

Public Document Pack

Cabinet

Tuesday, 16th July, 2019
at 4.30 pm

PLEASE NOTE TIME OF MEETING

Council Chamber - Civic Centre

This meeting is open to the public

Members

Leader – Councillor Hammond
Adult Care - Councillor Fielker
Aspiration, Children & Lifelong Learning –
Councillor Paffey
Healthier and Safer City – Councillor Shields
Resources - Councillor Barnes-Andrews
Green City & Environment – Councillor Leggett
Homes & Culture - Councillor Kaur
Place and Transport - Councillor Rayment

(QUORUM – 3)

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BACKGROUND AND RELEVANT INFORMATION

The Role of the Executive

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

The Forward Plan

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

Implementation of Decisions

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

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

Use of Social Media

The Council supports the video or audio recording of meetings open to the public, for either live or subsequent broadcast. However, if, in the Chair’s opinion, a person filming or recording a meeting or taking photographs is interrupting proceedings or causing a disturbance, under the Council’s Standing Orders the person can be ordered to stop their activity, or to leave the meeting.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and or/training purposes. The meeting may be recorded by the press or members of the public. Any person or organisation filming, recording or broadcasting any meeting of the Council is responsible for any claims or other liability resulting from them doing so. Details of the Council’s Guidance on the recording of meetings is available on the Council’s website.

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

- Southampton has strong and sustainable economic growth
- Children and young people get a good start in life

Executive Functions

The specific functions for which the Cabinet and individual Cabinet Members are responsible are contained in Part 3 of the Council’s Constitution. Copies of the Constitution are available on request or from the City Council website, www.southampton.gov.uk

Key Decisions

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

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

Procedure / Public Representations

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

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

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

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

Municipal Year Dates (Tuesdays)

2019	2020
18 June	21 January
16 July	11 February
20 August	18 February (Budget)
17 September	17 March
15 October	21 April
19 November	
17 December	

- People in Southampton live safe, healthy, independent lives
- Southampton is an attractive modern City, where people are proud to live and work

CONDUCT OF MEETING

TERMS OF REFERENCE

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

RULES OF PROCEDURE

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

DISCLOSURE OF INTERESTS

Members are required to disclose, in accordance with the Members' Code of Conduct, **both** the existence **and** nature of any "Disclosable 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.

BUSINESS TO BE DISCUSSED

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

QUORUM

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

In exercising discretion, the decision maker must:

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

AGENDA

1 APOLOGIES

To receive any apologies.

2 DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS

In accordance with the Localism Act 2011, and the Council's Code of Conduct, Members to disclose any personal or pecuniary interests in any matter included on the agenda for this meeting.

EXECUTIVE BUSINESS

3 STATEMENT FROM THE LEADER

4 RECORD OF THE PREVIOUS DECISION MAKING (Pages 1 - 4)

Record of the decision making held on 18th June, 2019 attached.

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

There are no matters referred for reconsideration.

6 REPORTS FROM OVERVIEW AND SCRUTINY COMMITTEES (IF ANY)

There are no items for consideration

7 EXECUTIVE APPOINTMENTS

To deal with any executive appointments, as required.

ITEMS FOR DECISION BY CABINET

8 REPROCUREMENT OF JOINT EQUIPMENT STORE (JES) (Pages 5 - 40)

To consider the report of the Cabinet Member for Adult Care seeking approval for the re-procurement of the service that provides community equipment to enable people to remain as independent as possible. This re-procurement is undertaken in partnership with Southampton City CCG, Portsmouth City Council and Portsmouth CCG.

9 SOUTHAMPTON LOCAL PLAN: LOCAL DEVELOPMENT SCHEME (LDS) AND STATEMENT OF COMMUNITY INVOLVEMENT (SCI) (Pages 41 - 80)

To consider the report of the Leader seeking approval for the LDS and SCI.

