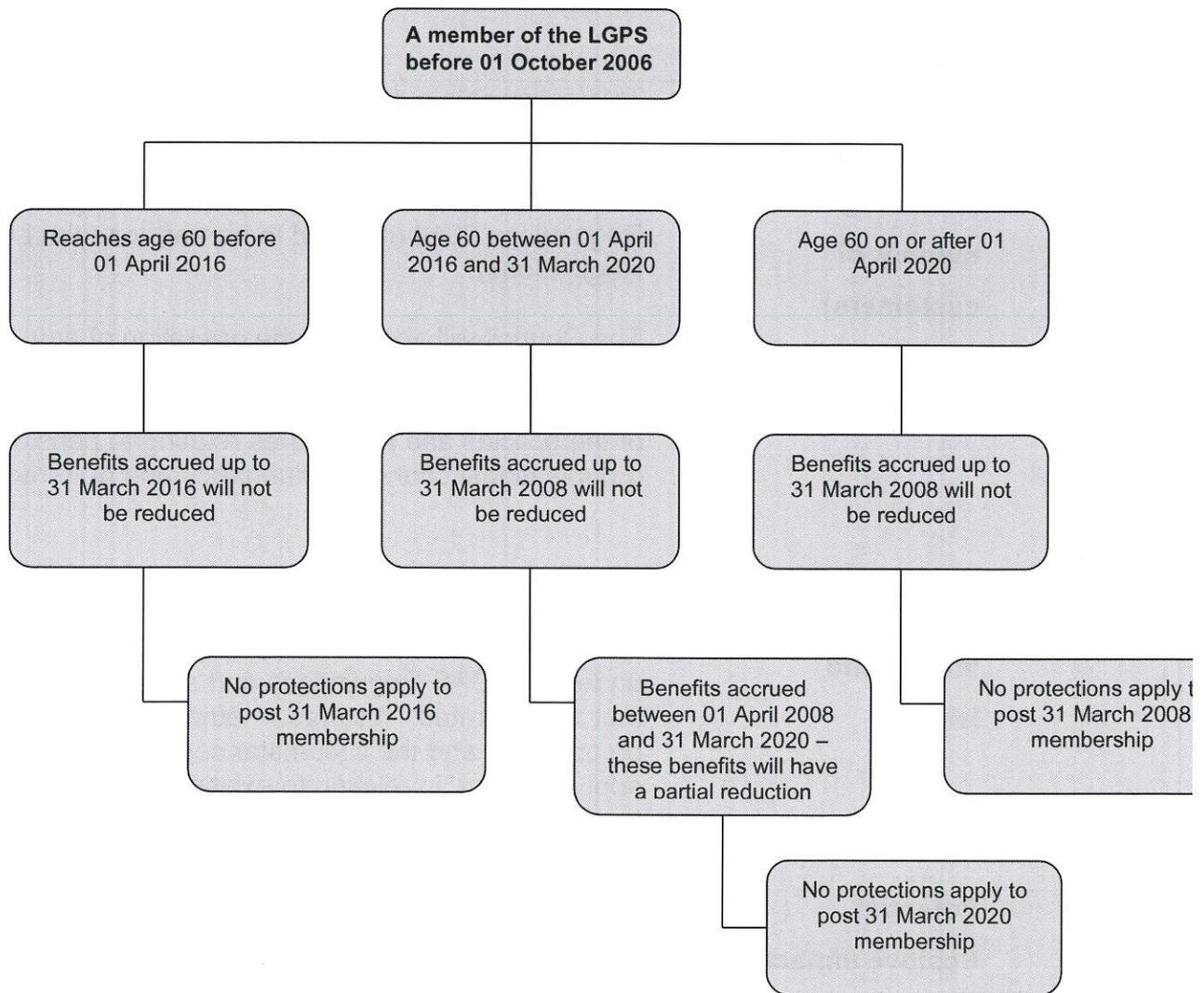
These will be subject to actuarial reduction unless the Council exercises its discretion to waive the reduction. The Council may incur a scheme charge in some cases for permitting Flexible Retirement.

Appendix B

The 85 Year Rule

Where the age of the employee when employment ends, and their total years in the pension scheme add up to 85 or more (and the individual was a scheme member prior to 1 October 2006), any early payment of pension benefits will not be actuarially reduced. (This only applies to pre 1 April 2014 accrued benefits, there is no 85 year protection on post April 2014 benefits.) 85 year protection is a very complex area which is being phased out over a period of years.

Individuals considering retirement before their Normal Retirement Age should contact HCC Pensions for clarification as to whether, and if so how, protections apply to their pension benefits. The following diagram (reproduced from the HCC Pensions website) sets out the general position:





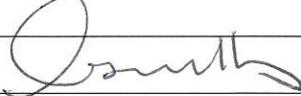
BusMan1 3/2010

Equality and Safety Impact Assessment

The **public sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be more efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people's needs. The Council's Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with section 17 of the Crime and Disorder Act and will enable the council to better understand the potential impact of the budget proposals and consider mitigating action.

<p>Name or Brief Description of Proposal</p>	<p>Local Government Pensions Scheme and employer discretions policy</p>
<p>Brief Service Profile (including number of customers)</p>	<p>This policy sets out the Council's use of the discretions available to it under the terms of the Local Government Pension Scheme Regulations 2007/2008 and 2013, and the LGPS (Transitional Provisions & Savings) Regulations 2014 (referred to hereafter as the LGPS Regulations).</p> <p>The Council will approach the operation of any discretions in a fair and consistent manner, in line with equality legislation and the specific provisions and criteria of the policies and procedures relating to pensions, organisational change, redundancy and retirement.</p>
<p>Summary of Impact and Issues</p>	<p>This document sets out the Council's policy on the operation of each of the compulsory discretions available under the LGPS Regulations and any optional discretions that are operated. It states whether or not discretions will be operated and the circumstances and criteria for applying them, in relation to existing employees (members) and ex-employees (deferred members).</p>
<p>Potential Positive Impacts</p>	<p>This is a compliance requirement for scheme membership but will also ensure transparency and fair determination of employer discretions in this regard.. It</p>

	will ensure equal access to the discretions and provide assurance that the discretions made do not have a direct or indirect discriminatory impact.
Responsible Service Manager	<u>Mike Watts</u>
Date	<u>18 August 2014</u>
Approved by Senior Manager	MIKE WATTS
Signature	
Date	19/8/14

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	It is in the nature of the pension scheme that older members are treated differently – albeit within the rules of the scheme and subject to benefits accrued. The policy will not, in itself, have any other disproportionate impact based on age.	Decisions subject to discretion by the Council are considered based on the individual circumstances of each application cognisant of the pension and other regulations, guidance and business impact. It is reasonable to monitor decision making to ensure that decisions are consistent and fair, within the rules of the scheme.
Disability	It is in the nature of the pension scheme that members suffering ill health may be treated differently – albeit within the rules of the scheme and subject to benefits accrued. The policy will not, in itself, have any other disproportionate impact based on disability.	Decisions subject to discretion by the Council are considered based on the individual circumstances of each application cognisant of the pension and other regulations, guidance and business impact. It is reasonable to monitor decision making to ensure that decisions are consistent and fair, within the rules of the scheme.
Gender Reassignment	None	
Marriage and Civil Partnership	None	
Pregnancy and Maternity	None	
Race	None	
Religion or Belief	None	
Sex	None	
Sexual Orientation	None	

Community Safety	None	
Poverty	None	
Other Significant Impacts	None	

Agenda Item 12

DECISION-MAKER:	CABINET COUNCIL		
SUBJECT:	SPRINGWELL SCHOOL EXPANSION PHASE 2		
DATE OF DECISION:	15 MARCH 2016 16 MARCH 2016		
REPORT OF:	CABINET MEMBER FOR EDUCATION AND CHILDREN'S SOCIAL CARE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	JOANNA CASSEY	Tel: 023 8083 3347
	E-mail:	Jo.Cassey@southampton.gov.uk	
Director	Name:	Kim Drake	Tel: 023 8083 4899
	E-mail:	Kim.Drake@southampton.gov.uk	
STATEMENT OF CONFIDENTIALITY			
None			
BRIEF SUMMARY			
<p>This report sets out the proposal for increased capacity at Springwell Special school (Phase 2) following increased demand on places for children with special educational needs. The report seeks approval to add a further £9.67M of expenditure to the Education and Children's Social care Capital Programme in addition to the £2.70M approved for the completion of Phase 1 in September 2015. The total phase 2 scheme is to be phased; £0.10M in 2015/16, £0.70M in 2016/17, £7.70M in 2017/18 and £1.17M in 2018/19.</p>			
RECOMMENDATIONS:			
	Having complied with paragraph 15 of the Council's Access to Information Procedure Rules:		
Cabinet:			
	(i)	Subject to Council approval of recommendations (iv) and (v) below, to authorise the expansion of Springwell Special School (Phase 2) and to procure the works and all associated delivery services in accordance with the Council's Contract Procedure Rules.	
	(ii)	To delegate authority to the Service Director: Children's and Families following consultation with the Service Director: Legal & Governance and the Acting Service Director: Strategic Finance and Commercialisation to do anything necessary to procure the expansion works and services together with anything ancillary to, necessary for or calculated to facilitate the expansion.	
	(iii)	To delegate authority to the Service Director: Children's and Families to consult on, publish and, in the absence of any objections, to determine statutory school organisation proposals to expand Springwell Special School by 28 pupil places together with the associated physical enlargement in accordance with the requirements of the School Standards & Framework Act 1998 and statutory	

		school organisation guidance. In the event that objections to the proposals are received in the statutory representation period, to note that a further report to Cabinet will be required.
--	--	---

Council

	(iv)	To add, in accordance with Financial Procedure Rules, a sum of £9.67M to the Education and Children’s Social Care Capital Programme for Phase 2 of the expansion of Springwell School funded from Council resources.
--	------	--

	(v)	To approve, in accordance with Financial Procedure Rules, capital expenditure of £9.67M, phased £0.10M in 2015/16, £0.70M in 2016/17, £7.70M in 2017/18 and £1.17M in 2018/19 within the Education and Children’s Social Care Capital programme to deliver the expansion of the school.
--	-----	---

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
2.	This report has not been included within the Forward Plan to date. This scheme proposal received endorsement from the Capital Board on 18 th February 2016 (alongside the agreement to explore the opportunity to develop a Free School for special needs provision within the City). It was agreed to pursue full and formal approval for this scheme on the basis of it being a Maintained School. Therefore under paragraph 15 of the Council’s Access to Information Procedure Rules this report has been brought to Cabinet in March so as to not further delay this project and subsequently increase the associated costs in terms of temporary accommodation, out of city placements/transport and tribunals. Any delay may result in insufficient special school places by September 2017.
3.	The current situation is that the Council does not have sufficient special school places to meet the demand and needs of the Special Educational Needs and Disability (‘SEND’) population. This has resulted in a significant increase in SEND Tribunal activity, rising from a total of nine appeals for the period January 14-15 to a total of 24 appeals for the period January 15-16. It is difficult to give an average cost per tribunal but this additional pressure on the SEND 0-25 and Legal Service has resulted in the need to recruit a temporary solicitor at the cost of £0.06M (for 11 months), plus significant levels of LA officer time.
4.	Additionally there has been an increase in independent, high cost placements out of area, due to the lack of capacity within Springwell Special School. In September 2015 three independent placements were agreed because we could not offer a suitable place in a maintained special school.
5.	The Council’s revenue funding to meet costs in the High Needs Block has also increased significantly for the current financial year and beyond. This has been achieved by transferring additional resources from the schools block, following consultation with the Schools Forum as additional resources have not been provided for within the Dedicated Schools Grant (DSG). Further, the current and anticipated increase in demand in special school places will continue to put pressure on High Needs budgets as there no additional money is expected from future years DSG allocations.
6.	As a response to demand in the previous two years the number on role at Springwell Special School has been increased. However, it has been impossible to physically accommodate these pupils on the existing Springwell site. An interim solution (Phase 1) of temporary accommodation was created at Bassett Green Primary School (2014) at a cost of £0.11M and Startpoint Schooling (2015) at a cost of £0.11M. This has created

	significant capacity demands on management from a school and LA perspective as well as the considerable financial impact.
7.	The current classroom base at Startpoint Sholing is only agreed on a temporary basis and parents have been given assurances that their children will move into the new site as soon as it is ready.
8.	The impact of Phase 1 will be to accommodate those currently in temporary accommodation at Startpoint Sholing, as well as the Year R and year's 1-6 intake for September 2016.
9.	The impact of Phase 2 – the expansion of the Springwell site itself - will be to create the places required at the forecast rate of intake, in response to both local need and the statutory duty to meet parental preference. This will significantly reduce tribunal activity and the need to fund high cost independent placements.
10.	The risk of not agreeing phase 2 would mean that we significantly limit the intake of new pupils (based on number of leavers) from September 17 onwards which will have significant legal and financial implications. Additionally, phase 1 has designed with the assumption of phase 2 and so has not been designed in isolation. The classrooms provided by Phase 1 will require the additional space and resources in Phase 2.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

11.	<p>i) Proceed with Phase 1 and delay Phase 2 for 1-2 years – this would not address the immediate need to house the intake that has been committed to and would require additional funds to be found to cover the costs of placing these children in out of city placements together with the associated travel costs. This would also put Phase 1 at risk and place an additional pressure on the DSG High Needs Block which is already under significant pressure. If additional funding is diverted from the Schools Block it will push more schools below the Minimum Funding Guarantee (MFG).</p> <p>The additional cost of placing children in Non Maintained and Independent Special Schools (NMISS) over and above current budget level will be £10.2M by 2022/23, based on current known profile of children.</p> <p>In addition, General Fund will have pressure due to additional transport costs of £0.73M over and above the current budget level for out of city placements places</p>
12.	<p>ii) Decline capital / pay for placements at non-maintained independent special schools - costs as per reasoning above PLUS high cost of tribunals to the Council from parents of those who applied to Springwell and mainstream schools who do not have the capacity to deliver for highly complex Special Education Needs & Disability (SEND) children. In addition to the NIMSS costs highlighted in option (i), the termination of the consultant service provided by Capita will incur abortive costs for the design fees incurred for Phase 1 and 2 (i.e. 43% of total fees). This cost would need to be met from the General Fund. This option will mean collapse of Phase 1 with no physical capacity for 28 children placed in temporary classrooms.</p> <p>iii) Decline capital and terminate entire project (including Phase 1) and use capital already agreed to create temporary classrooms – this is only a temporary solution and the need for a significant increase in Special School places would still exist. In addition the termination costs would still apply together with the need to identify c£12.3M (Phase 1 and 2 combined) to restart the project. Time delays would lead to high cost NMISS placements. Costings as per option (i).</p>

DETAIL (Including consultation carried out)

13.	It is proposed that Phase 2 will physically expand Springwell and consist of 10 class
-----	---

	rooms, a hydrotherapy pool which will be available out of school hours to parents of SEND children, a sensory room, hall, catering kitchen and associated supporting facilities for 128 children. There will also be works to provide improved staff and visitor car parking, improving access for school transport together with relevant landscaping.
14.	<p>Project Tolerances (cost, time and quality)</p> <p>Costs</p> <p>Based on Feasibility Study costs provided within the Capita report (May 2015. See Appendix 1), capital costs and fees are predicted to be £8.67M. These are high level estimates. There will be additional costs related to the need for temporary accommodation. There is also the potential for additional surveys such as a Highway Condition Survey and Planning Conditions. The additional costs for furniture and equipment are not included. It is therefore suggested that an additional £1.0M should be added to the Capita estimate to meet this project costs. The expenditure of the Capita estimate of £8.67M and additional £1.0M for the project will be spread over four financial years (2015-2019), as set out in Table 2 paragraph 19 below.</p>
15.	<p>Time</p> <p>Key Project milestones</p> <ul style="list-style-type: none"> • Start on site April 2017 • Completion summer 2018 • Occupation September 2018
16.	<p>Quality</p> <p>This building will meet the standards contained in Building Bulletin 102. The Council policy regarding the Building Research Establishment Environmental Assessment Methodology (BREEAM) standards achieved is noted. The project will aim to achieve a rating of Excellent under the BREEAM standard, however where cost advice indicates that this cannot be contained within the cost plan for the project then it will be the subject of value engineering. The design will balance costs with the available budget across all quality criteria including BREEAM related elements.</p>
17.	<p>Revenue costs</p> <p>The recurring revenue costs associated with the phase 2 increase in capacity at the school are anticipated to be funded from within the recurrent DSG.</p>

RESOURCE IMPLICATIONS

Capital/Revenue

18.	<p>The changes to the programme in respect of the increase in capacity at Springwell School are shown in the table 1 below.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="6" style="text-align: center;">Springwell Phase 2</td> </tr> <tr> <td colspan="6" style="text-align: center;">Table 1 - Summary of changes to the Education & Children Social Care Capital Programme to increase capacity at Springwell School</td> </tr> <tr> <td></td> <td style="text-align: center;">2015/16</td> <td style="text-align: center;">2016/17</td> <td style="text-align: center;">2017/18</td> <td style="text-align: center;">2018/19</td> <td style="text-align: center;">Total</td> </tr> <tr> <td></td> <td style="text-align: center;">£'M</td> <td style="text-align: center;">£'M</td> <td style="text-align: center;">£'M</td> <td style="text-align: center;">£'M</td> <td style="text-align: center;">£'M</td> </tr> <tr> <td>Total Required for Phase 2</td> <td style="text-align: center;">0.10</td> <td style="text-align: center;">0.70</td> <td style="text-align: center;">7.70</td> <td style="text-align: center;">1.17</td> <td style="text-align: center;">9.67</td> </tr> <tr> <td>To be added as per this report</td> <td colspan="4" style="background-color: #cccccc;"></td> <td style="text-align: center;">9.67</td> </tr> </table>	Springwell Phase 2						Table 1 - Summary of changes to the Education & Children Social Care Capital Programme to increase capacity at Springwell School							2015/16	2016/17	2017/18	2018/19	Total		£'M	£'M	£'M	£'M	£'M	Total Required for Phase 2	0.10	0.70	7.70	1.17	9.67	To be added as per this report					9.67
Springwell Phase 2																																					
Table 1 - Summary of changes to the Education & Children Social Care Capital Programme to increase capacity at Springwell School																																					
	2015/16	2016/17	2017/18	2018/19	Total																																
	£'M	£'M	£'M	£'M	£'M																																
Total Required for Phase 2	0.10	0.70	7.70	1.17	9.67																																
To be added as per this report					9.67																																

A breakdown of the estimated costs for the construction of Phase 2 is contained in the Option Appraisal carried out by Capita is summarised in Table 2 below and detailed in Appendix 1.

Table 2- Budget Estimate for Phase 2 Springwell School	£'M	£'M
New Build		6.08
Drainage & external works		0.67
Site Specific Allowances and abnormals		0.19
Risk (design & construction) Allowance		0.63
Professional fee (14%)		1.02
Feasibility study fee		0.08
Total (Excludes FF&E)		8.67
Additional cost including:		1.00
Temporary Accommodation	0.40	
Section 106/278 Agreements	0.20	
Additional Fees (Legal / BREEAM Assessment)	0.30	
Furniture and Equipment	0.20	
Overall Total Cost		9.67

19. It is proposed that the additional capital expenditure will be funded from Council Resources which will need to be secured through additional borrowing. However, if £9.67M is borrowed, over the 50 year estimated life cycle of the asset this will be at an annual cost of £0.43M and the lifetime cost of loan will be £21.60M.
In accordance with the School and Early Years Finance (England) Regulations, the cost of borrowing cannot be charged to DSG this cost will therefore need to be met by General Fund.
20. Upon completion of the build the recurring revenue costs, excluding the interest repayments, associated with the phase 2 increase in capacity at the school is anticipated to be £1.70m over and above the current budget levels. Of this £1.40M placements cost per year will need to be met from DSG and £0.30M transport costs per year will require funding from the General Fund. Please note that any alternative educational arrangements would cost significantly greater and therefore to meet the needs of the forecast number of children both the General Fund and the DSG would be further adversely affected.
21. The revenue cost implications on the general fund from 2016/17 to 2022/23 are shown in table 3 below.
This tables shows total forecast cost of Borrowing and Minimum Revenue Provision (MRP) costs and transport costs to the general fund.

Table 3 - Revenue cost implications on general fund

	Borrowing Cost £'M	Transport Cost £'M	Total £'M
2016/17	0.32	0.00	0.32
2017/18	0.42	0.05	0.47
2018/19	0.43	0.10	0.53
2019/20	0.43	0.16	0.59
2020/21	0.43	0.21	0.64
2021/22	0.43	0.26	0.69
2022/23	0.43	0.30	0.73

These numbers are purely indicative based on known variables at this time, and that for calculation purposes the debt is taken out on the 1st April in the relevant year. Please note that MRP accrues in the year following borrowing, but interest payments accrue from the time debt is taken out. The loan has been assumed for 50 years, over the life of the asset.

The additional cost of borrowing shown above will be a further pressure and therefore will increase the General Fund saving requirement in 2019/20 from £42.30M to £42.73M.

22. It is important to note that the agreement for the funding is based on current status of Springwell as a local authority maintained special school. If the status of the school changes in future to an academy or a free school, it will be the Council's intention to clawback all funds (capital and revenue) in full before the school changes its status and these funds will need to be paid by the school or sponsor before conversion.

Property/Other

23. All property matters have been covered elsewhere in the report.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

24. The power to provide and maintain educational facilities as proposed in this report is set out in the Education Act 1996

Other Legal Implications:

24. Proposals in increase pupil numbers at a special school by either 10% or 20 pupils (whichever is the lesser) require statutory proposals to be published in accordance with the School Standards & Frameworks Act 1998 and associated statutory guidance. Phase 2 consultation will be required for a minimum of 4 weeks in school term time prior to publication of statutory proposals with a further 4 week representation period. If no objections are received in the second (statutory) representation period, a decision to proceed may be delegated to officers to determine and approve the proposals. If objections are received then a further report of Cabinet will be required to consider the representations and determine the proposals. The statutory proposals will be twin tracked with procurement activity and completed prior to any binding contractual commitment to undertake the works is entered into in order to comply with statutory requirements. The Council can therefore determine not to go ahead with the expansion as any point up until the date on which the statutory proposals are determined and binding contractual commitments to complete works are entered into.

25. Works and services will be procured in accordance with the Council's Contract Procedure Rules and will be required to comply with all relevant pervasive legislation including, but not limited to, the Equalities Act 2010 and associated statutory guidance on the design

	and construction / accessibility requirements for Special Schools and design for pupils with a disability.
POLICY FRAMEWORK IMPLICATIONS	
26.	This relates to the strategic priority for Protecting Vulnerable People and the School Improvement Plan

KEY DECISION?	Yes	
WARDS/COMMUNITIES AFFECTED:	The school is located in the Bitterne Ward but admits children from all areas of the City	
<u>SUPPORTING DOCUMENTATION</u>		
Appendices		
1.	Appendix 1 – Springwell School Options Appraisal	
2.	Appendix 2 – Springwell School Outline Business Case	
3.	Appendix 3 - ESIA	
Documents In Members' Rooms		
1.	None	
Equality Impact Assessment		
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.		YES
Privacy Impact Assessment		
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.		No
Other Background Documents None		
Title of Background Paper(s)		Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	None	

This page is intentionally left blank

Southampton City Council

Springwell School

Special Educational Needs Expansion

Option Appraisal Report 05/05/15



This report, including assumptions and caveats, should be read as a whole so that no part may be taken out of context. Neither the whole nor any part of this report or any reference to it may be included in any published document, circular or statement in any way without written approval of CAPITA Property and Infrastructure Ltd. Any further report on this subject should be the subject of consultation with the author.

Job No CS/080174
Project Springwell School
Location One Guildhall Square
Above Bar Street
Southampton
SO14 7FP
Document Ref Option Appraisal Report
File reference Y:\02_Projects\CSxxxxxx - Springwell Expansion\C - Design Team\C1 - Options Appraisal
Date 05 May 2015
Prepared by C.Williams
Signature *C.Williams*
Checked by Vanessa Orekan
Signature *V. Orekan*
Authorised by E.Ellert
Signature *E.Ellert*

Appendices

A	Procurement Report
B	Client Brief
C	Accommodation Schedule

Contents

1.0	Introduction	4
2.0	Client Brief	4
3.0	Design Team	5
4.0	Programme	5
5.0	Risks	6
6.0	Site Selection	6
7.0	Springwell School Site	7
8.0	Old Eastpoint Centre Site	8
9.0	Existing Site Analysis	9
10.0	Existing Springwell School	10
11.0	Southampton City Council's Preferred Option E	11
12.0	Costs	13
13.0	Consultation with SCC Planners	15
14.0	Consultation with Sports England	15
15.0	Development of Option A - D	16
16.0	Option A	16
17.0	Option B	18
18.0	Option C	20
19.0	Option D	22
20.0	Structural Engineer Option E	24
21.0	Mechanical Engineer Option E	24
22.0	Drainage Engineer Option E	27
23.0	Electrical Engineer Option E	28
24.0	Conclusion	29

1.0 Introduction

- 1.1 This option appraisal study was commissioned by Southampton City Council Education team to investigate the options for expanding Springwell Special Educational Needs School in Southampton.
- 1.2 The study has been carried out by Capita Southampton on behalf of the Southampton City Council client.
- 1.3 The option appraisal study covers aspects of RIBA stage A and B (New Plan of Work Stage 1 Preparation and Brief). Further detailed feasibility will be required for taking proposals forward to RIBA stage C (New Plan of Work Stage 2 Concept Design).
- 1.4 Work Stage 2 Concept Design).
- 1.5 **General Inclusions and Omissions**
The scope of works for this option appraisal study was identified within the resource plan accompanying the fee proposal.
- 1.6 Investigations not requested within this study that could influence the proposals and could have an unknown cost element are (this list is not exclusive):
 - Geotechnical investigations
 - Drainage survey and flood risk assessment
 - Topographical and tree survey
 - Acoustic survey
 - Further feedback from planners and Sport England
 - Investigation into ownership constraints, easements and covenants
 - Ecological consultations
 - BREEAM pre-assessment
 - Thermal modelling

2.0 Client Brief

- 2.1 The client brief has been appended to this report. To summarise the client brief:
 - 2.1.1 The main drivers for this brief are the predicted need for increasing school places for primary age children (4-11 year olds) with special educational needs within Southampton. The current demand at Springwell School exceeds capacity, and there is a predicted need to increase the school incrementally by 2 classes per year up until 2021, totalling 16 additional classrooms and additional supporting areas.
- 2.2 Short Term plan 2016 (phase 01):
 - 2.2.1 Provision of 6 additional classroom and associated hygiene facilities by 2016 to accommodate 8 children per class.
 - 2.2.2 Additional accommodation associated with the 6 classrooms is to be agreed during the option appraisal phase. This may include a shared area, staff room, reception/sick bay, soft play and sensory room.
 - 2.2.3 This could be provided either on the current Springwell site or as a new build.
- 2.3 Longer Term Plan 2017 (phase 02):
 - 2.3.1 To provide a total of 16 new classrooms, each accommodating 8 children.
- 2.4 An accommodation schedule has been developed based on Building Bulletin 101. The school is currently consulting on this, which will be developed as part of the feasibility study. The draft accommodation schedule has been appended to this report.

3.0 Design Team

3.1 Capita have developed a series of options in conjunction with the school and Southampton City Council Client Representative. Southampton City Council Development Control and Sport England have also been consulted on the general development of options and the school's preferred option.

3.2 The Capita design team has comprised:

- Project Manager
- Architect
- Structural Engineer
- Landscape Architect
- Civil Engineer
- Drainage Engineer
- Mechanical Engineer
- Electrical Engineer
- Quantity Surveyor
- Valuer

3.3 There will be a need to appoint further specialist consultants as the project progresses.

4.0 Programme

4.1 Due to the short timescales stipulated by the client, a strategy for procurement exemption and cabinet approvals needs to be developed by the client, to ensure the timescales listed below are achievable.

4.2 A series of key dates have also been drafted out which will be developed into a master programme during feasibility stage:

4.2.1

Phase 01		
RIBA Stage A	Option Appraisal for all Phases	April '15
RIBA Stage B	Feasibility for 6 classroom block	April to May '15
RIBA Stage C	Outline Design	June '15
RIBA Stage D	Detailed Design and Planning Application	July '15
RIBA Stage E	Technical Information	July to September '15
RIBA Stage F	Production/Construction Information	September to October '15
RIBA Stage G	Tender Documents	July '15
RIBA Stage H	Negotiated Tender	August '15
RIBA Stage J	Mobilisation	September to October '15
RIBA Stage K	Construction	October '15 to July '16

4.2.2

Phase 02		
RIBA Stage A	Option Appraisal for all Phases	April '15
RIBA Stage B	Feasibility for remaining school	May to June '15
RIBA Stage C	Outline Design	July to August '15
RIBA Stage D	Detailed Design and Planning Application	September '15
RIBA Stage E	Technical Information	October to December '15
RIBA Stage F	Production/Construction Information	January to March '16
RIBA Stage G	Tender Documents	November '15
RIBA Stage H	Negotiated Tender	December to January '16
RIBA Stage J	Mobilisation	February to March '16
RIBA Stage K	Construction	April '16 to July '17
RIBA Stage L	Landscape Completion/Post Practical Completion	August to December '17

5.0 Risks

5.1 A risk workshop will be carried out during the feasibility phase of the project. There are a number of key risks associated with the project which include:

- Tight timescales not being achieved
- Procurement risks
- Costs and client budget
- Planning and statutory approvals
- Technical issues such as approval from Southern Water
- Client change of brief

6.0 Site Selection

6.1 The first stage of the option appraisal was to identify potential sites for a new build school. This initial assessment identified two potential sites:

- Area of land adjacent to Springwell School
- Old Eastpoint Centre site

6.2 The Old Eastpoint Centre site was concluded as not being viable due to:

- The site is currently leased to a private company with an option to buy. They have now abandoned the building and Southampton City Council with the assistance of Capita are in the process of re-acquiring the building. Therefore these timescales do not fit in with the client requirement of a September 2016 and 2017 completion date.
- The building is not suitable for refurbishment into a special needs school as the building is arranged on a multiple levels, is larger than required, with no one area lending itself easily to demolition, the classrooms would be located on the upper floors which is not ideal for primary aged children with special needs. The building would have to be stripped back to its original superstructure as the cladding, roofing et al is in very poor condition and is likely to contain significant amounts of asbestos.

6.3 The land adjacent to Springwell was agreed to be the most viable due to:

- The adjacency to the existing school, enabling the two buildings to operate as one Key Stage One building, and the other a Key Stage Two building.
- The land is within the ownership of Southampton City Council Education Department.
- The location provides an education 'cluster' comprising primary school and Sure Start Centre.

6.4 The main issues identified as part of the option appraisal associated with the Springwell site are:

- Planning issues associated with building on open space and former sports fields, and likely objections from members of the public.
- Ground conditions associated with an infilled gravel pit and high water table.

6.5 After the selection of the site a number of different configurations were looked at which included extending the existing school, and building a separate school building, detailed in the report as options A-E.

6.6 Subsequent to developing these options the client then requested that Capita develop a proposal to provide Early Years provision. On initial assessment, this could be located to the front of the existing school building, and should be treated as a discrete project, although developed with thought to the actual school expansion. This will form part of a separate feasibility study, and timescales will need to be agreed with the client.

7.0 Springwell School Site

The existing site at Springwell Special Educational Needs School, which will be expanded to accommodate the predicted increase in school places.



Existing Springwell School site and adjacent football pitch. (Site boundary in red.)
Scale 1:2500



View to south towards two classroom block, the existing school and playground.



View to north west towards the nature trail and tree boundary.



View to south west towards the school and play area.



View from the car par towards the main entrance of the school.

8.0 Old Eastpoint Centre Site

The Old Eastpoint Centre site that was concluded as not being viable for the new school.



Existing Old Eastpoint Centre site and adjacent leisure land. (Corporate portfolio land in yellow, leisure land in green.) Scale 1:2500



View towards the vacant Eastpoint School. (Image capture: Oct 2008; source: Google 2015)



View towards the vacant East Southampton Day Centre. (Image capture: Oct 2008; source: Google 2015)



View in the woodland area.



View from Bursledon Road towards the new Eastpoint Centre and land allocated for energy centre.

9.0 Existing Site Analysis



Sun Path Diagram
Scale 1:5000

- June 21
-Sunrise at 04:51
-Sunset at 21:23
- December 21
-Sunrise at 08:06
-Sunset at 16:02

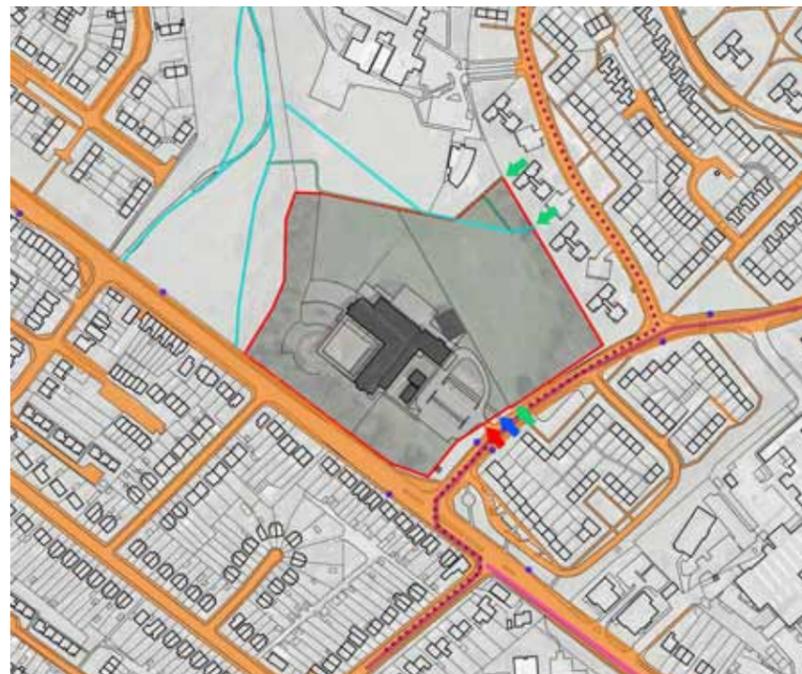


Wind Rose Diagram
Scale 1:5000

- Wind Speed (mph)
- 2-5
 - 5-7
 - 7-10
 - 10-15
 - 15-20
 - 20+

Average Speed 7.1 mph

Generated 24 Apr 2014
Period of Record: 22 Aug 2011
- 23 Apr 2014
(Source: Iowa State University
of Science and Technology)



Access Routes
Scale 1:5000

- Site Boundary
- Entrances:
Main Vehicular Entrance
Main Pedestrian Entrance
Other Pedestrian Entrances
- Adopted Highways
- Paths:
Public Right of Way
Other Paths
- Cycle Routes:
Link Road (Convenient Route for Cyclists)
Commuter Routes
On Road Cycle Facility
- Bus Stops



Site Boundaries, Flooding Risk and Pollution
Scale 1:5000

- Site Boundary
- Vegetation
- 4 Storey Residential Buildings
- Historic Waste
- Surface Water Flooding Risk
- Surface Water Attenuation

10.0 Existing Springwell School

Page 132



11.0 Southampton City Council's Preferred Option E

11.1 After development of a series of options and following consultation with the school, the preferred option is to develop option 'E'.

11.2 However, the highest risk in terms of this option is gaining planning and Sport England Approval. Sport England are a statutory consultee as the playing field has not been in use as a playing field within the last 5 years. Capita have consulted on behalf of the client early in the design process in an attempt to gain Sport England's support for the proposal.

Option Appraisal Parameters	Option E	
	Phase 1	Phase 2
Pedestrian access	4	4
Staff car parking	4	4
Construction access	4	2
Parent drop off	4	4
Community presence	4	4
Retention of existing landscape features	4	3
Surface water drainage	3	3
Foul water drainage	3	3
Ventilation and overheating	3	3
Incoming services	3	3
Foundations	2	2
Site levels	4	4
Planning issues	1	1
Acoustics	3	3
Subtotal	46	43
Total	89	

Option Scoring Matrix Legend	
5	Relatively minor issues to resolve
4	Provides a good solution to issues
3	Issues can be overcome with reasonable technical/design solution
2	Issues can be overcome with costly technical/design solution
1	Issues may not be surmountable

- Gas Pipe
- Water Pipe
- Electrical Supply
- Telecommunications Cable
- BT Underground Distribution Plant
- Buried High Voltage Cable
- Electric Substation
- Sewer
- Broadband
- Existing Surface Water Attenuation
- Surface Water Flooding Risk
- Historic Waste
- Close Tree Line
- Public Right of Way



Option E Site Constraints
Scale 1:1250



Option E Phase 1
Scale 1:2500



Option E Phase 2
Scale 1:2500

- Main Entrance
- Classrooms
- Practical, Music, Movement and Drama
- Learning Resource
- Halls and Dining
- Medical, Therapy and Other Support
- Staff Areas
- Storage
- Toilets and Changing
- Kitchen
- Plant
- Circulation
- Outdoor Classrooms / Play area
- Parking
- Contractor's Site Access

12.0 Costs and Procurement

12.1

12.2

Budget Estimate
Springwell Primary School
Option E - Phase 1

Dated 30th April 2015

Procurement - TBC

GFA = 930m²

Phase 1	Rate	Unit	Total
Demolition	@ £75 /m ²		£0
Budget Nett Rate			
New build	@ £1,825 /m ²	930	£1,697,250
Pre School New Build	@ £0 /m ²		£0
Refurbishment (Light)*	@ £450 /m ²		N/A
Refurbishment (Medium)*	@ £800 /m ²		N/A
Refurbishment (High)*	@ £1,100 /m ²		N/A
			£1,697,250
Contractors Preliminaries		15%	£254,588
Contractors OHP		4.00%	£78,074
			£2,029,912
Risk (design and construction) allowance		10%	£202,991 £2,232,903
Drainage	@ £50 /m ²		£46,500
External works		10%	£169,725
Site Specific Allowances and abnormals			
Ground Contamination			£7,200
Additional Groundwork's for sloping site			£3,600
Uplift for BREEAM excellent	£100 /m ²	930	£93,000
Site Water Attenuation			£9,600
Planning Gain (to Eastpoint)			£12,000
Mains services allowances			£4,800
			£346,425
Contractors Preliminaries		15%	£51,964
Contractors OHP		4.00%	£13,857
			£412,246
Risk (design and construction) allowance		10%	£41,225 £453,471
			£2,686,374
Inflation Notional Allowance for 2nd Phase	5.00% on construction elements		N/A
			£2,686,374
Professional fees - to be advised			£2,686,374 TBC
Allowance for Survey Fees	1%		£26,864
			£2,713,238
TOTAL (Excludes F&E)			£2,713,238
Loose F&E			Excluded
Budget Estimate			£2,713,238 £/m2 2,917

Assumptions

- a. Existing services can be adapted for new development
- b. Prices are at 2Q2015

Exclusions and Risks to be considered

- a Ground conditions
- b Access to building for Client/Contractor, during works
- c Asbestos other than that identified
- d Programme
- e Planning Permission
- f Existing infrastructure can support the project
- g Asbestos above any allowances made in estimate
- i Temporary Accommodation
- j Unforeseen /poor ground conditions
- k Structural surveys
- l Consumables; i.e. paper, books etc
- m Piling - further structural input required

Exclusions (as appropriate)

- a Legal Fees
- b Statutory Fees
- c Finance Costs
- d Value Added Tax
- e Local Authority Planning & Building Regulation Fees
- f Other local Authority Charges and Fees
- g Section 106/278 Agreements
- h Out of Hours Working
- i Temporary Accommodation
- j Unforeseen /poor ground conditions
- k Structural surveys
- l Consumables; i.e. paper, books etc
- m Piling - further structural input required
- n Professional fees
- o Nursery block, staff accommodation, courtyard upgrade and MUGA pitch

Plan drawings used: -

No drawings provided for budget estimate

Budget Estimate
Springwell Primary School
Option E - Phase 2

Dated 30th April 2015

Procurement - TBC

GFA = 2,982m²

Phase 2	Rate	Unit	Total
Demolition	@ £75 /m ²		£0
Budget Nett Rate			
New build	@ £1,825 /m ²	2,982	£5,442,150
Pre School New Build	@ £0 /m ²		£0
Refurbishment (Light)*	@ £450 /m ²		N/A
Refurbishment (Medium)*	@ £800 /m ²		N/A
Refurbishment (High)*	@ £1,100 /m ²		N/A
			£5,442,150
Contractors Preliminaries		15%	£816,323
Contractors OHP		4.00%	£250,339
			£6,508,812
Risk (design and construction) allowance		10%	£650,881 £7,159,693
Drainage	@ £50 /m ²		£149,100
External works (increase allowance to include MUGA pitch and new car park)		10%	£544,215
Site Specific Allowances and abnormals			
Ground Contamination			£22,800
Additional Groundwork's for sloping site			£11,400
Uplift for BREEAM excellent	£100 /m ²	2,982	£298,200
Site Water Attenuation			£30,400
Planning Gain (to Eastpoint)			£38,000
Mains services allowances			£15,200
			£1,109,315
Contractors Preliminaries		15%	£166,397
Contractors OHP		4.00%	£44,373
			£1,320,085
Risk (design and construction) allowance		10%	£132,009 £1,452,094
			£8,611,787
Inflation Notional Allowance for 2nd Phase	5.00% on construction elements		N/A
			£2,721,075
			£554,658
			£163,787
			£8,775,574
Professional fees - to be advised			£8,775,574 TBC
Allowance for Survey Fees	1%		£87,756
			£8,863,330
TOTAL (Excludes F&E)			£8,863,330
Loose F&E			Excluded
Budget Estimate			£8,863,330 £/m2 2,972

Assumptions

- a. Existing services can be adapted for new development
- b. Prices are at 2Q2015

Exclusions and Risks to be considered

- a Ground conditions
- b Access to building for Client/Contractor, during works
- c Asbestos other than that identified
- d Programme
- e Planning Permission
- f Existing infrastructure can support the project
- g Asbestos above any allowances made in estimate
- i Temporary Accommodation
- j Unforeseen /poor ground conditions
- k Structural surveys
- l Consumables; i.e. paper, books etc
- m Piling - further structural input required

Exclusions (as appropriate)

- a Legal Fees
- b Statutory Fees
- c Finance Costs
- d Value Added Tax
- e Local Authority Planning & Building Regulation Fees
- f Other local Authority Charges and Fees
- g Section 106/278 Agreements
- h Out of Hours Working
- i Temporary Accommodation
- j Unforeseen /poor ground conditions
- k Structural surveys
- l Consumables; i.e. paper, books etc
- m Piling - further structural input required
- n Professional fees
- o Nursery block, staff accommodation, courtyard upgrade and MUGA pitch

Plan drawings used: -

No drawings provided for budget estimate

12.0 Costs and Procurement

- 12.1 A full procurement report is available in the appendices, which will require client sign off. Procurement will need to be addressed again during feasibility due to the risk that the client will not gain exemption to both phases 01 and 02, which will affect the timescales shown on the key dates programme.
- 12.2 It is recommended that the same contractor completes both phase 01 and 02 to achieve one point of responsibility and liability.
- 12.3 As programme is the key driver for the procurement method the prime cost contract offers the best programme and most realistic chance of achieving practical completion by July 2016 for phase 1.
Phase 2 completion for July 2017 should be sufficient for a traditional procurement approach.
- 12.4 In order to give the best chance of achieving the programme the design and procurement works need to be commissioned immediately for both phases.
- 12.5 Key dates based on a prime cost procurement listed below for phase one:
- 12.6 Reimbursement / prime cost route
Design complete: October 2015
Tender documentation complete: July 2015
Tender return: August 2015
Tender report: September 2015
Order placed: September 2015
Start on site: October 2015
Practical completion: July 2016
- 12.7 Under the Cost Reimbursement Option D we have assumed that the preliminaries will be approved by SCC legal department without any bespoke contract amendments that could cause delay.

13.0 Consultation with SCC Planners

- 13.1 A meeting with Development Control has taken place, where option E was presented. A formal pre-application advice procedure will be followed, and an application made on completion of the option appraisal. The main items discussed during the meeting included:
- 13.2 We agreed that we would apply for pre-application advice, so that planning can provide formal feedback, as well as continuing with informal consultations.
- 13.3 Development Control will contact and organise consultations with tree officers, ecology, archaeology, highways etc, rather than Capita approaching the officers directly.
- 13.4 Development Control will contact Capita regarding consultations with Sport England, as Sport England consultations need to be coordinated with planning.
- 13.5 It is council policy to retain open space, however other sites around the city have built on open space. This needs to be balanced with council's policy for improvement to education.
- 13.6 The two schools adjacent to the football pitch don't use it. The primary school has their own facilities and Springwell due to the nature of the children who attend don't need a formal full size football pitch. This helps the case for building on it, and should be included in our pre-app information.
- 13.7 The council would usually expect as part of their open spaces policy for replacement open space elsewhere. It was discussed whether improvements to existing open space could count towards this – it's a justification elsewhere in the city.
- 13.8 We talked briefly about old Eastpoint Centre site and confirmed that it is not suitable for refurbishment into a special needs school, and talked generally around whether replacement open space could be located there.
- 13.9 There is currently a requirement to achieve BREEAM excellent on the building, which will increase costs.
- 13.10 There could be a possibility of creating a hybrid application for the first and second phase - full planning application on the first phase and outline on the second phase, whilst the second phase is being developed. RP will confirm.
- 13.11 Capita to check site size, as planning may need to consult with the Environment Agency.

14.0 Consultation with Sport England

- 14.1 Capita Valuations and Estates team have opened negotiations with Sport England.
- 14.2 Sport England do not believe the playing field is exempt due to non-use (5 year rule). They therefore consider that they will be consulted as a Statutory Consultee as part of any planning application process and that they only exception that can be applied is in accordance with the Playing Field policy, E1-E5. Upon consideration of policies E1 to E5 the best approach will be either E1 or E4.
- 14.3 In terms of options:
- 14.4 E1 exception will require a detailed playing field assessment of the catchment area, identifying existing and future needs against provision. We need to discuss whether we recommend this approach. Initial thoughts are that there is probably a shortfall in quality facilities in this locality, given that there are only 2 smallish Primary Schools in the immediate catchment area, and that community/amateur sports groups probably travel elsewhere for facilities.
- 14.5 E4 – consideration needs to be given on how this is addressed and the cost of this. Whilst we are aware of a site being available, the actual replacement facility and who manages are key questions. Any new MUGA or similar would be remote from Springwell and will need to be managed. As SCC do not have this resource, a third party will need to be identified, if Springwell do not want this responsibility. A service contract arrangement will be required with a procurement exercise. There is risk that no-one would want to manage a MUGA which is 'remote' from any other facility. Additionally the identified site has a 1950's secondary school on it, so demolition costs are another factor.
- 14.6 The playing field is actually within the demise of Thornhill Primary School, who had it laid out as sports pitches each year until 2011/2012, when they decided they did not want address dog walkers issues. So, it would appear the field has been in active for 4 years. It is technically within the 'ownership' of Thornhill Primary. Southampton City Council Education team will need to approve the field for Springwell and notify Thornhill Primary accordingly.