10 THE FUTURE OF RESIDENTIAL CARE HOMES PROVIDED BY THE COUNCIL AT GLEN LEE AND HOLCROFT HOUSE □ (Pages 81 - 96)

To consider the report of the Cabinet Member for Adult Care requesting delegated authority for the Service Director for Quality Integration to enter into void and nomination agreements in relation to support living settings.

11 VOID AND NOMINATION AGREEMENTS FOR SUPPORTED LIVING SETTINGS WITHIN SOUTHAMPTON □ (Pages 97 - 104)

To consider the report of the Cabinet Member for Adult Care requesting delegated authority for the Service Director for Quality Integration to enter into void and nomination agreements in relation to supported living settings.

12 CONTRACT APPROVALS RELATED TO CAPITA TRANSFER (Pages 105 - 108)

To consider the report of the Service Director, Digital and Business Operations seeking delegated authority if required to urgently approve new contracts required for successful transfer of Capita.

13 LOCAL INDUSTRIAL STRATEGY, SUBMISSION TO THE SOLENT LOCAL ENTERPRISE PARTNERSHIP (Pages 109 - 122)

Report of the Leader of the Council, outlining a Southampton submission to the Solent LEP to inform the development of the Solent Local Industrial Strategy

14 EXCLUSION OF THE PRESS AND PUBLIC - EXEMPT 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 exempt appendices 2 and 3 to the following Item.

The appendices are considered to be exempt from general publication based on Categories 3 and 4 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 prejudice the business or financial affairs of any particular person (including the authority holding that information).

15 THE FORMER OAKLANDS SCHOOL SITE □ (Pages 123 - 144)

To consider the report of the Cabinet Member for Homes and Culture seeking approval to progress the redevelopment of the former Oakland's School site for the provision of new homes.

Monday, 8 July 2019

Director of Legal and Governance

SOUTHAMPTON CITY COUNCIL
EXECUTIVE DECISION MAKING

RECORD OF THE DECISION MAKING HELD ON 18 JUNE 2019

Present:

Councillor Hammond	-	Leader of the Council
Councillor Fielker	-	Cabinet Member for Adult Care
Councillor Leggett	-	Cabinet Member for Green City and Environment
Councillor Dr Paffey	-	Cabinet Member for Aspiration, Children and Lifelong Learning
Councillor Shields	-	Cabinet Member for Healthier and Safer City
Councillor Barnes-Andrews	-	Cabinet Member for Resources

Apologies: Councillors Rayment and Kaur

1. RECORD OF THE PREVIOUS DECISION MAKING

Record of the Previous Decision Making on 16 April 2019 approved as a correct record.

2. REPORTS FROM OVERVIEW AND SCRUTINY COMMITTEES (IF ANY)

Cabinet received the Scrutiny Inquiry Panel – Reducing and Preventing Domestic Abuse in Southampton in order to formulate their response to the recommendations contained within it, in order to comply with the Council's Constitution.

3. EXECUTIVE APPOINTMENTS 2019/20

The Executive appointments for the 2019/20 Municipal Year were approved as set out in the revised Register, with the following amendments:

- Southampton International Airport Consultative Committee – now Councillors Bunday/Fuller/Mintoff;
- F W Smith Bequest Purchasing Committee – now Councillors Bogle/B Harris;
- Southampton Record Series – now Councillors P Baillie/Blatchford/Mitchell.

4. HOUSEHOLD WASTE AND RECYCLING CENTRE PERMITTING SCHEME

DECISION MADE: (CAB 19/20 23495)

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

1. Not impose a £5 per visit charge for the use of the HWRC at City Depot for non-Hampshire residents wanting to use this site, and does not require Southampton residents to register to use the City Depot HWRC.

2. To note the continued support for the provision of a waste permit for vans and trailers, recognising that HCC are now charging an annual fee of £15 per trailer for new permits.
3. To endorse SCC's continued support for HCC's communications plan, to ensure residents are informed about the new scheme, charges and online registration scheme, if they wish to use HWRC's in Hampshire, as an alternative to the site at City Depot, Southampton.