15.0 Development of Options A to D

15.1 Options A to D were developed and then the school and client consulted on them. Following this consultation option E was developed and agreed by Southampton City Council that this is the option that should move forward to feasibility stage. The following pages summarise Options A to D.

16.0 Option A

Option Appraisal Parameters	Option A	
	Phase 1	Phase 2
Pedestrian access	3	4
Staff car parking	3	4
Construction access	4	4
Parent drop off	2	4
Community presence	2	4
Retention of existing landscape features	4	3
Surface water drainage	3	2
Foul water drainage	3	2
Ventilation and overheating	3	3
Incoming services	3	3
Foundations	3	2
Site levels	4	3
Planning issues	1	1
Acoustics	3	3
Subtotal	41	42
Total	83	

Option Scoring Matrix Legend	
5	Relatively minor issues to resolve
4	Provides a good solution to issues
3	Issues can be overcome with reasonable technical/design solution
2	Issues can be overcome with costly technical/design solution
1	Issues may not be surmountable

- Gas Pipe
- Water Pipe
- Electrical Supply
- Telecommunications Cable
- BT Underground Distribution Plant
- Buried High Voltage Cable
- Electric Substation
- Sewer
- Broadband
- Existing Surface Water Attenuation
- Surface Water Flooding Risk
- Historic Waste
- Close Tree Line
- Public Right of Way



Option A Site Constraints
Scale 1:1250



Option A Phase 1
Scale 1:2500



Option A Phase 2
Scale 1:2500

- Main Entrance
- Classrooms
- Practical, Music, Movement and Drama
- Learning Resource
- Halls and Dining
- Medical, Therapy and Other Support
- Staff Areas
- Storage
- Toilets and Changing
- Kitchen
- Plant
- Circulation
- Outdoor Classrooms / Play area
- Parking
- Contractor's Site Access

17.0 Option B

Page 140

Option Appraisal Parameters	Option B	
	Phase 1	Phase 2
Pedestrian access	3	3
Staff car parking	3	4
Construction access	2	2
Parent drop off	2	2
Community presence	2	3
Retention of existing landscape features	3	2
Surface water drainage	2	1
Foul water drainage	2	2
Ventilation and overheating	3	3
Incoming services	2	3
Foundations	2	2
Site levels	3	2
Planning issues	4	4
Acoustics	3	3
Subtotal	36	36
Total	72	

Option Scoring Matrix Legend	
5	Relatively minor issues to resolve
4	Provides a good solution to issues
3	Issues can be overcome with reasonable technical/design solution
2	Issues can be overcome with costly technical/design solution
1	Issues may not be surmountable

- Gas Pipe
- Water Pipe
- - - Electrical Supply
- - - Telecommunications Cable
- BT Underground Distribution Plant
- Buried High Voltage Cable
- Electric Substation
- - - Sewer
- Broadband
- Existing Surface Water Attenuation
- Surface Water Flooding Risk
- Historic Waste
- Close Tree Line
- Public Right of Way



Option B Site Constraints
Scale 1:1250



Option B Phase 1
Scale 1:2500



Option B Phase 2
Scale 1:2500

- Main Entrance
- Classrooms
- Practical, Music, Movement and Drama
- Learning Resource
- Halls and Dining
- Medical, Therapy and Other Support
- Staff Areas
- Storage
- Toilets and Changing
- Kitchen
- Plant
- Circulation
- Outdoor Classrooms / Play area
- Parking
- ⋯ Contractor's Site Access

18.0 Option C

Page 142

Option Appraisal Parameters	Option C	
	Phase 1	Phase 2
Pedestrian access	3	4
Staff car parking	3	4
Construction access	2	4
Parent drop off	2	4
Community presence	2	4
Retention of existing landscape features	3	3
Surface water drainage	2	2
Foul water drainage	2	3
Ventilation and overheating	3	3
Incoming services	2	3
Foundations	2	2
Site levels	3	3
Planning issues	4	1
Acoustics	3	3
Subtotal	36	43
Total	79	

Option Scoring Matrix Legend	
5	Relatively minor issues to resolve
4	Provides a good solution to issues
3	Issues can be overcome with reasonable technical/design solution
2	Issues can be overcome with costly technical/design solution
1	Issues may not be surmountable

- Gas Pipe
- Water Pipe
- Electrical Supply
- Telecommunications Cable
- BT Underground Distribution Plant
- Buried High Voltage Cable
- Electric Substation
- Sewer
- Broadband
- Existing Surface Water Attenuation
- Surface Water Flooding Risk
- Historic Waste
- Close Tree Line
- Public Right of Way



Option C Site Constraints
Scale 1:1250



Option C Phase 1
Scale 1:2500



Option C Phase 2
Scale 1:2500

- Main Entrance
- Classrooms
- Practical, Music, Movement and Drama
- Learning Resource
- Halls and Dining
- Medical, Therapy and Other Support
- Staff Areas
- Storage
- Toilets and Changing
- Kitchen
- Plant
- Circulation
- Outdoor Classrooms / Play area
- Parking
- ⋯ Contractor's Site Access

19.0 Option D

Page 144

Option Appraisal Parameters	Option D	
	Phase 1	Phase 2
Pedestrian access	3	3
Staff car parking	3	4
Construction access	4	4
Parent drop off	2	3
Community presence	2	3
Retention of existing landscape features	2	3
Surface water drainage	3	3
Foul water drainage	3	2
Ventilation and overheating	3	3
Incoming services	2	3
Foundations	2	2
Site levels	3	3
Planning issues	2	1
Acoustics	3	3
Subtotal	37	40
Total	77	

Option Scoring Matrix Legend	
5	Relatively minor issues to resolve
4	Provides a good solution to issues
3	Issues can be overcome with reasonable technical/design solution
2	Issues can be overcome with costly technical/design solution
1	Issues may not be surmountable

- Gas Pipe
- Water Pipe
- Electrical Supply
- Telecommunications Cable
- BT Underground Distribution Plant
- Buried High Voltage Cable
- Electric Substation
- Sewer
- Broadband
- Existing Surface Water Attenuation
- Surface Water Flooding Risk
- Historic Waste
- Close Tree Line
- Public Right of Way



Option D Site Constraints
Scale 1:1250



Option D Phase 1
Scale 1:2500



Option D Phase 2
Scale 1:2500

- Main Entrance
- Classrooms
- Practical, Music, Movement and Drama
- Learning Resource
- Halls and Dining
- Medical, Therapy and Other Support
- Staff Areas
- Storage
- Toilets and Changing
- Kitchen
- Plant
- Circulation
- Outdoor Classrooms / Play area
- Parking
- Contractor's Site Access

20.0 Structural Engineer

20.1 Sub-Structure:

20.2 The foundation designs will be effected by any number of the following items identified on site:

- 20.3 1. The new building is currently sited adjacent to the rear of the existing two classroom modular building and retaining wall / embankments. As such, any new foundations may be required to be taken further down to avoid undermining any existing footings or overloading the retaining wall itself.
- 20.4 2. Mature trees along the site boundary. An existing site investigation report has noted high plastic clays on the site which, in accordance with NHBC guidelines, may require deepening of the foundations to account for heave of the clay soils.
- 20.5 3. Historic Site Use. There is a potential that areas of the North playing field were used as both a Gravel pit and also for waste infill. As such, significant depths of contaminated made ground may be present. These may require in-situ remediation measures and either deep traditional foundations or possibly the use of a piled foundation solution incorporating reinforced concrete ground beams.

20.6 Super-Structure:

20.7 There are no significant issues considered at this stage. However it should be noted that with the proposed Phase 1 and Phase 2 works packages, access to the rear of the new Phase 2 buildings will be limited for site traffic due to the existing site levels. Access to the North of the site is likely to be through a single route North of the completed Phase 1 building.

21.0 Mechanical Engineer

21.1 Design Standards:

- British Standards & Codes of Practice
- Building Regulations - Latest Editions
- BREEAM
- Capita Standard Specification for Mechanical Engineering
- Institute of Plumbing - Plumbing Engineering Services Design Guide
- DfE Building Bulletins
- Gas Safe Installation Regulations
- B&ES Standard Specifications/Technical Notes
- Chartered Institution of Building Services Engineers – Guides and Technical Memoranda
- Water Regulations

21.2 Incoming Utility Services:

21.3 Mains Water Supply

21.4 A new mains water metered connection shall be provided from within Hinkler Road to a new water meter at the site boundary. The new incoming main shall be sized to serve the domestic water services for the new school building.

21.5 Natural Gas Supply

21.6 A new mains gas metered connection shall be provided from within Hinkler Road to a new gas meter at the site boundary. The new incoming main shall be sized to serve the new LTHW heating/hot water systems and new catering equipment within the new school building.

21.7 LTHW Heating

21.8 Design Conditions:

- 21.9 External - 4 oC
- Internal 16 - 21 oC (depending on room type)

21.10 Space Heating

21.11 Space heating shall be provided from a piped distributed Low Temperature Hot water (LTHW) heating system. LTHW shall be generated by a set of floor standing/wall hung, gas-fired condensing boilers, located in a ground floor plant room. The Phase 1 building shall be considered to be served via a temporary boiler plant, until the new Plant Room located within Phase 2 is complete.

21.0 Mechanical Engineer

21.12 The low temperature hot water (LTHW) system shall be supplied with water at 80/60 oC.

21.13 LTHW will be distributed as follows:-

- Variable temperature circuit shall serve radiators, radiant panels and underfloor heating.
- Constant temperature circuit shall serve air handling plant.
- Constant temperature circuit shall serve HWS calorifier(s)/plate heat exchangers.

21.14 The variable temperature circuits shall be complete with inverter driven pump sets to maintain constant system head against the action of the thermostatic control.

21.15 The underfloor heating VT circuit shall serve localised pumped manifolds located at various locations throughout the new building. The individual underfloor heating coils serving specific rooms shall be controlled via two port control valves to facilitate specific room temperature control.

21.16 Heat Emitters

21.17 Space heating shall generally be by steel panel wall fixed radiators or ceiling mounted radiant panels with the exception of large open spaces which shall be considered for heating via an underfloor system. Radiators shall be reduced surface temperature style.

21.18 Services Installation

21.19 The mechanical services and distribution shall be arranged to allow a phased connection of the buildings.

21.20 Gas

21.21 The new incoming gas main shall enter the building via the new Plant Room. Within the new school building natural gas shall be distributed from the Plant Room to serve the new Kitchen Area.

21.22 The natural gas supply serving the new Kitchen Area shall be complete with gas shut-off solenoid valve; the service shall also be interlocked with the ventilation plant via a gas safe panel and field controls.

21.23 Flue

21.24 Provision shall be made for an external flue – twin wall stainless steel shall be utilised.

21.25 Boiler Room Ventilation

21.26 Provision of high and low level natural ventilation louvres shall to be provided.

21.27 Domestic Water Services

21.28 Cold Water

21.29 The domestic cold water services shall be mains fed. The new incoming cold water main shall enter the building via the new Plant Room.

21.30 Centralised cold water storage shall be provided and be linked to an automatically controlled variable speed booster set with duty, assist and standby pumps.

21.31 Within the new school building the boosted cold water system shall be distributed at high level from the Plant Room to serve all appliances throughout the new building

21.32 Hot Water

21.33 Hot water shall be generated via centralised high efficiency condensing direct gas fired water heater(s) or via indirect calorifier(s) heated from the main boiler plant.

21.34 The hot water system shall be supplied via the boosted cold water service. Hot water return circulation shall be provided, and outlets for children use and for the disabled shall be provide with thermostatic blending valves (temperature adjusted).

21.35 All sanitary ware shall be installed with shut-off valves and the common toilet areas shall be provided with water leak protection in accordance with BREEAM requirements.

21.36 The new hot water systems shall comply with H & S guidelines to control legionellosis, particularly HSE L8.

21.37 Ventilation Services

21.38 Natural Ventilation

21.39 The classrooms and larger spaces shall generally be naturally ventilated via manually openable windows and proprietary ventilation terminals located within the external façade and flat roof. This combination shall utilise openable windows within the summer/warmer months and external façade terminals during the winter/colder months. This combined ventilation strategy shall be utilised to provide fresh air ventilation, purge ventilation and control of summertime temperatures. These systems shall be controlled through individual room based controllers; each controller shall incorporate both temperature and air quality sensors.

21.40 Mechanical Ventilation

21.41 WC/wet areas shall be provided with ventilation systems to satisfy the requirements of the Building Regulations and it is proposed to provide time clock controlled continuous ventilation.

21.0 Mechanical Engineer

21.42 The WC/Wet areas shall be provided with a dedicated centralised supply and extract plant with high efficiency heat recovery.

21.43 Kitchen Ventilation

21.44 A stainless steel kitchen canopy with supply air incorporated shall be provided. Dedicated supply and extract fans shall be installed to serve the specific Kitchen ventilation requirements.

21.45 Above Ground Drainage

21.46 A single stack system of sanitary pipework shall be installed to serve all appliances and items of mechanical plant requiring a foul water connection to drain.

21.47 A floor gully shall be supplied within the Plant Room for condensate disposal, leakage and wash down.

21.48 Automatic Controls

21.49 The BMS controls system for the new building shall be a fully integrated automatic controls system able to undertake various and comprehensive operational / monitoring functions in order to meet with the requirements of the school, statutory requirements and to provide an energy efficient building. The system shall be capable of raising fault alarms from all plant/equipment.

21.50 LTHW Heating

21.51 School heating shall be controlled via Optimum Start Control (OSC) with early 'off' facility.

21.52 Frost protection to be incorporated for building 'out of hours' protection.

21.53 Weather compensation shall be provided to reduce energy consumption.

21.54 Underfloor heating shall be individually controlled room by room. Circulation pumps will be provided with inverter drives to reduce energy usage.

21.55 Domestic Hot Water.

21.56 Effective control of the calorifiers shall be achieved via 3 port motorised valve on the primary circuit to the plate heater exchanger or via in built controls on the direct gas fired water heater.

21.57 Metering Strategy

21.58 Gas shall be metered utilising secondary check meters for the Plant Room and Kitchen.
Water shall be metered utilising secondary check meters for the Plant Room and Kitchen
The various VT and CT circuits shall be complete with heat meters.

21.59 Additional sub metering shall be supplied to comply with Part L2A and BREEAM requirements.

Ventilation

21.60 Toilet accommodation fans shall be controlled via presence sensors (PIR) and time control.

21.61 The kitchen ventilation shall be manually switched and interlocked with the gas service via solenoid valve and gas safe control system.

21.62

Washroom Water Proximity Shut-Off Valves

21.63 Washroom Areas shall be provided with proximity shut off valves, controlled via occupancy sensor and solenoid valve.

21.64

Hydrotherapy Pool

21.65 The Hydrotherapy Pool shall be supplied complete with a dedicated plant room/area.

21.66 The pool shall be constructed complete with:

- 21.67 • Wall inlets
- Bottom outlets
- Drainage channel
- Circulation pipework
- Balance tank
- Vacuum system

The plant room shall accommodate:

- 21.68 • Water treatment plant
- Filtration plant
- Circulation pumps
- Plate heat exchangers
- Chemical dosing
- Controls systems

22.0 Drainage Engineer

- 22.1 Site Conditions Pertaining to Drainage.
Areas of the school site are known to suffer from regular surface water flooding, resulting in saturated boggy ground conditions and free standing water.
- 22.2 Subject to receipt of the commissioned ground investigation reports, the site identified for development under option E is believed to be outside of these ground conditions.
- 22.3 Anecdotal evidence suggests that the adverse ground conditions are caused by water running off of the playing fields and the area of adjacent woodland, where the water causes the nature trail, woodland, and lower areas of the site to be adversely affected.
- 22.4 To prevent this water causing nuisance to the proposed development, the building and its surroundings shall be constructed so as not to interdict existing flood paths, or to reduce in volume, areas of the existing site used to store flood water above ground.
- 22.5 Soils investigation reports previously conducted on the site identify that the site's high ground water levels and poor soil permeability is unsuited to the use of soakaways. These same findings are anticipated for the area of the site proposed for development.
- 22.6 Surface Water Drainage
Subject to receipt of the necessary consents from Southern Water, it is proposed that surface water from the school buildings are arranged to discharge to the public surface water sewer within Hinkler Road.
- 22.7 As with the existing school, it is proposed that surface water from both phases I and II will be attenuated via the construction of below ground surface water storage cells installed under phase I, complete with a control device sized to achieve the required discharge rate granted by Southern Water.
- 22.8 It is proposed that a petrol interceptor be installed under phase I to serve the carpark and access roads, in order to prevent hydro-carbons (petrol, diesel, engine oil) from vehicles contaminating the site's surface water run-off.
- 22.9 It should be noted that Southern Water classify surface water as being rainwater collected from roofs only, therefore surface water originating from soft and hard landscaping, carparks, playgrounds, and Multi-use games areas cannot be discharged to Southern Waters Sewers without expressed consent from Southern Water. Until this consent is received, the project remains at risk as we have no alternative means of disposing of surface water originating from these areas.
- 22.10 Subject to the findings of the BREEAM assessment, to assist in achieving an "Excellent BREEAM rating" an option remains for a system of rain water harvesting being employed to collect a small percentage of the surface water from the roof of the building for the flushing of WCs, urinals and for the controlled irrigation of landscaping.
- 22.11 Subject to the receipt of the appropriate consents to discharge from Southern Water, it is proposed that
- 22.12 surface water collected by the MUGA be attenuated within the MUGA's sub-base construction, and arranged to drain at an attenuated rate into the public sewer.
- 22.13 Foul Water Drainage
Subject to the receipt of the necessary consents from Southern Water, it is proposed that a new duty/standby pumping station and chamber be installed under phase I to serve both phases of the proposed school. This pumping station will be arranged to discharge foul water via a dedicated pumping main to the public foul water sewer.
- 22.14 To minimise the risk of the drains serving the kitchen becoming obstructed by grease and fats, a below ground grease trap is proposed to serve the new school kitchens
- 22.15 To permit the construction of phase II, the existing 80mm MDPE pumping main serving the existing school's foul water pumping station will require local diversion away from the foot print of the proposed building.
- 22.16 Risks:
- 22.17 Requests for consents have yet to be submitted to Southern Water for foul and surface water connections into the public sewers. Until a favourable consent is granted the provision of suitable drainage to site cannot be assured.
- 22.18 A request for consent has yet to be submitted to Southern Water for the discharge of surface water arising from soft and hard landscaping, carparks, playgrounds, and Multi-use games areas. Until this consent is received the project is at risk of not being able to dispose of large volumes of surface water drainage.

23.0 Electrical Engineer

23.1 Main Electrical Supply

23.2 The existing incoming power supply is fused at 200A. A load monitor was connected on the main supply between the 19th and 23rd January 15 and the highest average current readings were as follows.

23.3 L1 – 79A
L2 – 97A
L3 – 86A

23.4 There is enough power to supply the new Phase 1 teaching block from the existing power supply. When the detailed design is carried out for Phase 2 an analysis will have to be carried to determine whether there is enough power available to supply Phase 2, this will be dependent on the Phase 2 the power requirements.

23.5 Data Fibre Optic Cable

23.6 Springwell School is connected to the SCC school network via a connection to Thornhill Primary School using a fibre optic cable crossing the playing field in a duct between the 2 schools. The exact position of this cable and duct needs to be identified as it may affect the building of Phase 1 but will definitely affect the building of Phase 2. It would better, if possible, terminate the cable in the new school and then connect the new and old schools together using a new cable. This will mean down time for Springwell school whilst this work is being carried out.

24.0 Conclusions

Option Appraisal Parameters	Option A		Option B		Option C		Option D		Option E	
	Phase 1	Phase 2	Phase 1	Phase 2	Phase 1	Phase 2	Phase 1	Phase 2	Phase 1	Phase 2
Pedestrian access	3	4	3	3	3	4	3	3	4	4
Staff car parking	3	4	3	4	3	4	3	4	4	4
Construction access	4	4	2	2	2	4	4	4	4	2
Parent drop off	2	4	2	2	2	4	2	3	4	4
Community presence	2	4	2	3	2	4	2	3	4	4
Retention of existing landscape features	4	3	3	2	3	3	2	3	4	3
Surface water drainage	3	2	2	1	2	2	3	3	3	3
Foul water drainage	3	2	2	2	2	3	3	2	3	3
Ventilation and overheating	3	3	3	3	3	3	3	3	3	3
Incoming services	3	3	2	3	2	3	2	3	3	3
Foundations	3	2	2	2	2	2	2	2	2	2
Site levels	4	3	3	2	3	3	3	3	4	4
Planning issues	1	1	4	4	4	1	2	1	1	1
Acoustics	3	3	3	3	3	3	3	3	3	3
Subtotal	41	42	36	36	36	43	37	40	46	43
Total	83		72		79		77		89	

Option Scoring Matrix Legend	
5	Relatively minor issues to resolve
4	Provides a good solution to issues
3	Issues can be overcome with reasonable technical/design solution
2	Issues can be overcome with costly technical/design solution
1	Issues may not be surmountable

✓ **! Sport England**
! Procurement



Option A



Option B



Option C



Option D



Option E



SPRINGWELL SCHOOL EXPANSION

PROCUREMENT REPORT

FOR SOUTHAMPTON CITY COUNCIL

April 2015

CAPITA SYMONDS

Page 153

Document Control

Capita Document No:		CS/xxxxx	
Status: Final			
	Name	Signature	Date
Prepared By:	Paul Hodder		April 2015
Checked:			
Approved:	Harry Maitland		April 2015

Revision Record

Rev	Date	By	Summary	Checked	Approved

This report, including assumptions and caveats, should be read as a whole so that no part may be taken out of context. Neither the whole nor any part of this report or any reference to it may be included in any published document, circular or statement in any way without written approval of CAPITA SYMONDS. Any Cabinet or further report on this subject should be the subject of consultation with the author in accordance with normal procedures.

INDEX

- 1 Introduction
- 2 Programme
- 3 Procurement
- 4 Conclusion
- 5 Recommendation and Instruction to Proceed

1.0 Introduction

- 1.1 The purpose of this report is to inform the Client, Southampton City Council, on the procurement options available to expand Springwell School to provide 16 new classrooms including associated facilities.
- 1.2 The SCC brief is to appraise the potential to expand the school which requires a phased approach to deliver a minimum 6 new classrooms and associated facilities by September 2016 and a total of 16 new classrooms by September 2017.

2.0 Programme

- 2.1 The objective is to achieve a phased opening in September 2016 and September 2017 for the new school academic year. The works are not yet fully scoped and will depend on cost and budget available.
- 2.2 In order for the building to be ready for the new academic school year, practical completion will be required in July 2016 and July 2017 for the school to have sufficient time to be trained and fit the classrooms out.
- 2.3 Phase 1 start on site date with an approximate 10 month site programme would therefore need to start on site by October 2015. Phase 2 start on site date with an approximate 16 month site programme would need to start on site by April 2016.
- 2.4 Phase 1 start date cannot be achieved by SCC's normal procurement process, therefore alternative procurement routes are examined below with time being the critical element to the procurement route recommendation.
- 2.5 The alternative methods to traditional procurement have focussed on fast tracking procurement methods.
- 2.6 The critical path of the programme will vary with the potential procurement options and degree of fast tracking between design, procurement and construction.