5. KENTISH ROAD RESPITE SERVICE - EXTENDING HOURS OF OPERATION

DECISION MADE: (CAB 19/20 23764)

On consideration of the report of the Cabinet Member for Adult Care, and having considered the reasons therein, and having considered representations from MENCAP and carers, Cabinet agreed the following:

To agree to extend hours of operation to seven days a week.

6. TRADING STANDARDS, PORT HEALTH & PARKING FRAUD INVESTIGATIONS ENFORCEMENT POLICY.

DECISION MADE: (CAB 19/20 23874)

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

To consider and approve the proposed Trading Standards, Port Health & Parking Fraud Investigations Enforcement Policy and linked Protocols.

7. OPERATION ALBACORE (MULTI COUNCIL CRIMINAL PROSECUTIONS) - RECEIPT OF COMPENSATION PAYMENT AND URGENT ACTION TAKEN BY THE DIRECTOR OF LEGAL AND GOVERNANCE

DECISION MADE: (CAB 19/20 23861)

On consideration of the report of the Director of Legal and Governance, Cabinet agreed the following:

To note the urgent action taking by the Director of Legal and Governance under delegated powers to accept the voluntary undertaking to the court on behalf of Joseph Ashford to pay a further £616,000 'compensation to the council' to the effect that Joseph Ashford pays the sum in monthly instalments each of which is no less than £40,000. Further, that in the event that any one payment is in excess of £40,000 the excess balance can be carried forward. The total value to be paid no later than August 2020. In response to this the council will defer institution of further confiscation proceedings, retain the existing £720,000 property on restraint, and, on conclusion of all payments totalling £616,000 undertake to withdraw further proceedings.

8. NELSON GATE

DECISION MADE: (CAB 19/20 23856)

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

- (i) That the principles of the Commercial Terms set out in Confidential Appendix 3 be endorsed.
- (ii) That following consultation with the Leader of Council, the Director of Finance and Commercialisation subject to receipt of a satisfactory S123 report, the Director of Growth be given delegated authority to finalise terms as referred to in (i) above for the proposed transaction and legal agreements relating thereto.
- (iii) That the Director of Legal and Governance be given delegated authority to enter into all legal documentation necessary to facilitate regeneration of Nelson Gate (e.g. new leases) pursuant to terms of the Agreement referred to at (ii) above being met.

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Agenda Item 8

DECISION-MAKER:		CABINET COUNCIL	
SUBJECT:		RE-PROCUREMENT OF THE JOINT EQUIPMENT STORE	
DATE OF DECISION:		16 JULY 2019 17 JULY 2019	
REPORT OF:		CABINET MEMBER FOR ADULT CARE	
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Jamie Schofield	Tel: 023 8029 6917
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STATEMENT OF CONFIDENTIALITY	
Not applicable	
BRIEF SUMMARY	
This report provides an overview of the proposed Joint Equipment Store re-procurement process, the overarching model, associated timescales, potential costs and risks. The current contract ceases in June 2020 and the established model is felt to be successful from both a service user and prescriber perspective.	
RECOMMENDATIONS:	
Cabinet	
(i)	Subject to the decision of Council at recommendation (i) below, to delegate authority to the Director of Integration and Quality, following consultation with the Cabinet Member for Adult Care to undertake the re-procurement of a Joint Equipment Store provision for Southampton City up to and including conduct of the procurement process, selection and approval of preferred bidder and entering into the relevant contract(s) / agreements (s) together with any other action necessary to give effect to the re-procurement on the terms set out in this report.
Council	
(i)	To authorise expenditure from within the existing Integrated Commissioning Unit budget envelope to meet the costs of the contract. The City Council Joint Equipment Store budget for the contract in 2019/20 is £1.59M.
REASONS FOR REPORT RECOMMENDATIONS	
1.	The provision of community equipment to support people to remain as independent as possible for as long as possible is both a statutory requirement and important in delivering key strategic system priorities for example hospital discharge and avoidance, a reduction in the use of residential care and a reduced reliance on homecare provision.
2.	The Council commissions this service jointly with the Southampton City Clinical Commissioning Group (SCCCG) via a Section 75 Partnership Agreement and pooled fund, with the Council acting as lead commissioner. The current contract has been operating for 7 years and comes to an end in June 2020. There is therefore a need to re-procure a service that meets the requirement to provide community equipment.
3.	The current model has proved successful with both prescribers and patients/clients and