Achieving the earliest start on site will give the earliest completion date and the following pre contract activities are critical path activities whichever procurement route is adopted:

- Production of design drawings and specification
- Preparation of tender documentation including preliminaries and pricing documents

3.0 Procurement Route

3.1 The programme is the highest priority and the scope of works will be adjusted to achieve the best result within the budget and time constraints. The procurement options have been reviewed to achieve September 2016 for phase 1.

3.2 There are a number of options including:-

A Design and tender traditional procurement

B Design and Build

C Remeasurement or approximate / provisional works contract

D Prime Cost reimbursement contract with early appointment of contractor

3.3 Option A – Design and tender traditional procurement

Cost - This offers the greatest degree of cost certainty prior to entering into the construction contract, however the costs are not known for certain until the tenders are returned and this will leave little scope to alter the scope of works without significant programme delay should the cost exceed the budget.

Programme – This method is the slowest pre contract and overall programme as there is no overlap between design and procurement of the Contractor. Therefore practical completion by July 2016 would not be achieved using traditional procurement.

Quality – The completion of the design early in the process and use of traditional management processes allows the workmanship and specification to be clearly defined and understood and should produce a good degree of certainty of the standard of quality.

Risk – Due to the critical nature of the timescale for this project, if a traditional procurement route was chosen then the client would need to investigate a contingency plan for providing temporary accommodation until the phase 1 construction works are complete.

3.4 Option B – Design and Build

Cost – As with traditional procurement route design and build offers cost certainty by having an agreed lump sum contract at commencement of the works. Variations from the brief post contract however can be expensive and difficult to arrange due to not having a full pricing document which would be prepared under traditional procurement.

Programme – This route enables an earlier commencement on site by allowing some overlap with design and construction. Depending on how far the employers requirements are taken the client would have to commit to a concept design early in order for sufficient overlap to save time pre contract. This option would still struggle to meet the programme due to the requirement of agreeing the contract sum and accepting the contractor's proposals before commencing on time.

Quality – The complexity of the works would need expertise which the Contractor could benefit the project with buildability experience during design. The client however has little involvement in design development which may be compromised by the contractor with the quality of their contractor proposals.

Risk – This route means the contractor takes single point responsibility on design and construction, however the contractor taking the risk may compromise either the price or the quality of the building.

3.5 Option C – Remeasurement or approximate / provisional works contract.

Cost – The scope of the works would not be fully known at time of tender and Contractor appointment and provisional sums, approximate quantities and the like would be used as a tender pricing document. The contract sum set at contractor appointment would be used as a target and the scope of the works adjusted during the course of the contract to suit the budget available as costs are firmed up.

Programme – The scope of the works would need to be determined as far as possible for pricing (based on stage D design) on a fixed rate basis to obtain any greater cost certainty advantage over a pure reimbursement contract. There would still therefore need to be a design period and a procurement period though the production of pre contract design and pricing information would be part complete at time of entering into the contract which would give some fast tracking of design, procurement and works on site. There are not significant fast tracking benefits from this method and the reduction in the programme would not be as significant as the prime cost contract.

Quality - The later completion of parts of the design should not affect the quality of workmanship and may allow more time to review specification and have Contractor input into products available, however certainty of quality standard achievable within budget would not be achieved until later in the process.

Risk – The risks of discovery are still present in this method, particularly for elements that have not been fully designed and specified though there is more degree of certainty of cost at point of entering into contract than a prime cost contract. However in an improving Contractors market the tendering contractors will be reluctant to take risks and this may reflect in a higher tender return and less value for money than a prime cost contract.

3.6 Prime Cost reimbursement contract (JCT) with early appointment of Contractor

Cost – Preliminaries and mark ups are priced in competition based on the scope of works known at time of tender. The works are instructed during the course of the contract and the mechanism for reimbursement is a combination of buying work packages from the sub contract market on an open book basis with the selected Contractor and professional team working together and direct labour material and plant costs both with tendered mark ups.

There is a reduced potential for mistakes in this system as the Contractor is more likely to understand the scope of the works and interfaces between the packages are reviewed and due allowances made. The intention would be to scope the works and make Prime Cost Sum Allowances for Sub Contract Packages together with mark up percentages on direct labour materials and plant. The team will work together to obtain best value from the sub contract market throughout the contract. Post contract design team and in particular QS input would be quite extensive under this system and there would be a case for a part time site based QS to record and agree the Contractors records and costs.

Programme – There would still need to be a competitive tender process based on preliminaries and mark up percentages on actual costs however this would be fairly quick with minimal tender documentation required. The procurement process to appoint a Main Contractor can fast track with the design. The design can then fast track with the procurement of the works packages and the construction works on site to optimise programme delivery. This type of contract is often used on completion contracts when a Contractor has become insolvent.

Quality – The later completion of parts of the design should not affect the quality of workmanship and may allow more time to review specification and have Contractor input into products available, however certainty of quality standard achievable within budget would not be achieved until later in the process.

Risk - The risks of discovery are still present in this method, particularly for elements that have not been fully designed and specified. The works need to be fully scoped at tender stage in order to mitigate the risk that the Contractor may ask for additional preliminaries or extension of time due to increased scope.

There is also a risk that the Contractor may exaggerate the resource required to complete the works however this can be mitigated by tendered using lump sum packages for major work elements, monitoring and recording works on site by a part time site QS presence.

These are the only cost risks and in an improving Contractors market the end price may be better by using a low risk contract for the Contractors.

This contract is not a standard SCC contract and there will not be appropriate contract amendments for this form of contract. We would recommend that a JCT standard form of contract without amendments is used as this is recognised as a fair contract and will encourage good tenders. Should SCC want to prepare contract amendments particular to this contract then this may take longer than the normal 3 week period for approval of preliminaries.

4.0 Conclusion

- 4.1 As programme is the key driver for the procurement method the prime cost contract offers the best programme and most realistic chance of achieving practical completion by July 2016 for phase 1.
Phase 2 completion for July 2017 should be sufficient for a traditional procurement approach.
- 4.2 In order to give the best chance of achieving the programme the design and procurement works need to be commissioned immediately for both phases.
- 4.3 Key dates based on a prime cost procurement listed below for phase 1:

Reimbursement / prime cost route

Design complete: October 2015

Tender documentation complete: July 2015

Tender return: August 2015

Tender report: September 2015

Order placed: September 2015

Start on site: October 2015

Practical completion: July 2015

NB Under the Cost Reimbursement Option D we have assumed that the preliminaries will be approved by SCC legal department without any bespoke contract amendments that could cause delay.

We have used a similar approach using the prime cost procurement method for the Oaklands Swimming Pool refurbishment project.

5.0 Recommendation and Instruction to Proceed

- 5.1 The best value would be achieved by the prime cost form of contract which offers the fastest programme for phase 1.
- 5.2 Design and procurement works should be commissioned immediately in order to achieve fastest programme albeit that this may be abortive should the scheme not receive approval to proceed at cabinet.
- 5.3 The city council will require obtaining an exemption to phase 1 for carrying out this procurement route as this does not fall in the 2015 procurement rules.

5.4 Instruction to Proceed for Phase 1

Option 1:	Traditional	<input type="checkbox"/>
Option 2:	Design and Build	<input type="checkbox"/>
Option 3:	Re-measurement Contract	<input type="checkbox"/>
Option 4:	Prime Cost Reimbursement (Recommended)	<input type="checkbox"/>

5.5 Instruction to Proceed for Phase 2

Option 1:	Traditional (Recommended)	<input type="checkbox"/>
Option 2:	Design and Build	<input type="checkbox"/>
Option 3:	Re-measurement Contract	<input type="checkbox"/>
Option 4:	Prime Cost Reimbursement	<input type="checkbox"/>

The Corporate Authority for entering into this is given by the following Cabinet/Council minutes.

.....

Signed

Printed

On behalf of Southampton City Council

Date

Springwell Primary Special Educational Needs School Expansion

Client Brief - Supporting Information
10 April 2015

Rev A

Contents

1. Introduction
 - 1.1 Background
 - 1.2 Property Title and Address
 - 1.3 Project Name
 - 1.4 Budget Holder
 - 1.5 Client Project Manager
 - 1.6 Budget Provision
 - 1.7 Introduction

2. Project Objectives and Critical Timescales
 - 2.1 Short term plan 2016
 - 2.2 Longer term plan 2017
 - 2.3 Contingency plan
 - 2.4 September 2015 Provision
3. Project Design Brief
4. Project Plan
 - 4.1 Development of Accommodation Schedule and Brief
 - 4.2 Investigate Potential Sites for a New School Programme
 - 4.3 Programme
 - 4.4 Development of Option Appraisal
 - 4.5 Provision for Short term solution - 6 classrooms
 - 4.6 Provision for new school
 - 4.7 Development of Option Appraisal
5. The Design team and Surveys/Investigations
 - 5.1 Core Design Team
 - 5.2 Specialist Consultants
 - 5.3 Surveys/Investigations
6. Additional Information

1. Introduction

1.1 Background:

This document supports the Client Initial Outline Brief Document.

1.2 Property Title and Address:

Springwell LD School
Hinkler Road
Southampton

1.3 Project Name:

Primary Special Educational Needs School Expansion

1.4 Budget Holder

Education – Southampton City Council

1.5 Client Project Manager

Maureen Read – Southampton City Council

1.6 Budget Provision

The budget is to be confirmed by the client, and will be refined as the project progresses.

1.7 Introduction

The main drivers for this brief are the predicted need for increasing school places for primary age children (4-11 year olds) with special educational needs within Southampton. The current demand at Springwell School exceeds capacity, and there is a predicted need to increase the school incrementally by 2 classes per year up until 2021, totalling 16 additional classrooms and additional supporting areas.

2. Project Objectives and Critical Timescales

The project objectives include:

2.1 Short Term plan 2016

- 2.1.1 Provision of 6 additional classroom and associated hygiene facilities by 2016 to accommodate 8 children per class.
- 2.1.2 Additional accommodation associated with the 6 classrooms is to be agreed during the option appraisal phase. This may include a shared area, staff room, reception/sick bay, soft play and sensory room.
- 2.1.3 This could be provided either on the current Springwell site as a new build.

2.2 Longer Term Plan 2017

- 2.2.1 To provide a total of 16 new classrooms, each accommodating 8 children.

2.3 To provide associated supporting facilities to create a new build school for Year R and Key Longer Term Plan 2017

- 2.3.1 To provide a total of 16 new classrooms, each accommodating 8 children.
- 2.3.2 To provide associated supporting facilities to create a new build school for Year R and Key Stage One Children.
- 2.3.3 The additional 6 classroom accommodation previously provided could be incorporated into the Special Educational Need's school provision, either as teaching or support spaces. This should be developed on either the existing Springwell site, or the adjacent football pitch.

2.4 Loss of Open Space

- 2.4.1 The area of wooded land to the east of the East Point Centre should be used to negotiate the loss of open space if the football pitch is to be built upon.
- 2.4.2 This area of land is currently within Southampton City Council's Leisure portfolio. Therefore SCC Education will open dialogue with Leisure to ensure they are in agreement with the proposals.

2.5 Contingency Plan

- 2.5.1 Southampton City Council should also be addressing a contingency plan if the provision of a new build 6 classroom block, or new build school within the above timescales proves to be unviable. This should be addressed concurrently to developing the above design.

2.6 September 2015 Provision

- 2.6.1 Southampton City Council will be addressing the need to provide accommodation for the anticipated September 2015 intake, as a separate exercise.

3. Project Design Brief

- 3.1 The new building and school grounds should be designed to comply in the first instance with Building Bulletin 102 – Designing for Disabled Children and Children with Special Educational Needs and achieve statutory compliance.
- 3.2 The accommodation and design should be developed through consultation with key stakeholders, such as:
- Southampton City Council Client Representative
 - Springwell School
 - Capita Design Team, including specialist consultants
 - Southampton City Council Development Control
 - Sport England
 - Southampton City Council Building Control
- 3.3 The new design will require a high need for safety and security. The support spaces need to include sensory rooms, soft play, hydrotherapy and specialist changing areas.
- The generic designation in BB102 that represents a best fit for the needs of the school children is: Range B – Pupils' needs cover a wide range, including moderate or severe learning difficulties, speech, language and communication needs, and ASD. No children have profound and multiple learning difficulties. Some pupils are ambulant, some more active or have behaviour needs but others may have minor physical disabilities. Some may have severe sensory impairment. Support spaces include sensory rooms, soft play, and therapy bases such as speech and language therapy or sensory support. A few children use mobility aids
- 3.4 At the outset of the project a Design Quality Indicator Workshop should be held, by an independent facilitator to help develop the detailed brief.
- 3.5 The Design Quality Indicator (DQI) is a process that enables every aspect of design quality to be assessed at each stage of the construction process, from inception to post occupancy analysis.
- 3.6 DQI empowers stakeholders to be actively involved, through structured workshops and online tools, with construction and design professionals, to set targets against which to review design quality. The workshops are professionally mediated by an accredited DQI Facilitator.
- 3.7 DQI focuses the design and construction team on the needs of the end user as it:
- creates a sense of ownership by engaging users throughout the process;
 - enables feedback and learning for future projects;
 - generates a simple graphic profile that indicates the strengths and weaknesses of a design or existing building;
 - provides an agenda for briefing and design reviews;
 - provides benchmarking information in the form of Facilitator's Reports.

4. The Project Plan

4.1 Development of Accommodation Schedule and Brief

- 4.1.1 Develop accommodation brief based on BB102, and with input from key stakeholders such as the school, Southampton City Council, Development Control and Sport England
- 4.1.2 Hold DQI workshop to inform the project brief and accommodation schedule.

4.2 Investigate Potential Sites for a New School

- 4.2.1 Identify potential sites for new school, and assess key risks associated with each site
- 4.2.2 Carry out option appraisal on selected site or sites – detailed below

4.3 Programme

- 4.3.1 An initial assessment of programme should be carried out for the short term solution and for delivering a complete new school. This should be provided at the outset of the project, and be accompanied by associated risks. This should be updated as the project progresses
- 4.3.2 A detailed master programme should then be developed, including the short term and longer term plan for school delivery. Southampton City Council will provide dates and timescales for items such as cabinet approvals, funding applications etc.

4.4 Development of Option Appraisal

An option appraisal should be carried out that assesses the selected site or sites, in conjunction with providing the additional 6 classroom accommodation for 2016. The option appraisal should include:

- Options on master plan for site, including a single storey and two storey option
- Options showing short term provision and phasing
- Procurement options
- Risks
- Investigation into exemption from procurement procedures for short term provision
- Budget assessment of costs
- Input from key members of the design team and stakeholders

4.5 Provision of Short Term Solution – 6 Classrooms

- 4.5.1 Due to the critical timescales for delivery of the short term option of 6 classrooms, a detailed feasibility study should be commenced into the provision of the 6 classroom accommodation whilst the option appraisal is being completed.
- 4.5.2 The project should then be progressed to PSCON 11-16, for RIBA Stage delivery C-L.

4.6 Provision of New School

Following the option appraisal, the scheme for the new school should then be progressed to a detailed feasibility study. After the feasibility has been completed the scheme should be progressed to PSCON 11-16, for RIBA Stage C-L delivery.

5. The Design Team and Surveys/Investigations

5.1 Core Design Team

5.1.1 The property consultant team will be Capita, One Guildhall Square, Southampton.

5.1.2 The disciplines making up the core design team will comprise:

- Project manager
- Architects
- Structural engineers
- Civil Engineers
- Landscape architects
- Drainage engineers
- Quantity Surveyors
- Mechanical Engineers
- Electrical Engineers
- Thermal modellers

5.1.3 The above consultants will be involved at the appropriate stages of the project. For example, at the option appraisal stage it will be necessary only to involve a selection of the above consultants

5.2 Specialist Consultants

5.2.1 The requirement for specialist consultants will be assessed as the project progresses, and may include:

- Arboriculturists
- Acoustic Engineers
- Fire Engineers
- Breeam assessors
- Ecologists
- Traffic consultants

5.2.2 The Valuation and Estates team will also need to be involved during the site selection stage and provide input into land ownership, easement and covenant issues.

5.2.3 An independent DQI Facilitator should also be appointed by Southampton City Council to facilitate a DQI workshop during the start of the project.

5.3 Surveys/Investigations

5.3.1 The existing information on the selected sites should be reviewed and the need for additional surveys and investigations identified. Additional surveys should be commissioned at an appropriate early stage, and may include:

- Acoustic survey
- Topographical survey
- Ground investigations
- Tree survey

- Ecology surveys
- Flood risk assessments

5.3.2 The need for the above surveys and further surveys/investigation is to be assessed as the project progresses.

6. Additional Information

Following a meeting at Springwell Primary School 26th March 2015, the following items were identified and need to be considered further when developing the brief during option appraisal and feasibility stages:

- The school suggested that the new school could be for Year R and Key Stage 1 intake;
- The new design will need to address parking issues, in terms of parents dropping off and collecting their children, coaches, staff parking etc.;
- There are significant surface water drainage issues and flooding on the current Springwell site;
- Landownership needs to be addressed, for examples easements and covenants and rights of way on existing football pitches and areas of land generally;
- There is a high ratio of staff to children, the school have suggested a ratio of 1:1;
- The school have highlighted that the arrangement of hygiene rooms and WCs work well in the existing school.
- Use of current hall is at its maximum during lunchtime, if the school expands they would need to introduce double sitting of lunches would mean extending lunchtime sessions, and compressing times when the hall can be used for other activities. Children are also collected from the school hall, so if the school was increased in capacity the hall would struggle to accommodate all children during collection times.
- If the school is to expand additional staff space is required, as the school already exceeds capacity in terms of staff.
- There are poor acoustics in the existing classroom building to the east of the school.

Capita Property and Infrastructure Ltd

One Guildhall Square
Above Bar Street
Southampton
Hampshire
SO14 7FP

Tel +44 (0)23 8083 2224
Fax+44 (0)23 8083 2273

**Springwell Expansion
Accommodation Schedule**



Date: 02.04.2015

Revision: 01

Issue date:

RANGE		B			
F.E.		*			
PUPIL PLACES		128			
TYPE OF SPACE	BB102 Notes	Area (m ²)	No. of rooms	Total area (m ²)	Further notes
CLASSROOM/BASES	1				
reception		65	2	130	
KS1 KS2		60	14	840	
PRACTICAL SPACES	2				
art/science/D&T		29	1	29	
food tech		29	1	29	
MUSIC/MOVEMENT/DRAMA	3				
music drama/group room		69	1	69	
LEARNING RESOURCE SPACES					
small group room	4	12	8	96	
library	5	23	1	23	
ICT (class/resource)		23	1	23	
SEN resource base	6	35	1	35	
HALLS & DINING	7				
hall		115	1	115	
dining		143	1	143	
MEDICAL, THERAPY & OTHER SUPPORT					
medical/school nurse's room	8	15	1	15	as 2FE (B)
physiotherapy		30	1	30	as 1.5 FE (D)
therapy/specialist support	9	15	1	15	as 2FE (B)
sensory room/studio	10	24	1	24	as 2FE (B)
hydrotherapy	11	85	1	85	as 1.5 FE (D)
social skill/'home' base	12	46	1	46	ratio increased as FE (A)
soft play		24	1	24	as 2FE (B)
calming room		10	1	10	as 2FE (B)
parents' room		15	1	15	as 2FE (B)
STAFF AREAS					
reception/admin		23	1	23	
head teacher		15	1	15	as 2FE (B)
deputy		10	1	10	
premises manager		10	1	10	
meeting/ training room		29	1	29	
visiting professionals' office		15	1	15	as 2FE (B)
staff room		69	1	69	
staff preparation room		29	1	29	
STORAGE					
coats & bags		3	16	48	
mobility equipment (bays)		5	16	70	as 2FE (B)
classroom resources		4	16	56	as 2FE (B)
art/science/D&T resources		4	1	4	as 2FE (B)
food tech resources		3	1	3	as 2FE (B)
drama/music store		8	1	8	as 2FE (B)
library store		4	1	4	as 2FE (B)
ICT store		4	1	4	as 2FE (B)
SEN resource base store		4	1	4	as 2FE (B)
PE store		12	1	12	
furniture	13	14	1	14	
extended/community use		8	1	8	as 2FE (B)
social skills base		2	2	4	ratio increased as FE (A)
medical/communication aids/equipment		5	1	5	as 2FE (B)
therapy store		4	1	4	as 2FE (B)

oxygen cylinders					
pool store (chemicals)	6	1	6	as 1.5 FE (D)	
visiting professionals' store	2	1	2	as 2FE (B)	
meeting/training store	2	1	2	as 2FE (B)	
equipment store	6	1	6		
admin store	14	4	1	4	as 2FE (B)
central teaching resources	23	1	23		
premises store	9	1	9	as 2FE (B)	
cleaner's store	2	3	6	as 2FE (B)	
general stores	15	10	1	10	as 2FE (B)
external store (PE/play equipment)	12	1	12		
external store (maintenance)	10	1	10	as 2FE (B)	
TOTAL NET AREA			2334		
TOILETS AND CHANGING					
pupil toilets	16	8	16	128	
pupil hygiene	17	15	8	136	
laundry		6	1	6	
pupil changing - hall	18	16	3	48	
pupil changing - pool	19	30	2	60	as 1.5 FE (D)
staff toilets		4	7	28	
disabled toilets	20	4	3	12	
staff change and lockers		15	3	45	
staff change - hall		4	3	12	
staff change - pool		4	3	12	as 1.5 FE (D)
KITCHEN					
kitchen		58	1	58	
servery		12	1	12	
kitchen office		6	1	6	as 2FE (B)
kitchen food store		6	1	6	as 2FE (B)
kitchen refuse store		6	1	6	as 2FE (B)
kitchen cleaner		2	1	2	as 2FE (B)
kitchen toilet change		4	1	4	as 2FE (B)
OTHER					
plant		86	1	86	
pool plant		20	1	20	as 1.5 FE (D)
file server		4	1	4	
circulation % GA	21		25%	766	
partitions % GA			4%	121	
TOTAL NON-NET AREA			1578		
TOTAL GROSS AREA			3912		

Range types:

Range A

Pupils have behaviour, emotional and social difficulties as their main SEN. (Typically there are more boys than girls.) Pupils are mostly ambulant, very active, rarely have physical disabilities but need more personal space for their behaviour needs. There may be outreach programmes with local schools or links with a local pupil referral unit. There is a high need for storage for safety, security and to minimise distractions in class, but items of equipment are less bulky than at other special schools.

Range B

Pupils' needs cover a wide range, including moderate or severe learning difficulties, speech, language and communication needs, and ASD. No children have profound and multiple learning difficulties. Some pupils are ambulant, some are active or have behaviour needs but others may have minor physical disabilities. Some may have severe sensory impairment. Support spaces include sensory rooms, soft play (primary), and therapy bases such as speech and language therapy or sensory support, but no hydrotherapy. A few children use mobility aids.

Range D⁴

Pupils' needs cover a wide range, including moderate or severe learning difficulties, speech, language and communication needs, and severe ASD. More than 50 per cent have profound and multiple learning difficulties. Some pupils are ambulant and active, some may have behaviour needs but others (more than 50 per cent) have significant physical disabilities. Most of the children have sensory impairments and many have multiple disabilities. Support spaces include sensory rooms, soft play (mainly primary), hydrotherapy, physiotherapy and specialist changing rooms. The areas allow for the use and storage of mobility equipment.

4. For schools with less than 50 per cent of pupils with profound and multiple learning difficulties or significant physical difficulties (range C), schedules would be similar to those shown for range D but with marginally less area overall.

BB102 Primary schedule notes Notes:

1. Groups up to 8. Direct access to external area ideally, safety and security issues need careful consideration.
2. Could take place in zoned area of classroom if big enough but consider hygiene and safety.
3. Possible use for breakfast/after-school clubs, maybe sliding folding doors to hall. Range A school use dining room for music/drama.
4. One between two classrooms, average size shown.
5. Separate library or combined with ICT resource below.
6. Timetabled for extra support to small groups e.g. children with PMLD or ASD.
7. Sliding folding doors between gives flexibility.
8. Second room as nurse's room needed if high % PMLD.
9. Depends on children's needs, e.g. speech and language base, VI/HI support.
10. One large or two small spaces.
11. 24m² pool with 2–2.5m wide surround.
12. Two small spaces or one large space e.g. to simulate family living room or for nurture group room, can be used in conjunction with food tech.
13. Tables and chairs to clear hall.
14. Stationery and secure records.
15. Bulk items.
16. Ratio of boys to girls to be considered, especially in type A. May need to be larger if community use.
17. Size depends on layout chosen.
18. Ratio of boys to girls to be considered especially in type A. May need to be larger if community use.
19. Including showers, toilets and lockers.
20. Additional toilets may be required to meet Building Regulations ADM, depending on layout.
21. Includes reception area and secure lobby.

Springwell Expansion
Accommodation Schedule
6 classrooms



Date: 21.04.2015
Revision: 02
Issue date:

RANGE		B			
F.E.		*			
PUPIL PLACES		48			
TYPE OF SPACE	BB102 Notes	Area (m ²)	No. of rooms	Total area (m ²)	Further notes
CLASSROOM/BASES	1				
KS1 KS2		60	6	360	
HALLS AND DINING					
Dining/activity space		120	1	120	divided to 2 classrooms - phase 02
MEDICAL, THERAPY & OTHER SUPPORT					
sensory room/studio	10	24	1	24	as 2FE (B)
soft play		24	1	24	as 2FE (B)
STAFF AREAS					
reception/admin		20	1	20	
staff room		28	1	28	
STORAGE					
coats & bags		2	7	14	
classroom resources		4	7	28	as 2FE (B)
medical/communication aids/equipment		5	1	5	as 2FE (B)
equipment store		5	1	5	
cleaner's store		2	1	2	as 2FE (B)
TOTAL NET AREA				630	
TOILETS AND CHANGING					
pupil toilets	16	8	6	48	
pupil hygiene	17	15	1	15	
laundry		6	1	6	
staff toilets		4	3	12	
OTHER					
plant		32	1	32	
file server		4	1	4	
circulation % GA	21		25%	158	
partitions % GA			4%	25	
TOTAL NON-NET AREA				300	
TOTAL GROSS AREA				930	

Range types:

Range A

Pupils have behaviour, emotional and social difficulties as their main SEN. (Typically there are more boys than girls.) Pupils are mostly ambulant, very active, rarely have physical disabilities but need more personal space for their behaviour needs. There may be outreach programmes with local schools or links with a local pupil referral unit. There is a high need for storage for safety, security and to minimise distractions in class, but items of equipment are less bulky than at other special schools.

Range B

Pupils' needs cover a wide range, including moderate or severe learning difficulties, speech, language and communication needs, and ASD. No children have profound and multiple learning difficulties. Some pupils are ambulant, some are active or have behaviour needs but others may have minor physical disabilities. Some may have severe sensory impairment. Support spaces include sensory rooms, soft play (primary), and therapy bases such as speech and language therapy or sensory support, but no hydrotherapy. A few children use mobility aids.

Range D⁴

Pupils' needs cover a wide range, including moderate or severe learning difficulties, speech, language and communication needs, and severe ASD. More than 50 per cent have profound and multiple learning difficulties. Some pupils are ambulant and active, some may have behaviour needs but others (more than 50 per cent) have significant physical disabilities. Most of the children have sensory impairments and many have multiple disabilities. Support spaces include sensory rooms, soft play (mainly primary), hydrotherapy, physiotherapy and specialist changing rooms. The areas allow for the use and storage of mobility equipment.

4. For schools with less than 50 per cent of pupils with profound and multiple learning difficulties or significant physical difficulties (range C), schedules would be similar to those shown for range D but with marginally less area overall.

BB102 Primary schedule notes Notes:

1. Groups up to 8. Direct access to external area ideally, safety and security issues need careful consideration.
2. Could take place in zoned area of classroom if big enough but consider hygiene and safety.
3. Possible use for breakfast/after-school clubs, maybe sliding folding doors to hall. Range A school use dining room for music/drama.
4. One between two classrooms, average size shown.
5. Separate library or combined with ICT resource below.
6. Timetabled for extra support to small groups e.g. children with PMLD or ASD.
7. Sliding folding doors between gives flexibility.
8. Second room as nurse's room needed if high % PMLD.
9. Depends on children's needs, e.g. speech and language base, VI/HI support.
10. One large or two small spaces.
11. 24m² pool with 2–2.5m wide surround.
12. Two small spaces or one large space e.g. to simulate family living room or for nurture group room, can be used in conjunction with food tech.
13. Tables and chairs to clear hall.
14. Stationery and secure records.
15. Bulk items.
16. Ratio of boys to girls to be considered, especially in type A. May need to be larger if community use.
17. Size depends on layout chosen.
18. Ratio of boys to girls to be considered especially in type A. May need to be larger if community use.
19. Including showers, toilets and lockers.
20. Additional toilets may be required to meet Building Regulations ADM, depending on layout.
21. Includes reception area and secure lobby.



Outline Business Case

Project Title: Springwell Phase 2

Transformation Stream:

Business Area:

Project Sponsor: Jo Cassey

Project Manager/ Lead: Maureen Read

Document Version & Status: Version 3 (DRAFT)

Date: 15 January 2016

Author: Maureen Read

Overview and Document Control

Revision History

Version	Date	Authors	Description of Changes
1	22 Dec 2015	Maureen Read	First Draft
2	6 January 2016	Maureen Read	Amendments/additions following meetings with David Cooper & Tammy Marks
3	15 Jan 2016	Maureen Read	Amendments requested by Principal Education Officer

Distribution

Version	Date	Name	Title
1	10 Dec 2015	Jo Cassey Dave Cuerden	Principal Officer – Education and Early Years Finance Manger
	8 Jan 2016	Nigel Mullen	Business & Account Manager, Property Services
	22 Dec 2015	David Cuerden	Finance Manager
2	22 Dec 2015	Tammy Marks	SEND Project Manager
	22 Dec 2015	David Cooper	Schools Organisation & Strategy Manager
3	14 Jan 2016	Tammy Marks	SEND Project Manager
3	15 Jan 2016	Maureen Read	Project Manager

Approvals

Version	Date	Name	Title

Table of Contents

Overview and Document Control	2
1 Description and Scope of Proposed Change	4
1.1 What is the proposed project?	4
1.2 Why is it required? (Business need)	4
1.3 How does it fit with local and national priorities?	5
1.4 What are the proposed project outcomes and objectives?	7
1.5 Project Scope - who/what will be affected?	9
1.6 Project Exclusions – what won't be covered?.....	9
2 Project Definition	10
2.1 Project Deliverables	10
2.2 Project Tolerances (cost, time and quality).....	10
2.3 Assumptions	12
2.4 Constraints (resources, legal, logistical and other).....	12
2.5 Interfaces and Dependencies	12
3 Options	13
3.1 Options Considered and recommended	13
4 Benefits	15
5 Financial Summary	17
6 Commercial Aspects	19
6.1 Commercial Opportunities	19
6.2 Contract and Procurement Considerations.....	19
7 Impact of Change/ Stakeholders	19
8 Risks and Issues	20
9 High Level Timescales and Project Milestones	21
10 Resources Required to Progress to Full Business Case	21
11 Decision	22
Appendix 1: Southampton Forecast (January 2015) SEND	23
Appendix 2: SFR25-2015_Tables_LA National Statistics	Supporting
Appendix 3: SEND Analysis and Summary of Data Sources	Supporting
Appendix 4: Equality and Safety Impact Statement	25
Appendix 5: SEND Improvement Test	27
Appendix 6: Capita Feasibility Study (Springwell)	Supporting

1 Description and Scope of Proposed Change

1.1 What is the proposed project?

This Business Case seeks funding for the second phase of Springwell Special School redevelopment. On 16th September 2015, Council approved funding for Phase 1 which will provide six additional classrooms, a hall, therapy rooms, reception and staff room. In addition improvements will be made to external play areas and the existing car parks. Design work on this phase is underway and it is expected that a contractor will start in the summer of 2016. When completed, these new classrooms will accommodate the 20 pupils currently based at a temporary site and the 2016 Autumn/winter intake of 35 pupils.

Members at the 16th September 2015 Council meeting requested that further information be brought to them with regards to Phase 2.

Phase 2 will consist of 10 classrooms, a hydrotherapy pool which will be available out of school hours to parents of SEND children, a sensory room, hall, catering kitchen and associated supporting facilities for 128 children.

1.2 Why is it required? (Business need)

We need to significantly increase special school capacity in Southampton to both meet the needs of our children and young people with SEND and to deliver on our statutory duties.

The Children's Data Team have completed a data collection and forecast methodology for SEND pupils (**see Appendix 1**), which gives a clearer picture of where specialist provision is needed in the City. This forecast is based on the local and national trends in January 2014, as well as actual special school places available at this time.

The information provided by the data team has allowed us to update and confirm the findings of the Southampton SEND Expansion and Data Discussion Paper (June 2015) but more work is being carried out by the children's data team to bring this data in line with the rise's we have seen in pupils with Statements or Education, Health and Care Plans (EHCP) since the implementation of the SEND reforms in September 2014, as well as the additional special school places that have been created in the city since this time.

In January 2015 15.4% of pupils in schools in England were identified special educational needs (equating to 1,301,445 pupils). This has been decreasing since 2010 (21.1%) and is a fall of 2.5 percentage points since last year. This decrease is due to a decrease in SEN without a statement or Education, Health and Care (EHC) plan.

2.8% of pupils in schools in England have statements of SEN or an EHC plan (equating to 236,165 pupils). This has remained at 2.8% since 2007.

It is of importance to note that **all** children attending specialist maintained schools require a Statement or EHCP.

On a local level, the "*National statistics on special educational needs in England*" paper (**See appendix 2, table 11A**) reveals an increase from 2.3% (710) of the whole school population as having a Statement or EHCP to 2.5% (790).

The national data collection has not been carried out for January 2016 yet but from our own data reports we are able to ascertain an indicative figure of young people who currently have a Statement or EHCP as approx. 970. This represents a 0.6% increase, rising to 3.1% of the overall school population. This is considered a significant increase on a local level.

Moderate learning difficulty was the most common type of need, 23.8% of pupils with a primary special educational need recorded in January 2015 had this type of need.

Autistic spectrum disorder was the most common need for those with a statement or EHC plan, 24.5% of pupils with a statement or EHC plan in January 2015 had their primary need recorded as this type.

The SCC School Organisation Plan (2014-2024) states that '*over the last 5 years, an average of 1.3 per cent of the City's mainstream school population has attended a Special School in the city.*' **If this proportion is applied to the general rise in the forecast Southampton school population, as well as the significant increase in Statements/EHCP's, the City will see a steep rise in the number of children requiring/parents requesting the specialist support of our Special schools.**

1.3 How does it fit with local and national priorities?

A child or young person has special educational needs if they have a learning difficulty or disability which calls for special educational provision to be made for them.

The SEND Code of Practice 2014 (relating to Part 3 of the Children and Families Act 2014 and associated regulations) see's Statements of Special Educational Needs replaced with Education, Health and Care Plans, which extend the rights for children and young people aged 0-25 with SEND and their parents/carers.

The SEND Code of Practice states that:

“ 9.78 The child’s parent or the young person has the right to request a particular school, college or other institution of the following type to be named in their EHC plan:

- maintained nursery school*
- maintained school and any form of academy or free school (mainstream or special)*
- non-maintained special school*
- further education or sixth form college*
- independent school or independent specialist colleges (where they have been approved for this purpose by the Secretary of State and published in a list available to all parents and young people)*

*9.79 If a child’s parent or a young person makes a request for a particular nursery, school or post-16 institution in these groups the local authority **must** comply with that preference and name the school or college in the EHC plan unless:*

- it would be unsuitable for the age, ability, aptitude or SEN of the child or young person, or*
- the attendance of the child or young person there would be incompatible with the efficient education of others, or the efficient use of resources.”*

In 2015 the Local Authority (LA) maintained EHC (Education, Health and Care) Plans for 790 pupils. 37.5 per cent of these pupils were educated (on-roll) in mainstream schools. 58 per cent were educated at LA maintained special schools (including those on-roll at a special school but educated in Resourced Provision (RP) at a mainstream school). **This represents a 10 per cent increase from the previous year.** 4.5 per cent were educated at non-LA special schools. 4 Pupils (less than 1 per cent) were educated other than at school.

The percentage of Southampton children attending the City's special schools is seeing an upwards trajectory. According to the 2015 DfES SEN2 Survey the number of children in Special Schools as a percentage of the total school population are as follows;

2012 1.26%;

2013 1.29%

2014 1.33%

2015 1.47%

The general increase in the pupil population and the advances in medical science that are enabling children to survive, the increase in EHC Plans and the parental preference for specialist provision means the number of children with special needs and disabilities which affect their ability to learn are forecast to rise.

The total school population is forecast to rise to 34,000 by 2022.

When the figures above are projected forward to 2022, Southampton would see an increase of nearly 800 pupils with SEND (7412 pupils in total). This will put pressure on both mainstream schools (an increase of 724 mainstream SEND places) and special schools.

These numbers may appear relatively small, and indeed this makes them harder to forecast with as much accuracy as the main school forecast, **but the provision of available, suitable SEND school places is under constant pressure.**

Demand for special school places is increasing. If this demand keeps pace with the current forecast for Primary and Secondary places, at least 83+ additional special school places (4-16), are forecast to be required by September 2019.

While the majority of children and young people with SEND continue to attend mainstream schools, there has been resurgence, both nationally and locally, in the parental preference for children to attend special schools. This could well be related to the improvement over the years in the quality of special schools and their continued focus on learning rather than just care.

On a national level, the percentage of pupils with a Statement or EHC plan who are placed in special schools has been increasing in recent years. **(See Appendix 3, page 7 which is available within the 'Supporting Papers' section on the Council's Capital Board Sharepoint site.)**

Comment [RM1]: Tammy, I have been advised by Kerry Sillence that if an Appendix is large, this is the mechanism for Members to view them. This Appendix and mine (No 6) are both large so I have put this reference for both. When the report is sent to Kerry, I will send them as an attachment and she will put them on Sharepoint.

Special schools are not bound by geographical catchment areas but by type and level of need.

A high level forecast of the necessity for places in Southampton based on specific need shows a rise in the number of children with Behavioural, Emotional and Social Difficulties (BESD) and sharp rises in the numbers of children with Severe Learning Difficulties (SLD), Speech, Language and Communication Needs (SLCN) and those with Autistic Spectrum Disorder (ASD). These rises put additional pressure on special school places.

Placement of children in special school only happens (with the exception of a small volume of assessment placements where the young person's needs are very obviously severe and complex) following a statutory Education, Health and Care assessment, or the review of a Statement or EHC Plan. This assessment/review is multi-disciplinary and includes assessments and reports from education (e.g. Schools, Educational Psychologists), Health (e.g. paediatricians, therapists, CAMHS, specialist consultants) and social care (e.g. relevant LA social care teams) who all give an assessment of need and recommend specific provision which will enable a young person to achieve positive outcomes. Whilst maximum inclusion is expected and promoted in mainstream schools; the cognitive, behavioural, environmental, sensory and physical needs of children and young people can mean that mainstream education is simply not an appropriate placement. The suitability for all placements is decided through a SEND multi-agency decision panel, where mainstream education is always considered for appropriateness in the first instance.

1.4 What are the proposed project outcomes and objectives?

The current situation is that SCC does not have sufficient special school places to meet the demand and needs of the SEND population. This has resulted in a significant increase in SEND Tribunal activity, rising from a total of 9 appeals for the period January 14-15 to a total of 24 appeals for the period January 15-16. It is difficult to give an average cost per tribunal but this additional pressure on the SEND and Legal Service' has resulted in the need to recruit a temporary solicitor at the cost of £60k (for 11 months), plus significant levels of LA officer time.

Additionally there has been an increase in independent, high cost placements out of area, due to the lack of capacity within Springwell Special School. In September 2015 3 x independent placements were agreed because we could not offer a suitable place in a maintained special school (Springwell).

There is currently an additional 8 "in year" requests for placements at Springwell, all of which qualify under section 9.79 of the SEND Code of Practice and who can no longer have their needs met in mainstream school due to complexity of conditions. We will be in a position where we **must** offer an independent placement as an alternative to the parental preference, if we are unable to "create" spaces at Springwell Special School. The average cost of an independent placement is currently £60k plus transport cost which stands at approx. £7k per pupil.

The average forecast intake per year at Springwell Special School is 24 x year R pupils, plus 8 x year 1-6 pupils, who have been unable to have their needs met in Southampton mainstream settings.

As a response to demand in the previous two years the number on role at Springwell Special School has been increased. However, it has been impossible to physically accommodate these pupils on the existing Springwell site. An interim solution of temporary accommodation was created at Bassett Green Primary School (2014) at a cost of £110,000 and Startpoint Sholing (2015) at a cost of £110,000. This has created significant capacity demands on management from a school and LA perspective as well as the considerable financial impact.

The current classroom base at Startpoint Sholing is only agreed on a temporary basis and parents have been given assurances that their children will move into the new site as soon as it is ready.

The impact of Phase 1 will be to accommodate those currently in temporary accommodation at Startpoint Sholing, as well as the Year R and year's 1-6 intake for September 2016.

It is of necessity to note that the phase 1 buildings work has become subject to significant delays, meaning that the site will unlikely be in use until April 2017. The impact of this is that we are in a position where we need to find temporary accommodation for up to 48 pupils for 2 terms, resulting in a currently unknown financial impact, as well as additional pressures on the school to manage temporarily located classrooms.

The impact of Phase 2 will be to create the places required at the forecast rate of intake, in response to both local need and the statutory duty to meet parental preference. This will significantly reduce tribunal activity and the need to agree high cost independent placements.

The risk of not agreeing phase two would mean that we significantly limit the intake of new pupils (based on number of leavers) from September 17 onwards which will have huge legal and financial implications. Additionally, phase 1 is designed with the assumption of phase 2 and so is not designed as a standalone build.

The table below shows the current position relating to capacity, the position on completion of phase 1 and the final position on the completion of phase 2.

	Existing Springwell site	Capacity at Phase 1 completion	Capacity at Phase 2 completion (increasing by approx.. 16 per academic year)
On site	80	128	208
Resources provision (offsite)	16	16	16
Temporary classrooms	20	Dependent on progress of/delays to Phase 2	0
Total	116	144	224

1.5 Project Scope - who/what will be affected?

See attached Appendices 4&5 SEND Improvement Test

1.6 Project Exclusions – what won't be covered?

The scope of the project covers all aspects of the [SEND Code of Practice 0-25](#) (January 2015) and of [Building Bulletin 102](#) (Designing for Disabled Children and Children with Special Educational Needs (Guidance for Mainstream and Special Schools)).

2. Project Definition

2.1 Project Deliverables

It is proposed that Phase 2 will consist of 10 class rooms, a hydrotherapy pool which will be available out of school hours to parents of SEND children, a sensory room, hall, catering kitchen and associated supporting facilities for 128 children. There will also be works to provide improved staff and visitor car parking, improving access for school transport together with relevant landscaping.

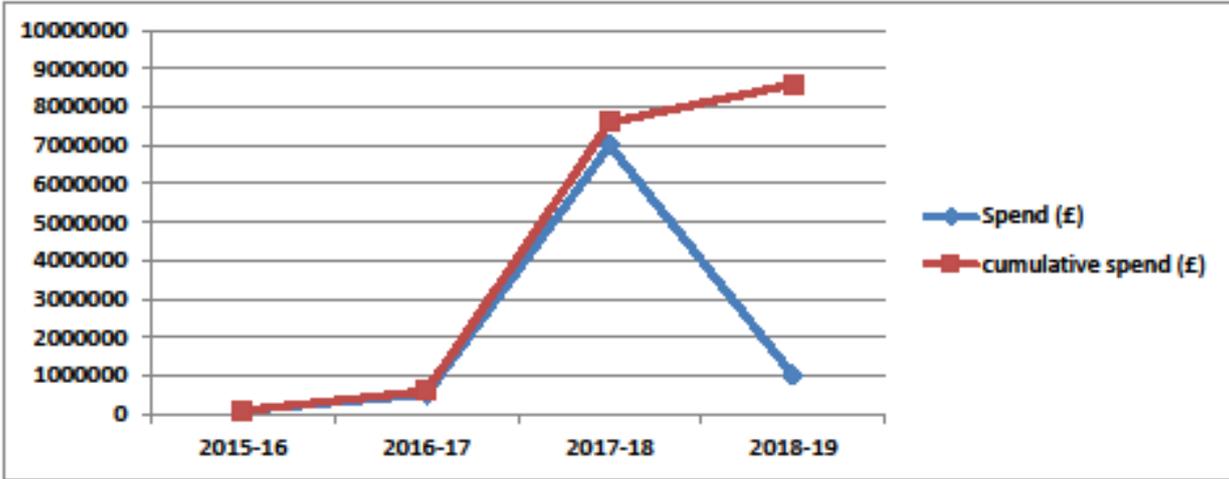
2.2 Project Tolerances (cost, time and quality)

Based on Feasibility Study costs provided by the Quantity Surveyor (Sept 2015. **See Appendix 6 within the Supporting Papers section of the Council's Capital Board Sharepoint site**), capital costs and fees are predicted to be £8.6million. As these are high level estimates and there will be additional costs related to the need

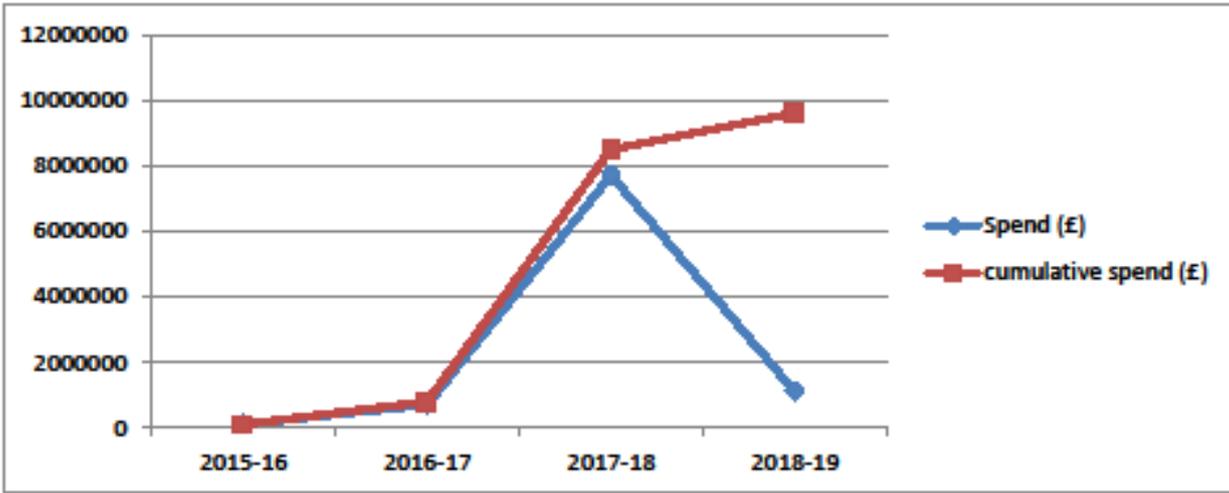
for temporary accommodation and potentially additional surveys such as a Highway Condition Survey and any Planning Conditions, it is suggested that an additional £1million pounds should be added as a contingency. The cost of the project will be spread over four financial years (2015-2019), as outlined below:

Springwell Phase 2 spend profile
Programme based high level breakdown only

Year	2015-16	2016-17	2017-18	2018-19
Spend (£)	90000	510000	7000000	1000000
cumulative spend (£)	90000	600000	7600000	8600000



Year	2015-16	2016-17	2017-18	2018-19
Spend (£)	100000	700000	7700000	1100000
cumulative spend (£)	100000	800000	8500000	9600000



- Start on site April 2017
- Completion summer 2018
- Occupation September 2018
- This building will meet the standards contained in Building Bulletin 102 and BREEAM Excellent as outlined in Council policy.