	affords the flexibility and responsiveness required to meet people’s needs in a timely fashion. We are therefore proposing a “like for like” service to maintain the level of service currently provided with opportunities within the life of the contract to investigate initiatives that are emerging nationally that could further build on the flexibility and current specification to become more efficient and person centred in the future.
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ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
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4.	The current contract ceases in June 2020 and as the Council has a statutory duty to provide community equipment under the Council’s Contract Procedure Rules a re-procurement process is required. It is known that there is a market for this service with at least 3 other community equipment providers in the local area.
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5.	<p>Several options were considered for procurement:</p> <ul style="list-style-type: none"> • A like for like service contract with an expectation built in to the service specification that any future provider will work with the Council and the SCCCG and other partners to continue to develop the service jointly and incorporate any emerging best practice/innovation that further improves the user experience and value for money, including increased joint working with other services (preferred option) • A more integrated service offer from the outset to include wheelchairs and other elements related to home improvement and adaptations. • The development of an “In House” Joint Equipment Store.
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6.	The second of these two options, whilst it offers the greatest opportunity for providing a fully integrated service and one stop shop from the outset, was rejected because it is not practically achievable at this stage. The wheelchair service is being retendered by the SCCCG and West Hampshire CCG to a later timescale (April 2021). West Hampshire CCG is also not at a point of needing to retender its joint equipment service. Best practice around integration of housing/equipment related services is still emerging nationally. Further work would need to be done in scoping a fully integrated service to include elements of housing adaptations which is not possible within the timescales required for the Joint Equipment Service re-procurement.
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7.	The third option, the development of an “in house” service, has been rejected on the basis that it would not provide the economies of scale required to make this a viable option. The equipment service needs to update, maintain, store, fit, track and recycle stock in line with legislation which requires specialist decontamination equipment and appropriate maintenance. Specialist equipment providers that cover multiple areas are constantly renewing stock and economies of scale allow them to manage the associated costs and risks in a way that would be difficult to match internally.
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8.	The first option is considered the preferred option because it allows for a service model which has been proven to be effective to be re-procured in the required timeframe whilst also enabling future developments to be incorporated during the lifetime of the contract.
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DETAIL (Including consultation carried out)	
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<u>Background</u>	
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9.	The Joint Equipment Store is currently provided by Millbrook Healthcare as part of a joint contract between Southampton City Council, Southampton City CCG, Portsmouth City Council and Portsmouth City CCG. Although it is a shared contract, both Cities manage their relationship with the provider separately at an operational level. The total value of the Southampton contract is £11.1M, through the potential life of the contract (including extension options,) with a funding split of 49.7% CCG and 50.3% Council.
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10.	The Joint Equipment Store operates a central store and a number of “sub-stores” within
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	<p>the Southampton City boundary providing equipment to both children and adults that helps them to remain as independent as possible within the community.</p> <p>The main functions undertaken are:-</p> <ul style="list-style-type: none"> • To be able to respond to assessed need within predetermined timescales based on the prescriber’s assessment. There are a range of delivery and pick up options currently that include within 3 hours for the most urgent, “same day” for emergencies and within 5 or 7 days for the least urgent routine deliveries. • To ensure that a catalogue of predetermined equipment is available for community prescribers. The Joint Equipment Store is currently accessed by 61 teams made up of 881 prescribers/trusted assessors who are authorized to order equipment. The largest team is the acute hospital at University Hospital Southampton Trust with 152 prescribers; the rest are a mixture of health and social care therapists, community nurses and social workers who order directly through an online system stating the required timescales. • To deliver and install equipment using qualified technicians including the provision of an urgent delivery function. • To provide a retail, assessment, training and demonstration facility using appropriately trained staff to facilitate direct contact from members of the public and prescribers • To ensure bar coding, cataloguing and full traceability of all equipment including non-stock and bespoke equipment • To undertake the repair, adjustment, maintenance, cleaning and decontamination of equipment maintaining statutory compliance. • To undertake the collection of equipment in a timely fashion to ensure it is available for reuse, the target being 95% of equipment collection timescales being met for all requested collections.
11.	<p>The timely provision of equipment underpins a number of strategic priorities including:-</p> <ul style="list-style-type: none"> • The reduction in the numbers of Delayed Transfers of Care (DToc) from hospital and supporting the “Discharge to Assess” approach for complex patients. • Reducing the numbers of people entering residential care by supporting them to remain in their own homes for longer. • Reducing reliance on homecare • Falls prevention
12.	<p>The timely provision of equipment has a role in preventing long term disability through the early management of conditions that, if left unchecked, would leave the person with a greater level of disability than necessary and consequently requiring a greater level of future care.</p>
<p><u>Performance of Current Service Model</u></p>	
13.	<p>Performance of the current service under the current specification is positive with over 99% of deliveries reaching the client on time, good recycling rates and very high service user and prescriber satisfaction rates (with 74.4% of 288 service users responding rating the service as excellent and 24.1 % either good or very good; further details can be found at Appendix 1 and 2.</p>
14.	<p>In terms of overall activity, whereas the actual number of orders has remained broadly consistent over the years, there has been an increase in complexity.</p> <p>An analysis of comparable usage for period April - March 2017/18 and April to March 2018/19 came to the conclusion below.</p> <ul style="list-style-type: none"> • The number of orders the service delivers has remained consistent (only up by