2.3 Assumptions

- That the project receives Planning Permission
- Council Capital Board approval, followed by Cabinet approval

2.4 Constraints (resources, legal, logistical and other)

- That Sport England raise objections to the proposals
- Zero tender returns
- Budget changes due to tender process

2.5 Interfaces and Dependencies

Initiative or Project	Relationship to the Project	Management Method
Phase 2 Springwell	End user e.g. Springwell School	Regular meetings between the Head Teacher and Business Manager, SCC Officers and Capita
Public consultation	Local residents, local schools and local voluntary agencies	A Public Consultation was held at the school on 28 th October 2015 following the distribution of Information leaflets/invitations to residents in the immediate vicinity, local schools, churches and interested community organisations. It was also advertised through the school network. SCC and Capita produced a visual walk through of the new building, shown on a loop system during the meeting. Large scale plans were also on display and staff members from SCC, Capita and the school showed attendees the drawings and answered questions regarding the project. The meeting was held between 12noon and 3pm during half term and ten people visited during this time. The attendees were made up of local residents and parents. Comment forms were made available for any further questions and 4 people responded via this mechanism. The main concern from residents was regarding traffic issues and everyone was very satisfied with the proposals for resolving these issues. The feedback was very positive with all attendees supporting the proposal. Feedback comments are available from the applicant upon request for review.
Sport England	Statutory Consultee	As it is proposed to build on an area categorised as a Playing Field, an application was lodged with Sport England on 29 May

		2015. Sport England responded on 13 May 2015 indicating that they would object SCC's planning application unless the development proposed replacing all of the playing on a site in close proximity. SCC has already included the provision of a MUGA (Multi-Use Games Area) in the new development.
Capita	Southampton City Council's Strategic Partner	Capita provide the architectural, planning, quantity surveyor and CDN services to SCC for capital building projects. Regular client meetings are held to discuss the project, programme and progress.

3 Options

3.1 Options Considered

Option 1.

Do nothing – do not agree capital to carry out phase 2.

Risks.

This options carry significant **legal, financial** and **reputational** risks.

This option would mean that we have to place children/young people in independent sector special schools (or be ordered by SEND Tribunal), none of which fall within the city's boundaries. The lowest annual cost of such a placement is £60,000 for a child attending as a day pupil (not residential) and the council would also be required to support additional, daily transport costs in addition to the placement cost at approx. £7000 per child/per academic term. The current and estimated size of Year R intake at Springwell is 24 children, equating to an annual revenue placement of £1.68m (24 x £60,000) plus additional transport costs (24x £7000).

Additionally there is an average of 8 years 1-6 children per year requiring a move from mainstream school, to Springwell. This gives an additional annual revenue placement of £536,000 (8 x £60,000) plus additional Transport costs (24 x £7000).

Local Authorities have a duty to provide a school place to all children who require one, having particular regard to securing that special educational provision is made for pupils who have special educational needs. **This option would be failing in this duty.**

Additionally, phase 1 has been designed with the assumption of phase 2. The build is not designed as standalone building, meaning that there would be significant delays created by a redesign. There is a high risk that the schools governing body would pull out of the project. This would leave the 20 pupils currently based in temporary classrooms without appropriate placement, as well as zero capacity for any intake in September 2016, with a significantly reduced intake from September 2017 onwards.

If approval is not given for Phase 2, the fairly significant costs incurred on Capita fees and surveys will have to be paid from a revenue source. SCC is not able to pay fees for an aborted project from a Capital budget.

Option 2.

Direct mainstream primary schools to accept children with high level special needs and to provide ongoing additional revenue support packages to those schools.

Risks

This option carries significant **legal, financial** and **reputational** risks

Whilst some parents can be “re-directed” to mainstream school where it is assessed as appropriate to meet the needs of the child/young person, and indeed well supported in mainstream schools, the parental preference must be given as per section 9.79 of the SEND Code of Practice 2014.

This would also risk challenge from mainstream schools, where children and young people have been assessed to needing specialist provision. The risk of ongoing fixed term exclusions, permanent exclusions and disability discrimination tribunals is significantly increased.

A detailed financial statement of the scale of revenue pressure related to this option has not been prepared but can be undertaken. It is likely to be in the region of **£640,000** per year. This figure is based on an average cost for additional funding per pupil of £20,000 based on the average intake of 32 (24 X Year R's and 8 x Year 1-6's). **An estimate of the cost and reputational risks of significant legal challenges by schools and/or parents is harder to quantify. But we have already seen the number of SEN and Disability Tribunal (SENDIST) cases rising and a significant number of those are requiring us to make placements in independent sector schools as alternatives to local special schools, not placement at mainstream schools.**

Local Authorities have a duty to provide a school place to all children who require one, having particular regard to securing that special educational provision is made for pupils who have special educational needs. **This option would be failing in this duty.**

Option 3 - Recommended option

Phase 2 approval.

Agree capital for phase 2 build of Springwell School extension to include 10 classrooms, a hydrotherapy pool which will be available out of school hours to parents of SEND children, a sensory room, hall, catering kitchen and associated supporting facilities for 128 children.

Risks

Up front financial pressures.

Comment [RM2]: Neither can I comment on the deficit but I hope that finance can make a case as the required expenditure is spread over 3 financial years

Previous options considered at September 2015 Capital Board

Other sites have been considered. For example the former school buildings at Eastpoint were considered as part of an Option Appraisal but rejected due to existing plans for future ownership of the site and income to the authority associated with this. Woodland to the north of Eastpoint was also considered but was not a viable option due to being classed as Open Space.

Comment [MT3]: Can others add some context here? This is clearly going to be the biggest concern but I'm not informed about the deficit enough to be able to give some dialogue here...

Members agreed that alternative options were not viable and agreed to proceed with Phase 1 and requested a further report on Phase 2 proposals.

4 Benefits

4.1 Benefits

The additional places will allow the Local Authority to meet its statutory duty to provide a school place to all children who require one, having particular regard to ensuring that special educational provision is made for pupils who have special educational needs.

It should be noted that Springwell School (rated outstanding by OFSTED) works with primary aged (4-11) children with Moderate and Severe Learning Difficulties, and children with other needs, such as Autistic Spectrum Disorder. Children that have complex needs beyond that which can be met in mainstream schools.

The increase of Special School places will mean that the Local Authority can meet the requirements of children with SEND across the City, responding to the duty that we must comply with parental preference as per 9.79 of the SEND Code of Practice 2014 and adding to the SEND 0-25 Local Offer.

Springwell is a Teaching School and therefore well placed to provide system leadership/school to school support. The school is also responsible for the delivery of specialist outreach support in the city, supporting mainstream schools to meet the needs of children and young people with SEND.

5 Financial Summary

	One Off	Ongoing	Projected Life
Costs			
Revenue Costs		Between £0.4m and £0.5m per annum. Funded from the recurrent Dedicated Schools Grant	
Corporate Overhead			
Capital	£9.6m		
Implementation Resource			
Savings/ Efficiencies			
Net Savings/ Efficiencies			
Savings/ Efficiencies per annum			
Payback (years)			

Comment [RM4]: This has been taken from the Cabinet Report written by Robert Hardy September 2015

Comment [MT5]: Irfan can you confirm?

Comment [MT6]: Does this include any contingency costs e.g. delays meaning we need to pay for alternative accommodation?

Comment [RM7]: Yes, I have explained this in 2.2

Return on Investment			
Funding Streams/ Sources			
Transformation			
Partner (which one)	Southampton City CCG – Discussions have been limited at this stage, however far but a commitment has been given to look at the health impact has been given.		
Service			
Other: Basic Need Grant – this funding is based on the School Capacity Survey which only covers mainstream school. While this is non ring-fenced, the grant covers the cost of places based on BB103 (mainstream provision) at £13,780 per pupil. Basic Need funding would therefore account for £771,680 at these figures. Council will decide how much of this project should be funded from Basic Need against other priorities.			

Comment [MT8]: Irfan can you confirm?

6 Commercial Aspects

6.1 Commercial Opportunities

None

6.2 Contract and Procurement Considerations

Capita having explored the various procurement routes which would be suitable for a project of this nature, taking into account the projected value, contract length and design/construction programme, a traditional procurement route using the JCT Intermediate Building Contract 2011 with Contractor's Design Portion form of Contract would be most appropriate. We would recommend that the Contract be let on a Fixed Price Lump Sum basis with the Contractor's providing their prices based on a Bill of Quantities/Quantified Schedule of Works, Specification and Drawings.

At present, this will be a project that will follow the OJEU Procurement Process as the projected value exceeds the lower threshold for projects having to follow this process.

However, Capita have been exploring alternative methods of procurement in order to shorten the procurement programme and to avoid the lengthy OJEU process, whilst ensuring full compliance with SCC Legal and Procurement requirements.

One such method would be to utilise a framework of Contractors, for example the Southern Construction Framework ((SCF) Other Frameworks are available). This would negate the need to carry out Pre-Qualification Questionnaires and enable us to invite to tender a smaller list of reputable, familiar Contractors which have already passed the suitability assessments and are on the approved list of suppliers. This process would still follow the aforementioned traditional procurement route, and would involve a mini-competition between those on the framework showing an expression of interest in tendering.

7 Impact of Change/Stakeholders

See SEND Improvement Test (**Appendices 4 and 5**)

8 Risks and Issues

Description of Risk/ Issue	Likelihood	Impact	Risk Owner	Actions to Control or Mitigate
<p>Until Phase 2 is completed alternative accommodation has to be found for those children due to enter the school in September 2017 and any new intake. This will amount to approx. 48 pupils. There is an unknown financial implication dependent upon where these children are accommodated and the quantity of Capital works and refurbishment required to meet the standards of Building Bulletin 102 for SEND provision.</p> <p>The recent rise in primary numbers and ongoing rise in secondary numbers means that there is extremely limited capacity remaining in the education estate. To this end it is likely that we will need to look to renting commercial property at a significantly higher cost.</p>	High	Financial, Time (delays significantly adding to financial impact), Reputational.	SCC	<p>Increase in budget to allow for temporary accommodation.</p> <p>Alternative accommodation is being sought.</p>
See Feasibility Study Appendix 6 within the Supporting Papers section of the Council's Capital Board Sharepoint site	Various			

9 High Level Timescales and Project Milestones

Deliverable/ Milestone	Owner	Start Date	End Date
Complete Stage C design	Capita		Feb/early March 2016
Submit Outline Planning Application then discharge of any conditions	Capita	December 2015	May 2016
Business Case for approval to SCC Capital Project Board	SCC	December 2015	January 2016
Procurement process	Capita	September 2016	February 2017
Start on site	Capita	April 2017	April 2018

10 Resources Required to Progress to Full Business Case

11 Decision

This Project Brief was discussed on:	Click here to enter a date.	
The decision taken was:	Approval was given to proceed to Full Business Case	
	Approval has been deferred for further work (see actions below)	
	Project Brief was rejected and NOT APPROVED and not further work may be undertaken	
Any Limitations to the Approval:		
Any actions that need to be undertaken:		
If rejected, reasons why:		
Name and designation of Chair of Board:		

Appendix 1

SEND School Places Forecasting (January 2015)

School	Age Range	Type of Need	Current Capacity	NOR Oct 2015	Forecast Need for Places Jan 2015				
					2015	2016	2017	2018	2019
Springwell School*	4 -11 Primary	SLD/MLD	116	116	112	123	138	146	150
Great Oaks School	11 - 18 Secondary/Post 16	SLD/ MLD	170	175	170	183	188	192	197
Cedar School	3 - 16 All Through	Complex Needs	62	69	65	67	68	68	70
Vermont School	7 - 11 Boys	BESD	28	28	28	28	29	29	30
Polygon School	11 - 16 Boys	BESD	54	43	55	63	64	66	67
Compass School	4 - 16	PRU	80	Varies	Varies				
Rosewood Free School	2-19	PMLD	60	38	48	50	51	53	54

* This forecast does not include the September 2015 agreed increase at Springwell (increase to 128 NOR) and an already agreed NOR of 144 for September 2016. This will be updated by the children's data team but it should be noted that the forecast numbers will be higher than this forecast.

* Includes capacity at co-located facilities in other settings

* Smaller SEND Units exist in Mainstream settings. E.g. Hearing Impaired (HI) units at Tanners Brook Primary School and Redbridge Community School and the ARB (Additional Resource Base) at Bitterne Park School (ASD)

Forecast SEND by Types of Need in by EHC PLAN

		2015	2016	2017	2018	2019
Cognition and Learning						
SpLD	Specific Learning Difficulty	150	155	162	164	168
MLD	Moderate Learning Difficulty	466	481	501	511	522
SLD	Severe Learning Difficulty	138	142	148	151	154
PMLD	Profound and Multiple Learning Difficulty	50	52	54	55	56

Behaviour, Emotional and Social Development	
BESD	Behaviour, Emotional and Social Difficulty
Communication and Interaction	
SLCN	Speech, Language and Communication Needs
ASD	Autistic Spectrum Disorder
Sensory or Physical	
HI	Hearing Impairment
VI	Visual Impairment
MSI	Multi-Sensory Impairment
PD	Physical Disability
Other	
TOTALS	

763	787	821	836	856
403	416	434	442	452
194	200	209	212	217
56	58	61	62	63
28	29	30	31	32
0	0	0	0	0
191	94	98	99	102
91	94	98	99	102
2530	2508	2616	2662	2724

Appendix 4

Equality and Safety Impact Statement

The **public sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be more efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people's needs. The Council's Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with section 17 of the Crime and Disorder Act and will enable the council to better understand the potential impact of the budget proposals and consider mitigating action.

<p>Name or Brief Description of Proposal</p>	<p>Increase in pupil numbers at Springwell (Community Special) School</p>
<p>Brief Service Profile (including number of customers)</p>	<p>Children and Families Service Head of Service – Kim Drake Principal Officer – Education and Early Years – Jo Cassey Provision of support to children and young people including the provision of school places across the City.</p>
<p>Summary of Impact and Issues</p>	<p>If approved, this proposal would expand the number of places at Springwell School. Previously expanded from 112 pupils to 128 pupils on-roll from 1st September, 2015, this expanded Year R and Year 1 from a notional PAN of 16 pupils in each year (2 classes) to 24 pupils in each year (3 classes). From 2016 and beyond the school will have a need to accommodate these numbers in all year groups, expanding the school from 128 pupils to 168 pupils, starting September 2016 and growing year on year until the proposed limit is reached.</p> <p>The additional places will allow the Local Authority to meet its statutory duty to provide a school place to all children who require one, having particular regard to securing that special educational provision is made for pupils who have special educational needs.</p> <p>Should this proposal not be approved the Local Authority would not meet this statutory duty unless it were to expand resourced provision in mainstream schools in the City. However, it should be noted that</p>

	Springwell School works with children with Moderate and Severe Learning Difficulties, and with children with other needs, such as Autistic Spectrum Disorder. Children will have complex needs beyond that which can be met in mainstream schools. It has a Primary age range of 4-11 years of age.
Potential Positive Impacts	<p>More children will be able to access the (Ofsted rated) Outstanding education offered by Springwell School.</p> <p>The increase of Special School places will allow the Local Authority to better meet the requirements of children with SEND across the City, increasing the scope of parental choice and adding to the SEND 0-25 Local Offer.</p>
Responsible Service Manager	Kim Drake
Date	06 January, 2016

Appendix 5

The SEND Improvement Test

Section 39 of the School Organisation Maintained Schools, Annex B: Guidance for Decision Makers (January 2014) states:

In planning and commissioning SEN provision or considering a proposal for change, LAs should aim for a flexible range of provision and support that can respond to the needs of individual pupils and parental preferences. This is favourable to establishing broad categories of provision according to special educational need or disability.

Decision-makers should ensure that proposals:

<p>take account of parental preferences for particular styles of provision or education settings;</p>	<ul style="list-style-type: none"> i) The proposals are to expand provision for children with special educational needs in line with current parental preference in Southampton. ii) The consultations took into account the changing needs for specialist resourced provision in mainstream schools and will lead to improved support for primary aged pupils with special educational needs. iii) The availability of suitable provision would also increase choice for parents and pupils.
<p>take account of any relevant local offer for children and young people with SEN and disabilities and the views expressed on it;</p>	<ul style="list-style-type: none"> i) Southampton is committed to promoting integration between special educational provision, health and social care provision to promote well-being and improve the quality of provision, in line with the SEND Code of Practice 2015. ii) The consultation process has involved all interested parties and will take account of the Local Offer and all views expressed on it.
<p>offer a range of provision to respond to the needs of individual children and young people, taking account of:</p> <p>collaborative arrangements (including between special and mainstream);</p>	<ul style="list-style-type: none"> i) The proposal is intended to allow Springwell Special School to continue to provide a range of provision. ii) The school provides additional provision (Resourced Provision and Co-Located Places) at three mainstream schools in the City. These proposals will allow Springwell School to make best use of those places.
<p>extended school and</p>	<ul style="list-style-type: none"> iii) The Springwell Outreach team supports pupils with

<p>Children’s Centre provision;</p> <p>regional centres (of expertise) and regional and sub-regional provision;</p> <p>out of LA day and residential special provision;</p>	<p>SEND and their teachers and assistants in primary mainstream settings across the City and supports parents via a Family Link Officer.</p> <p>iv) Springwell School is accredited as a National Support School and provides on-going support, advice and training for both special and mainstream schools both within SCC and further afield.</p> <p>v) N/A</p>
<p>take full account of educational considerations, in particular the need to ensure a broad and balanced curriculum, within a learning environment where children can be healthy and stay safe;</p>	<p>i) Springwell Special School was judged to be Outstanding in its last two Ofsted inspections.</p> <p>ii) Expanding provision at Springwell School will provide more pupils with access to a broad and balanced curriculum, differentiated to their specific needs.</p> <p>iii) Following this consultation, any works to expand provision, either at the Springwell School site or under any other option, will take account of Building Bulletin 102: Designing for Disabled Children and Children with SEN (2014).</p>
<p>support the LA’s strategy for making schools and settings more accessible to disabled children and young people and their scheme for promoting equality of opportunity for disabled people;</p>	<p>i) The proposal has due regard to the Southampton City Council policy statement on Disability Equality and to the Children and Families Directorate accessibility strategy.</p> <p>ii) The proposal is intended to promote equality of opportunity for disabled people.</p>
<p>provide access to appropriately trained staff and access to specialist support and advice, so that individual pupils can have the fullest possible opportunities to make progress in their learning and participate in their school and community;</p>	<p>i) The addition of places on-roll at Springwell Special School will provide access to specialist support to more pupils in Southampton.</p>

ensure appropriate provision for 14-19 year-olds; and	i) Springwell Special School is a Primary school (age 4-11) and this proposal will not add provision for 14-19 year-olds.
ensure that appropriate full-time education will be available to all displaced pupils. Their statements of special educational needs must be amended and all parental rights must be ensured.	i) This proposal does not displace any students currently on-roll at the school.
Other interested partners, such as the Health Authority should be involved.	<p>i) Southampton is committed to promoting integration between special educational provision, health and social care provision to promote well-being and improve the quality of provision, in line with the SEND Code of Practice 2014.</p> <p>ii) The consultation process involved all interested parties and took account of all views expressed on it.</p>
Pupils should not be placed long-term or permanently in a Pupil Referral Unit (PRU) if a special school place is what they need.	i) N/A

This page is intentionally left blank

The **public sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be more efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people’s needs. The Council’s Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with section 17 of the Crime and Disorder Act and will enable the council to better understand the potential impact of the budget proposals and consider mitigating action.

Name or Brief Description of Proposal	<u>Springwell Phase 2 expansion</u>
Brief Service Profile (including number of customers)	<u>Phase 2 of the expansion programme is required following the identified need for increased special needs places. The programme will costs the council a total of £9.6M (phased as £0.10M in 2015/16; 0.70M in 2016/17; £7.70M in 29017/18 and £1.17M in 2018/19)</u>
Summary of Impact and Issues	<u>The expansion will enable the city to meet the demand and needs of children/young people with Special Educational Needs and Disability</u>
Potential Positive Impacts	<u>The expansion will enable the city to accommodate the identified need for special school places, contributing towards significant efficiency savings; it will result in less tribunal cases from parents for whom we cannot currently accommodate the needs of their children (average case costs the LA £5-10,000 alongside additional resource requirements of legal and LA officer time); we will not need to place the children in costly out of city placements which require additional transport costs (£0.73M over and above the current budget level for out of city placements0</u>

	<p><u>and are at a higher premium; the costs we are currently incurring in accommodating an existing cohort of children in a temporary arrangement will no longer be required (£0.4M pa until completion).</u></p> <p><u>The additional capacity required for special school places will be located within an existing school that is rated as Outstanding in recent OFSTED inspection.</u></p>
Responsible Service Manager	<u>Nigel Mullen</u>
Date	<u>2.3.16</u>

Approved by Senior Manager	<u>Jo Cassey</u>
Signature	
Date	<u>2.3.16</u>

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	The school will be able to accommodate an additional 28 pupil places for children and young people in Years R to Y6 at primary level	Places for children and young people will be agreed by the LA in discussion with the school based on identified need and complying with statutory requirements
Disability	Those with needs greater than the school are able to provide for will not be able to be accommodated.	Places for all SEND children are agreed by the LA in accordance with our statutory obligations and in discussion with the relevant external partners including health.
Gender Reassignment	n/a	
Marriage and Civil	n/a	

Partnership		
Pregnancy and Maternity	n/a	
Race	n/a	
Religion or Belief	n/a	
Sex	n/a	
Sexual Orientation	n/a	
Community Safety	The building work will impact on the surrounding residential area	All building work will be comply with LA building processes. The LA will work with the school, Governors and parents to mitigate any potential disruption
Poverty	n/a	
Other Significant Impacts	n/a	

This page is intentionally left blank

DECISION-MAKER:	COUNCIL		
SUBJECT:	NEGOTIATION AND AGREEMENT OF A DEVOLUTION DEAL FOR A COMBINED AUTHORITY		
DATE OF DECISION:	16 MARCH 2016		
REPORT OF:	LEADER OF THE COUNCIL		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Denise Edghill	Tel: 023 8083 4095
	E-mail:	Denise.edghill@southampton.gov.uk	
Director	Name:	Dawn Baxendale	Tel: 023 8083 2966
	E-mail:	dawn.baxendale@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
Not applicable	
BRIEF SUMMARY	
<p>In December 2015, Council received a report delegating authority for the Chief Executive, after consultation with the Leader of the Council, to conduct negotiations with the Government and with the other Hampshire and Isle of Wight councils and partners, and to agree a devolution deal for Hampshire and the Isle of Wight (HIOW). The conclusion of a Deal for all HIOW constituent parties of fifteen local authorities, two Local Enterprise Partnerships and two national parks has proved challenging within required the timescales. Therefore, alternative possible local geographies are being considered. Negotiations between the Government and affected public bodies are on-going, and the Leader of the Council will give detail at Council of the geographical area and aspects of the proposed final options(s) and recommended way forward. The Government has advised that the Council must advise their intentions (subject to formal ratification later) by 16th March 2016 whether or not to be a part of any Combined Authority arrangements.</p>	
RECOMMENDATIONS:	
(i)	That following consideration of the updated position as provided at Council on 16 th March 2016 the Council resolves whether in principle to be a party to any Combined Authority arrangements and on what principle terms.
(ii)	Council delegates authority to the Leader of the Council, following consultation with the Chief Executive and Group Leaders, to undertake detailed negotiations with relevant government departments and public bodies in respect of a proposed devolution deal and to agree final terms.

REASONS FOR REPORT RECOMMENDATIONS	
1.	If the Council is to take advantage of the benefits of devolved powers and funding to the area to underpin economic growth and public service transformation, it is important that the Leader of the Council and Chief Executive have the opportunity to continue to work flexibly and quickly with other authorities to conduct negotiations with Government. The Leader, by virtue of the Council's Constitution, has the authority to lead on negotiations on behalf of the Council. This report gives the Chief Executive appropriate delegated powers to work in support of the Leader. This will enable Southampton City Council to shape any deal and take advantage of devolved powers and responsibilities agreed through the deal.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
2.	All options relating to devolution and the potential establishment of a Combined Authority will be considered as this work progresses.
DETAIL (Including consultation carried out)	
3.	The Government expects combinations of authorities to be able to respond at pace to agree the final content a deal document ahead of a deal announcement, which could be at short notice.
4.	The report to Council, December 2015, give an update on the national context to date, the Cities and Local Government Devolution Bill, and progress with the HIOW proposals. The Bill has now received Royal Assent and is now the Cities and Local Government Devolution Act 2016.
5.	Given the difficulty in the fifteen HIOW local authorities, two Local Enterprise Partnerships and two National Parks reaching agreement, alternative options have emerged including a smaller number of local authorities in the Hampshire and Isle of Wight area. All parties, including Government, have recognised the importance of securing a deal at the earliest timescale, in order to maximise the powers, funds and outcomes to the local area. Therefore, detailed negotiations have commenced on the alternative local boundaries.
6.	Negotiations are yet to conclude. However, the following summary proposals are under consideration: <ul style="list-style-type: none"> • A new, directly elected mayor, to act as chair of a newly formed Combined Authority; • A consolidated, integrated devolved transport budget with multi-year settlement; • Responsibility for franchised bus services; • Responsibility for management of a new Key Route Network of roads; • Powers over strategic planning, including a Joint Investment Assets Board; • Control over a thirty year capital allocation to boost growth; • Retention of Business Rates to the local area; • Devolved funds to deliver programmes to support unemployed residents to gain work;

	<ul style="list-style-type: none"> • Devolved 19+ skills funding to the area; • Enterprise, innovation and business support funds; • Flexibility to invest in, and develop innovative approaches to delivering public services.
7.	The current position on the detailed negotiations is ongoing . The Leader of the Council will provide an update on progress at the Council meeting.
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
8.	There are no additional financial implications arising directly from the recommendations contained within this report. Any associated financial implications will be reported as far as is known at Council and in greater detail to a future Council meeting.
<u>Property/Other</u>	
9.	There are no immediate property implications arising from the recommendations contained within this report.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
10.	<p>The existing power to establish a Combined Authority is set out in Section 103 of the Local Democracy, Economic Development and Construction Act 2009 . Changes to the law around Combined Authorities further empowers those seeking to enter into such arrangements. Based on the Cities and Local Government Devolution Act 2016, and the Legislative Reform (Combined Authorities and Economic Prosperity Boards) (England) Order 2015 the changes :</p> <ul style="list-style-type: none"> • Enable local authorities that do not have contiguous boundaries to form Combined Authorities where the Secretary of State considers they can collaborate effectively in specified statutory functions. • Enable Combined Authorities to take on a broad range of functions, including functions which do not currently reside within individual local authorities, but also a range of public authority functions which go beyond those enjoyed by local authorities, and also to transfer property interests to the Combined Authority relating to those functions. • Allow a Mayoral Combined Authority to precept for its funding. • Provide that the consent of relevant local authorities and public bodies is needed in respect of any changes. • Allow for the possibility of an elected mayor for the Combined Authority's area who would exercise specified functions individually and chair the authority. • Provide for the possibility for the mayor additionally to undertake the functions of the Police and Crime Commissioner for the combined authority area (in place of the Police and Crime Commissioner) • Remove the current statutory limitation on functions that can be conferred on a combined authority (currently economic development,

	regeneration and transport)
<u>Other Legal Implications:</u>	
11.	There are no other immediate legal implications arising from the recommendations contained within this report.
POLICY FRAMEWORK IMPLICATIONS	
12.	There are no policy framework implications arising from the recommendations contained within this report.

KEY DECISION?	No
WARDS/COMMUNITIES AFFECTED:	All
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	None
2.	
Documents In Members' Rooms	
1.	None
2.	
Equality Impact Assessment	
Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	No
Privacy Impact Assessment	
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.	No
Other Background Documents	
Equality Impact Assessment and Other Background documents available for inspection at:	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	None
2.	

DECISION-MAKER:	CABINET COUNCIL		
SUBJECT:	AGREEMENT TO PROCURE HEADSTART PROGRAMMES AND TO DELEGATE POWERS TO AWARD THE CONTRACT		
DATE OF DECISION:	15 MARCH 2016 16 MARCH 2016		
REPORT OF:	CABINET MEMBER FOR EDUCATION AND CHILDREN'S SOCIAL CARE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Katy Bartolomeo	Tel: 023 8083 4162
	E-mail:	Katy.bartolomeo@southampton.gov.uk	
Director	Name:	Stephanie Ramsey Kim Drake	Tel: 023 8029 6941
	E-mail:	stephanie.ramsey@southamptoncityccg.nhs.uk kim.drake@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
Confidential Appendix 3 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. The appendix includes information relating to financial or business affairs which, if disclosed prior to entering into a legal contract, could put the Council at a commercial disadvantage.	
BRIEF SUMMARY	
HeadStart is a BIG Lottery funded programme. It is a multi-agency project that aims to improve the mental health and emotional wellbeing of 10-16 year olds who are at risk of developing mental health problems. It has 3 phases: 1) development (complete), 2) pilot delivery (current) and 3) a large bid for between £5 - £10m over 5 years (submission due 26 February 2016). Southampton is 1 of 12 HeadStart areas in England. Only those currently delivering phase 2 are eligible to bid for stage 3. This presents a significant opportunity for the City, with a focus on early intervention and the key principles and proposed outcomes support the Health and Wellbeing Strategy priority of 'Best Start in Life'. In addition, the universal support model will help reduce pressure on acute health and care services in the future, whilst signposting those who need it to more specialist support.	
RECOMMENDATIONS:	
Cabinet	
(i)	Subject to approval by Council to accept the funding in advance, approval is sought to delegate authority to the Director of Quality & Integration to carry out a procurement process for the provision of HeadStart Phase 3 as set out in this report and to enter into contracts in accordance with Contract Procedure Rules; and

	(ii)	Subject to approval by Council to accept the funding in advance, approval is sought to delegate authority to the Director of Quality & Integration following consultation with the relevant cabinet member to decide on the final model of commissioned services and all decision making in relation to this programme.
Council		
	(i)	To approve, in advance, in accordance with Financial Procedure Rules, acceptance of the funding, subject to both the bid being successful and agreement of the final conditions of the grant by the Council's Section 151 Officer.
REASONS FOR REPORT RECOMMENDATIONS		
1.	The successful implementation and delivery of the HeadStart Strategy will improve outcomes for children and young people. Its key principles and proposed outcomes support the Health and Wellbeing Strategy 2013-16 priority of 'Best Start in Life' and take forward the Council Plan priority of prevention and early intervention.	
2.	The universal support model will help reduce pressure on social care and health services in the future whilst signposting those who need it to more specialist support.	
3.	The contracts will support the Council to meet the needs of children, young people and families in Southampton. It will support young people to look after their own health and wellbeing, help to tackle health inequalities and to develop a sustainable approach to early intervention and prevention in schools.	
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED		
4.	None	
DETAIL (Including consultation carried out)		
5.	HeadStart is a BIG Lottery funded programme. It is a multi-agency project that aims to improve the mental health and emotional wellbeing of 10-16 year olds who are at risk of developing mental health problems.	
6.	The case for early intervention is very well documented, it is proven to reap positive social and financial benefits for individuals and society as a whole. Southampton is on a journey to develop an integrated 0-19 prevention and early intervention service offer based around 3 geographical localities which in turn align to the clusters identified in the city's Better Care programme. The HeadStart programme fits perfectly with the early intervention and prevention agenda in Southampton. It provides a huge benefit to the city as it allows us to take this agenda and embed it directly within schools, which would not be possible within existing resources, meaning more limited scope and reach without the HeadStart funding.	
7.	Many schools use their budgets to purchase emotional health and wellbeing support from other sources many of which are not regulated or based on a firm evidence base. HeadStart will develop an approach to targeted support within schools that will be focussed on outcomes and developed by young people for young people. Phase 1 and 2 allowed us to test out models that work best within schools and Phase 3 will allow us to embed these programmes and models and make them sustainable.	

8.	<p>There are almost 60,000 children and young people living in Southampton and we know that one in four are living in poverty. That's 15,000 children and young people whose health, wellbeing and life-long chances are at risk as a result of their social circumstances. One important way of keeping children healthy, happy and improving their success at school is through building mental resilience and emotional wellbeing. The health and wellbeing of children and young people in Southampton is generally worse than the England average, the latest child health profile (2015), showed that Southampton was significantly worse than England for 15 out of 32 indicators.</p>
9.	<p>Vision:</p> <p>‘HeadStart Southampton will increase happiness and mental well-being for children in Southampton. Communities, families and schools will work together to help children to cope with difficulty, and to thrive in life.’</p> <p>Our ambition is that children and young people;</p> <ul style="list-style-type: none"> • Feel happy and supported and thrive; • Are empowered to make good life choices; • Have a sense of belonging; • Are confident and ambitious and can pursue their aspirations; <p>And</p> <ul style="list-style-type: none"> • Everyone in Southampton can talk supportively about mental health; • Communities, schools, parents and children and young people work seamlessly to give children and young people the support they need.
10.	<p>The core focus of our Southampton HeadStart programme will be within the 12 secondary schools, Compass School (PRU) and Polygon (Emotional and Behavioural Difficulties school). The transition programme and Restorative Practice element will include the feeder primary and junior schools that are situated in Southampton, as the transition element of our phase 1 and 2 programme was very successful.</p>
11.	<p>The programme will focus on a universal (whole school) level and also at a more targeted, universal plus level. For the Universal Plus elements three groups of need will be targeted: young people with decreasing educational engagement and attainment, those at risk of entering the youth justice system and those who are experiencing or have experienced domestic abuse. These target groups also reflect local need and priority</p>
12.	<p>The delivery model includes two core elements:</p> <ul style="list-style-type: none"> • <i>Universal</i> - 3 locality teams providing training and capacity building in the workforce. They will help to form a Community of Practice where those working with children and young people are able to share ideas and best practice, and work together to increase opportunities and wellbeing for young people. The locality teams will also be the people ‘on the ground’ co-located in schools. They will be increasing young people’s involvement and supporting identified children and families through the activity elements. • <i>Universal Plus</i> - More targeted help for children, young people and families who are at risk (those living with domestic abuse at home or those who are persistently absent from school or at risk of exclusion or entering the youth justice system). This will include safe places to be and safe places to talk (which includes the digital world). 1:1 counselling in school, community and online and trained adult delivering activities but

	also signposting children and families to activities provided within the community. It will also include commissioning of activities driven by what young people want such as peer to peer mentor support, primary to secondary school transition support, group work for young people and parenting programmes.
13.	The model has been developed following analysis of key information within the city's Joint Strategic Needs Assessment (JNSA) and a programme of engagement with young people and other stakeholders. Details of the key issues and needs identified in the JNSA are attached in Appendix 2.
	Engagement
14.	The phase 3 development is utilising a Theory of Change methodology supported by the Big Lottery via Deloitte and Young Minds 'support and development' consultants. Two 'decision-making' workshops have been held on 13 and 30 November with members of the 0-19 Strategy Group and other key decision-makers. An additional stakeholder event was held on 25 November with existing and potential providers and other interested parties (32 participants) which sense checked our developing model and generated further ideas.
15.	A Children and Young People's Engagement and Participation sub group has been established with support from a Young Minds consultant. HeadStart 'took charge' of the city's second re-launched Youth Forum event on 7 December and 45 young people from 8 schools and 1 college attended. No Limits, Saints Community and the Council have run mental well-being workshops on the key issues of bullying, primary to secondary transition and healthy lifestyles. Further work to test the child's journey through the model continues to be undertaken by the HeadStart young people's 'shadow board', supported by the Council's newly appointed Participation Worker, with children that are vulnerable and/or at potential risk of emerging mental health issues.
16.	Education focused workshops were held on 8 and 25 January 2016, and a session held at the Portwood Teaching Alliance Conference 'Mind the Child' on 22 January 2016. Educationalists and school leaders were able to the model with case studies and clarify the mechanisms to be used to ensure the right children receive the right intervention at the right time within the programme and how this will relate and add value to the wider 'early help' system. This will ensure clear entry and exit routes and step-up / step-down processes to meet and manage demand during the programme.
17.	Continued engagement and co-production events are planned for the coming months and throughout the life of the programme
	Expected Outcomes
18.	The overall expected outcomes from the HeadStart programme are: <ul style="list-style-type: none"> • Interventions targeted at the 'Right time, right person, right place' • Young people are better able to be engaged in activities they enjoy & learn from; • The programme to be quality assured and consistently held to account by young people; • Children have channels through which they can express themselves and feel heard; • Professionals share good practice and ethos.

	<p>This will lead to:</p> <ul style="list-style-type: none"> • Increased school attendance and attainment; • Increased well-being, self-esteem and empathy; • Reduced risky behaviour, reduced bad behaviour; • Less children feel isolated; • Community of practice established and further developed with strong involvement from young people. <p>Therefore children:</p> <ul style="list-style-type: none"> • Feel happy and supported and thrive; • Are empowered to make good life choices; • Have a sense of belonging and interact positively with each other; • Are confident and ambitious and can pursue their aspirations; <p>And:</p> <ul style="list-style-type: none"> • Everyone in Southampton can talk supportively about mental health (it is destigmatised); • Communities, schools, parents & children work together to give children the support they need.
	<p>Next steps/planned actions</p>
19.	<p>The HeadStart Phase 3 bid will be submitted on the 26th February 2016. Partnership Interviews will be held early June with the outcome of the bid known late June. If successful, the Phase 3 programme will begin in August 2016.</p>
20.	<p>Due to the tight timescales the service specifications for the procurement process and key documentation will be finalised prior to the bid decision being known. This will enable procurement to commence as soon as a decision from the Big Lottery is known so that implementation is not delayed and is within the timescales expected from the Big Lottery.</p>
21.	<p>Further engagement with young people will be undertaken and service specifications coproduced. The service will be procured through the usual procurement procedures and within standing orders and the legal framework.</p>
22.	<p>The final model will be commissioned during 2016-17 with the aim of having services fully operational by no later than January 2017.</p>
<p>RESOURCE IMPLICATIONS</p>	
<p><u>Capital/Revenue</u></p>	
23.	<p>Southampton's HeadStart programme bid provides the city with a significant level of investment of up to £10M over 5 years. The learning from and development of the services included within this bid represent a significant invest to save opportunity. The evidenced benefits could include; efficiencies leading to savings/cost avoidance and improved outcomes for Young People. These benefits will be identified through performance monitoring measures throughout the life of the project.</p>
24.	<p>Should the bid be successful the cost of this project will initially be met from the funding received by Big Lottery and matched funding by the Council, within existing General Fund resources. In addition, dependant on the success of pump priming elements of this project, there is potential for Schools to allocate resources to sustain, in the medium to long term, some of the services proposed within the programme. Should the bid be unsuccessful the programme will not have sufficient resources go ahead.</p>

25.	Within this project the expenditure can be categorised as project infrastructure costs and programme costs. The final Southampton bid includes project governance costs of less than 10% which is in line with expectations from Big Lottery. The bid includes therefore up to £9M of additional programme expenditure to be funded from Big Lottery over five years.
26.	It is intended that a significant proportion of the programme spend will be delivered through contractual arrangements with our partner organisations. Accordingly, the contracted outcomes to be achieved by these partners will be subject to a performance monitoring framework to ensure that the overall project aims are on track to be achieved within the allocated budget envelope.
27.	HeadStart phase 3 if successful will result in a substantial boost in the early help available to young people in a variety of settings; school, family, community and in the ever-increasing digital realm which will increase the city's safeguarding capacity. It will add value but not duplicate existing provision and be an inter-dependent programme as part of the wider early help and safeguarding system. See Appendix 3 for total programme budget.
28.	Sustainability is not only a key success indicator for the Big Lottery; it is critical to our plans for long term transformation of the comparative outcomes of our City's children by building the intrinsic resilience and durability of our children and families in the face of both opportunity and challenge. Southampton needs HeadStart to be embedded within the city's context long-term. For these reasons included within the Southampton HeadStart programme is a well-defined and robust sustainability plan that anticipates the continuity of services built on a foundation of alternative recurring funding. However, should it be difficult to secure ongoing alternative funding the sustainability plan also sets out to maximise the long term benefits within existing Council and School resources.
29.	As a school based model it is critical that the schools themselves own the activity, functions and integrity of the HeadStart model. The agreement for schools to receive the programme is on the basis of adding value to existing school funded related services, such as internally delivered inclusion/pastoral support and bought in external services (e.g. Education Welfare Service). Specifically each element of the programme will be fully funded for two years for a school, thereafter with phased contributions and ultimately by the end of the programme becoming self-reliant via schools budgets predominately and/or incorporating evidence based good practice within existing Council contracts.
30.	Our partnership governance structure (please refer to Appendix 4) will underpin this by including key decision-makers and providing links into the wider agendas. Our commissioning leadership of the programme has already made our planning more joined up, and we will seek to solidify the foundations of this approach moving forward. The co-commissioning group has an intelligence led approach with an understanding of the existing relevant funding streams, including current spend against programme activity. Our strategy implementation will need to demonstrate evidence based interventions measured against key milestones to be able to shift funds to HeadStart activity.
31.	Possible future sustainable delivery model options are being explored and a Lottery funded consultant workshop was held on 26 January 2016 with contracts and procurement management. A subsequent options appraisal exercise will recommend two best fit delivery models for the Council, schools, health and key voluntary community sector organisations to consider to oversee delivery of the HeadStart programme following initial start-up and activity delivery of phase 3.

	This model will maximise potential to deliver both systems change and sustainability not only for HeadStart but moving forward across a range of preventative approaches. This would firmly embed the preventative principles we are looking to build into our HeadStart programme.
<u>Property/Other</u>	
32.	None.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
33.	S.1 Localism Act 2011 allows a Council to do anything that an ordinary person may do subject to complying with the conditions and restrictions set out in S1(2) of the Act. There are no conditions or provisions that would restrict or prevent the proposals in the report going forward subject to compliance with the Council's normal Constitutional procedures and regulations.
<u>Other Legal Implications:</u>	
34.	None
POLICY FRAMEWORK IMPLICATIONS	
35.	Southampton HeadStart vision of increasing happiness and mental wellbeing from children and young people reflects the commitments that both the city and the council have already made in a range of strategies. It supports the city's strategic vision: 'Southampton – City of opportunity where everyone thrives'. The Headstart strategy will be embedded into our strategic framework, and work alongside existing strategies, policies and delivery plans to support our commitment to giving children and young people a good start in life.
36.	The Southampton City Strategy has been developed in partnership with our key strategic partners across the city. The strategy sets out the vision for our city and is delivered by Southampton Connect which has representatives from a range of organisations, including education, police, health, voluntary sector and local businesses. One of the strategies key priorities is 'healthier and safer communities', and that includes commitments to making sure that children and young people have a better start in life, feel safe and secure and have improved health and wellbeing. The strategy is underpinned by cross cutting themes, and one of which includes improving mental health.
37.	In addition, the Southampton City Council Strategy sets out the Council's priorities. This includes priorities relation to prevention and early intervention and protecting vulnerable people. The council is committed to providing good outcomes for children and young people in the city.
38.	Our Health and Wellbeing Strategy has a focus on children and young people's physical and mental health. The Council is updating the Health and Wellbeing Strategy this year, and the Health and Well Being Board considered the HeadStart strategy on 27 January 2016 and spent some time thinking through the plans for sustainability, and agreed to ensure that this is recognised and supported, particularly in how they describe longer term priorities in the next Health and Wellbeing Strategy.

KEY DECISION?	Yes	
WARDS/COMMUNITIES AFFECTED:	All	
<u>SUPPORTING DOCUMENTATION</u>		
Appendices		
1.	HeadStart Model	
2.	Key issues and needs for children and young people's wellbeing	
3.	CONFIDENTIAL - Total programme budget	
4.	Governance Structure	
Documents In Members' Rooms		
1.	Full HeadStart Strategy and implementation plan	
Equality and Safety Impact Assessment		
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.		No
Privacy Impact Assessment		
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.		No
Other Background Documents		
Other Background documents available for inspection at:		
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	

Our Vision

HeadStart will increase happiness and mental wellbeing for children in Southampton. Communities, families and schools will work together to help children to cope with difficulty, and to thrive in life.

Our ambition is that children and young people

- Feel happy and supported and thrive
- Are empowered to make good life choices
- Have a sense of belonging
- Are confident and ambitious and can pursue their aspirations

And....