	<p>3%).</p> <ul style="list-style-type: none"> • However the special equipment spend was up by 15.5%. • There was an overall increase of 6.5% in the number of items being provided indicating that more equipment is being provided per individual. • The costs of equipment for patients leaving hospital has increased by over 19% and the number of hoists/manual handling lifting equipment has doubled in the 2018/19 period. • Total spend increased in 2018/19 by £0.16M (up by 7%).
15.	<p><u>Future Re-procurement</u></p> <p>The key milestones for the re-procurement process are set out below:-</p> <ul style="list-style-type: none"> • Mid-July 2019 - Approvals by Cabinet and Full Council. • Mid July 2019 - Consultation/Stakeholder engagement/market development • Mid-August 2019 – Finalise Tender Documentation • End November 2019 – Commence tender process • End January 2020 – Award contract • Early February 2020 – begin mobilisation to implement from 1 July 2020.
16.	<p>Similar to the procurement for the previous contract, it is proposed that Southampton jointly tenders the service with Portsmouth City Council and Portsmouth City CCG. The benefits of a joint tender are threefold:</p> <ul style="list-style-type: none"> - A larger tender is likely to receive more interest from the market - A larger tender is more likely to deliver better economies of scale and therefore better quality and value for money for the Council and CCG - There is a risk that, with both Southampton and Portsmouth needing to re-procure at the same time, if the tender is not joint it could severely limit interest from the market for either city.
RESOURCE IMPLICATIONS	
<u>Revenue</u>	
17.	The 2018/19 expenditure for the Joint Equipment Store was £1.61M (SCC £0.81M and SCCC G £0.80M) of which the fixed costs were £0.52M.
18.	The 2019/20 budget is £1.59M (SCC £0.80M and SCCC G £0.79M).
19.	<p>The demand for community equipment is likely to continue growing in line with:</p> <ul style="list-style-type: none"> • Demographic trends characterised by increasing numbers of older individuals, particularly those aged over 75 • Increasing numbers of individuals with complex needs living in the community • Increasing number of young individuals with complex disabilities reaching adulthood and living within the community • Improvements in elective and non-elective care reducing mortality and the length of stay in the acute sector • Focus on timely hospital discharge