- Everyone in Southampton can talk supportively about mental health
- Communities, schools, parents & CYP work seamlessly to give CYP the support they need



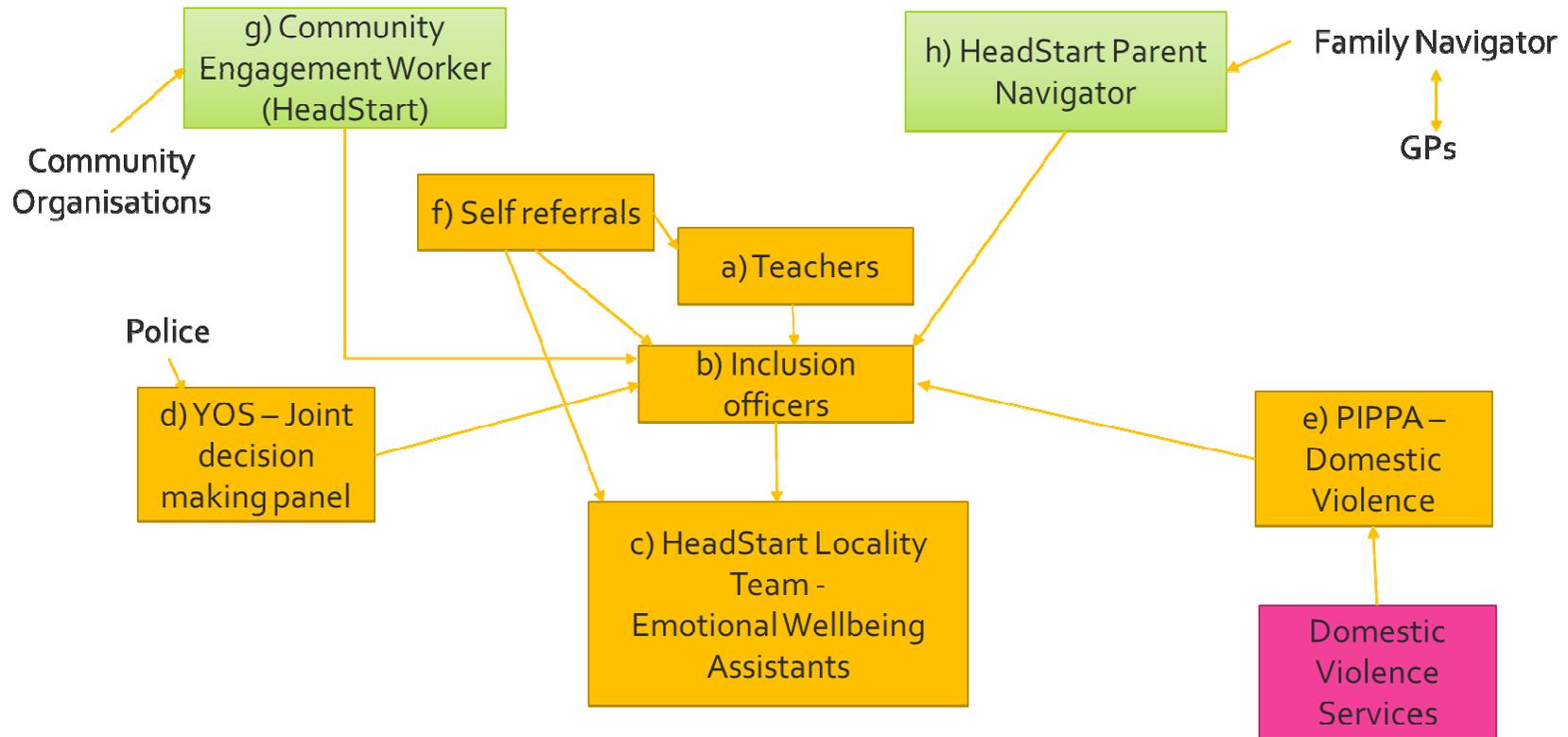
Overarching outcome: Children feel happy, supported and thrive

What is HeadStart Southampton going to do?

What is HeadStart Southampton going to do?	
Universal	
<p>1. Whole School Approach to Mental Wellbeing & Resilience</p> <p>a) Academic Resilience Framework b) Restorative Practice</p> <ul style="list-style-type: none"> Workforce development for adults in school and community – Community of Practice All secondary schools use Academic Resilience Framework to identify strengths & gaps for children Restorative Practice principals & language are used to engage in positive conversations and give children continuity from Primary to Secondary school 	
<p>2. Anti-stigma campaign and raising awareness</p> <ul style="list-style-type: none"> Co-produced awareness campaign on mental health and anti-stigma, plus promotion of the HeadStart programme Children feel able to talk without stigma and judgement whilst adults feel confident to talk to CYP about mental health Everyone and especially young people know how they can get involved in HeadStart 	<p>3. Emotional Wellbeing Development</p> <ul style="list-style-type: none"> Children are empowered with knowledge about mental health via the PSHE curriculum and know where to go for help Adults (parents, school staff and community) are empowered with knowledge and skills about their own and children's emotional wellbeing and resilience
<p>HeadStart Southampton referral tool Universal Plus criteria met</p>	
Universal Plus	
<p>4. Safe Places to Talk</p> <p>1:1 counselling in school, online and in the community enabling CYP can talk about worries to qualified counsellor within a confidential, convenient environment</p>	<p>5. Safe places to be involved</p> <p>a) Safe places in school to participate, have fun, make friends, relax and find talents</p> <p>b) Safe places in the community (positive, diversionary activities) delivered by trusted adults, trained in emotional wellbeing</p>
<p>6. Peer to peer support</p> <p>Older students support younger students. A caring, supportive network & informal 'community of practice' amongst young people is developed</p>	
<p>7. Transition support</p> <p>Transition programmes to support vulnerable CYP with Peer Mentors having a key role, enable vulnerable children to feel settled, familiar & have friends before starting secondary school with support continuing into Year 7</p>	
<p>8. Group work to support Parents</p> <p>Parent's courses to help parents; develop confidence and self-esteem, increase parenting skills, building own resilience and self-management, topic specific groups e.g. DV and youth offending.</p>	<p>9. Group work to support Children and young people</p> <p>Specialist group work to help children; develop confidence and self-esteem, build their own resilience and self-management and topic specific groups e.g. exhibiting disruptive behaviour and/or those living with domestic abuse</p>

For who?
<ul style="list-style-type: none"> Children & young people aged 10-16 years In all Southampton Secondary Schools With a focus on aged 11-14 years (school years 8 and 9) <p>Children identified by professionals, themselves or by friends/family as needing help and support 'to cope' and thus displaying behaviours and feelings associated with reduced emotional well-being or potential risk of emerging mental health problems.</p> <p>The HeadStart toolkit will be used to focus on reaching children at risk who:</p> <ul style="list-style-type: none"> Have decreasing educational engagement or attainment Are potential first time entrants into the Youth Offending Service Are living with current or historic domestic abuse

Referral Routes



Page 233

Model Key

Yellow Boxes – Core referral routes in to HeadStart

Green Boxes – Secondary referral routes from HeadStart core team

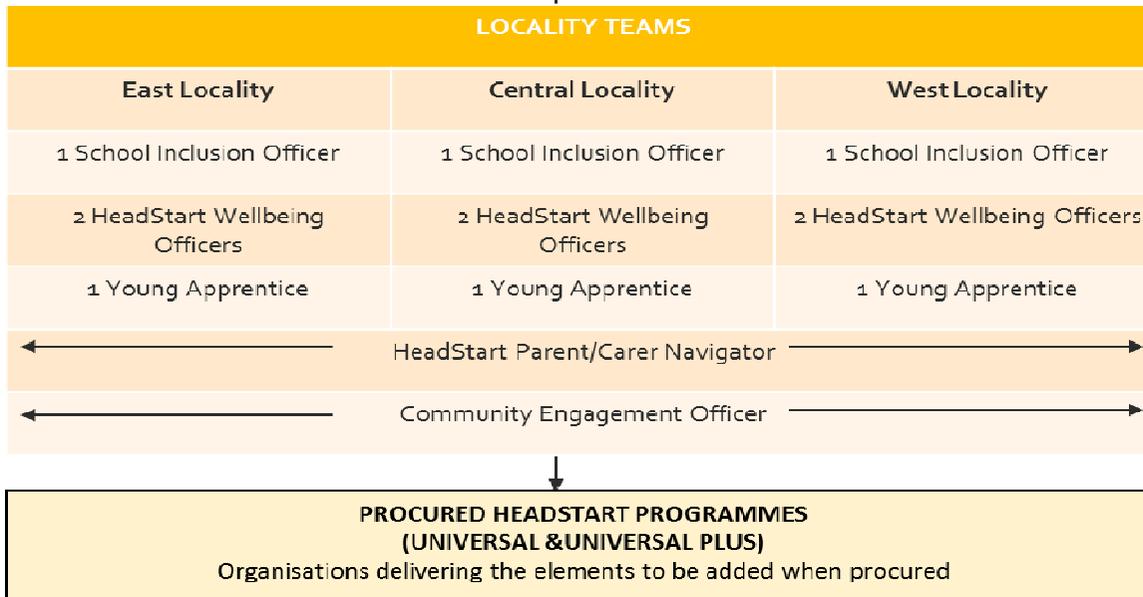
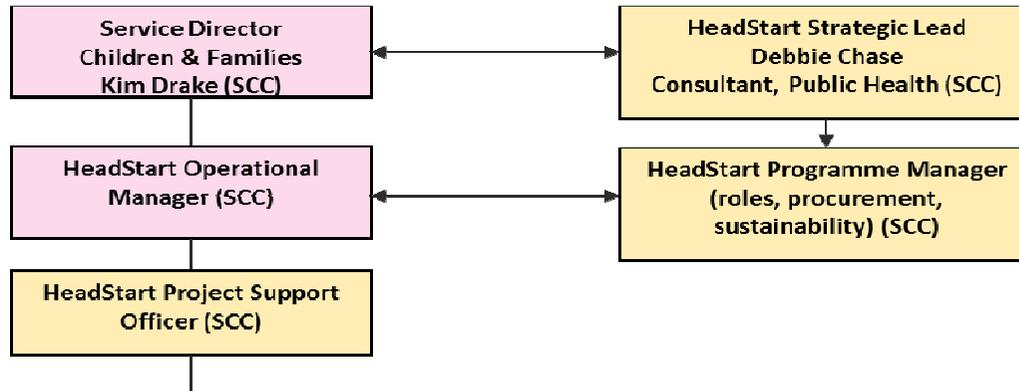
Pink box – Service outside of HeadStart

Key Elements

Screening is undertaken by the Inclusion Officers in each school, using the screening tool

Criteria – must fulfil one of the following 1) persistently absent or disengaged from school, 2) Living with or have lived with domestic violence and abuse, 3) demonstrating offending or anti-social behaviour

How the locality teams will work



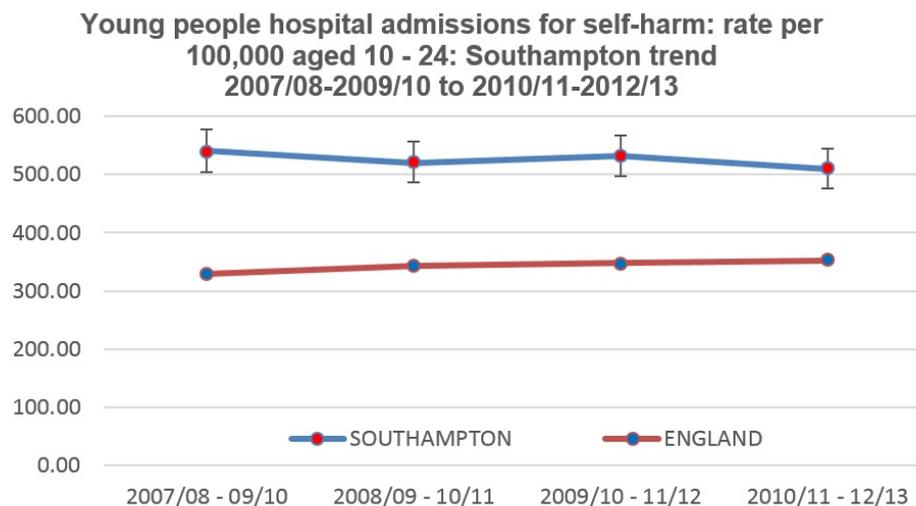
KEY ISSUES AND NEEDS FOR CHILDREN AND YOUNG PEOPLE'S WELLBEING

Our City's Joint Strategic Needs Assessment ([JSNA](#)) shows that nearly 5,500 of our children and young people have mental health problems, two thirds with conduct disorders. The estimated need for children with moderately severe problems requiring attention from professionals trained in mental health (Tier 2) is 3,590 children and young people.

- Evidence suggests that resilience in early life helps to protect against risky behaviour, improve academic results, develop skills to increase employability, increase mental wellbeing and enable quicker and better recovery from illness.
- Mental resilience is the capability to 'bounce back' from adverse experiences, and succeed despite adversity. Exposure to risk factors is more likely to lead to vulnerability, whereas protective factors lead to increased resilience.
- Taking action on well-being and resilience can reduce costs in other areas e.g. reducing truancy can produce a saving of £1,318 per year per child, and reducing exclusion can save £9,748 in public value benefits, 89% of which goes to local authorities.

The directly age standardised hospital admission rate as a result of self-harm for children aged 10 to 24 years in Southampton is 400.9 per 100,000 (2012/13). This is significantly higher than England, and has remained similar from 2007/08 to 2012/13. Crude rates of hospital admissions are shown in figure 1 below.

Figure 1:



Source: PHE Children's and Young People's Mental Health and Wellbeing Profile

Southampton has recently analysed the numbers being seen by the Deliberate Safe Harm (DSH) team in the emergency department but also those seen within the 'one stop shop' service provided by the voluntary organisation 'No Limits'. Figures 2 and 3 are from the DSH team and show that females are presenting to the ED more than males and that 64% are presenting with a medication overdose.

Figures 4-7 are from No Limits and show that the peak age of attending their clinics/drop-in sessions is 14-15 years old (fig 4) but that the frequency (amount of times attended) increases with age, with the 21-24 year olds attending around 50 times a year compared to 10-20 times for 14-15 year olds (fig 5).

Figure 6 looks at ethnicity and frequency of access. The data seems to show that young people of Asian, black, East Asian and mixed race descent are attending significantly less than young people of white descent. This highlights a need to look more in to the outcomes for different young people. Finally figure 7 looks at the postcodes of those attending and highlights the differences across the city and the continued need to undertake in-depth needs analysis of the different cluster areas.

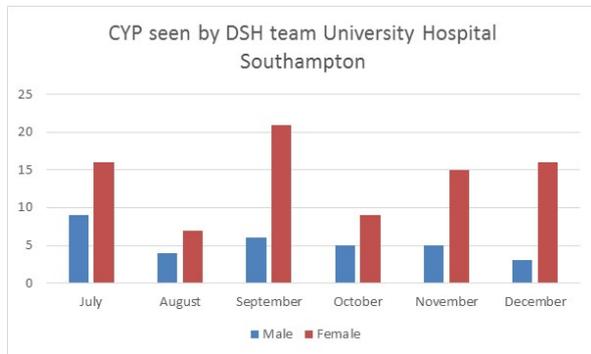


Fig 2

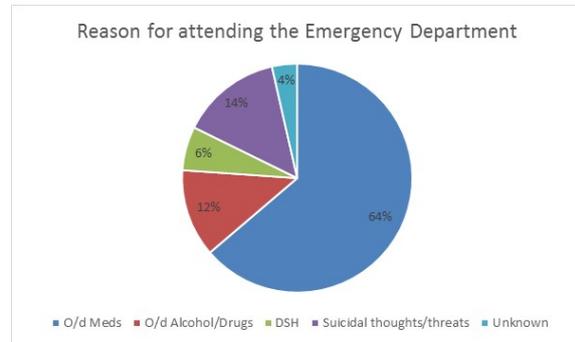


Fig 3



Fig 4

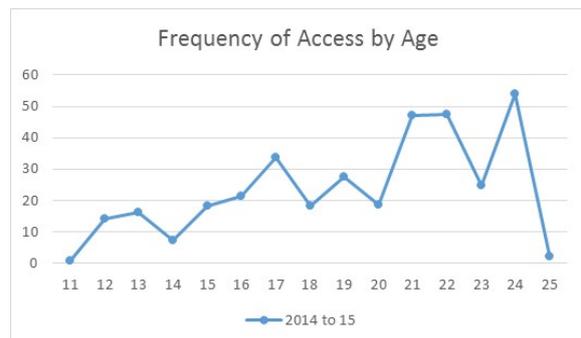


Fig 5

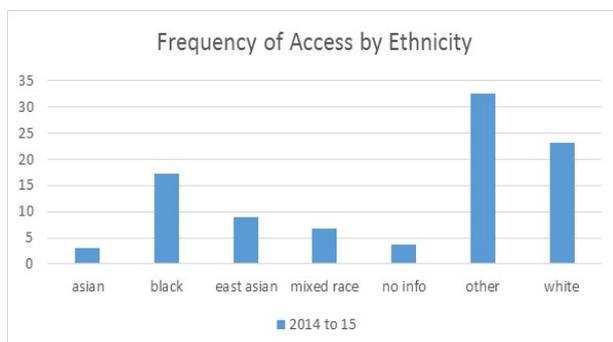


Fig 6

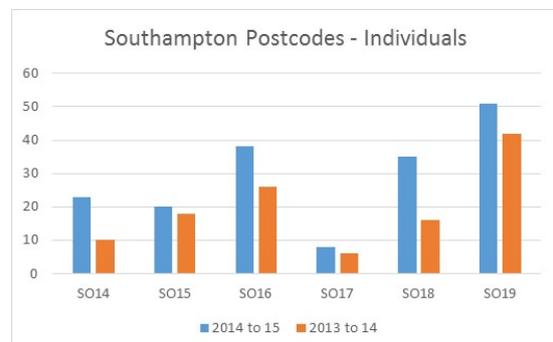


Fig 7

Within our child health profile, Southampton is significantly worse than England for 11 of the 32 indicators, this includes a high rate of looked after children, teenage pregnancy and

hospital admissions for mental health conditions (see [CHIMAT](#) website for more information).

We also know that it is important to prevent the development and accumulation of ill-health at the earliest stage possible. Some 50% of adult mental illness (excluding dementia) starts before age 15, and 75% by age 18. Children and young people from the poorest households are three times more likely to have a mental health problem than those growing up in better-off homes. Furthermore, mental health problems in childhood and adolescence in the UK result in increased costs of between £11,030 and £59,130 per child annually.

20% of children have a mental health problem in any given year at any time. Our local data shows a particular increase in related issues such as post school attendance and exclusions and youth offending peaking in the school years of 8 and 9 (age 12 to 14). Both national and local evidence also highlights a specific point of anxiety for children and young people is in the transition from primary to secondary school (year 6 to 7; age 10 to 12). This transition period was also identified by children and young people as a priority issue and the pupil survey in Southampton 2012 found year 9 and 11 as peak for pupils who worry.

HeadStart needs analysis maps a series of indicators across school, lower super output area (very small geographical areas) and wards. The indicators used include; special educational needs; indicators of deprivation using child indicators, pupil premium data, ethnicity, prior attainment, attendance, late for school, persistent absence, exclusions, Ofsted judgement, safeguarding, youth offending, crime, pupil referral attendees, CAMHs referrals. A weighting was given to some indicators where they reflect more accurate mental health and well-being e.g. SEN, CAMHs. The data was then aggregated geographically and ranked by level of collective need.

This data shows a broad range of needs spread across the City with specific areas evidencing substantially higher needs. The difference across secondary schools in terms of collective needs is much less pronounced than primary schools.

Needs analysis has evidenced that overall the HeadStart target population is;

- Children and young people aged 10 to 16 years.
- Primary (age 10-11) and secondary school pupils, with a particular focus on years 8 and 9 (age 12-14).
- Children making the transition (year 6 to year 7) between primary school and secondary school.
- All children living in Southampton and/or attending Southampton Schools (aged 10 to 16) with greater focus on CYP living in areas or attending school where there are the highest levels of needs.

Priority focus will be on reaching children who:

- Are persistently absent, missing or disengaged from school.
- Children living with or have lived with domestic violence and abuse.
- Children demonstrating offending or anti-social behaviour and/or whose behaviour puts them at risk of exclusion and/or family crisis.
- Children identified themselves, professionals, or by friends/family as needing help and support 'to cope' and thus displaying behaviours and feelings associated with reduced emotional well-being or potential risk of emerging mental health problems.

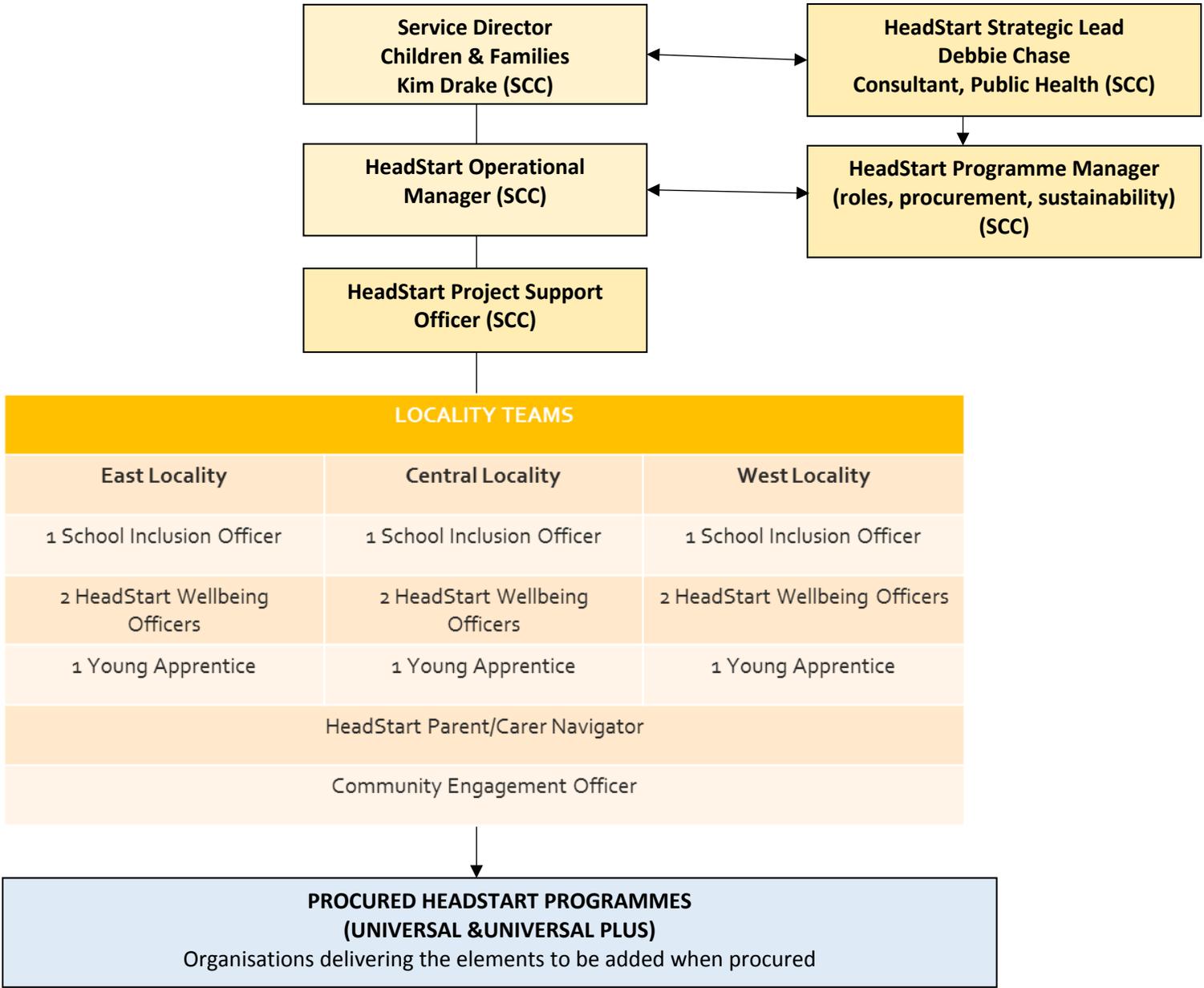
Headstart will operate on a locality basis with joined up multi-agency provision in 3 areas / 6 clusters. Some provision or elements of the programme will be targeted to identified levels

and type of need. This could reach some (but not all) primary schools with particularly high levels of need.

Outcomes will be monitored using the baseline data gathered for the needs analysis.

Document is Confidential

This page is intentionally left blank



This page is intentionally left blank

Document is Confidential

This page is intentionally left blank

Document is Confidential

This page is intentionally left blank

Document is Confidential

This page is intentionally left blank

Document is Confidential

This page is intentionally left blank

Document is Confidential

This page is intentionally left blank

Document is Confidential

This page is intentionally left blank