	<ul style="list-style-type: none"> • Increased delivery and effectiveness of rehabilitation and reablement services • Expansion of supported housing (Extra Care)
20.	The proposal is that the new contract is for a term of 5 years with an option for a further 2 years extension. Based on current spend the total cost for the life of the contract (including the extension period) would be approximately £11.1 million; however this will depend on how the market responds to the procurement and the outcome of the tender. It is anticipated that the SCC element of any future cost pressures during the contract period would be managed within the integrated Commissioning Unit's and Adult Social Care budget envelope.
21.	<p>The intention is to weight tendering applications based on a 60% quality versus 40% price split. Value for money will be assessed:-</p> <ul style="list-style-type: none"> • Directly in terms of the provider's ability to demonstrate that they can source, deliver, maintain, and recycle equipment efficiently and effectively. • Indirectly by demonstrating that they recognise and are able to respond to the importance of the provision of equipment in delivering a range of key strategic priorities that improve quality and efficiency.
<u>Property/Other</u>	
22.	Not Applicable
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
23.	Lead commissioning arrangement under the Section 75, National Health Service Act 2016 pooled fund held by the Council in the Integrated Commissioning Unit
<u>Other Legal Implications:</u>	
24.	The procurement process will be carried out in accordance with procurement legislation and the Council's Contract Procedure Rules to ensure the procurement process is fair, lawful and transparent.
25.	The procurement process, together with the services and goods to be delivered under the proposed contract will be required, through the contract offer and specification, to be fully compliant with the Equalities Act 2010 including the positive duty to exercise the Council's functions having regard to the need to promote equality of opportunity and eliminate discrimination and harassment for those having protected characteristics under the Equalities Act 2010. This is particularly important when considering the supply of medical aids and services to support those with physical and mental disabilities and those from communities with specific racial or theological needs to be taken into account in the provision of aids and services to them. Further details are set out in the Equality and Safety Impact assessment accompanying this report.
CONFLICT OF INTEREST IMPLICATIONS	
26.	Not Applicable
RISK MANAGEMENT IMPLICATIONS	
27.	Timescales associated with the re-procurement are challenging and a change of provider would require a complex level of mobilisation in a short period of time which could jeopardise service delivery. Potential providers would be expected to demonstrate that they could meet this challenge in their response to the tender.

28.	The timely provision of equipment is an essential element in planning to meet a number of the City's strategic priorities. Potential providers would need to be able to demonstrate in their response to the tender that they can operationally meet the timescales, catalogue expectations accessibility required by the system to meet the needs of patients/clients effectively.
29.	Portsmouth City CCG and Portsmouth City Council attend regular project meetings and have provided a governance timeline in parallel to that produced by Southampton to offer assurance that they can undertake the required activity within the agreed timescales; this includes the procurement route through their respective boards and committees.
30.	As described a number of key strategic initiatives are supported by the timely provision of community equipment; it therefore likely that if these plans are successful then the demand and consequently the cost is likely to rise. The mitigation against this is that delivering increased independence will keep people more mobile and able to self-manage in the community reducing costs elsewhere in the system for example in the provision of homecare, residential care and hospitalisation.

POLICY FRAMEWORK IMPLICATIONS

31.	Southampton's Joint Equipment Store supports the delivery of outcomes in the Council Strategy (particularly the priority outcomes that "People in Southampton live safe, healthy and independent lives" and "Children get a good start in life") and CCG Operating Plan 2017-19, which in turn complement the delivery of the local HIOW STP, NHS 5 Year Forward View, Care Act 2014 and Local System Plan.
32.	Southampton's Joint Equipment Store also supports the delivery of Southampton's Health and Wellbeing Strategy 2017 - 2025 which sets out the following 4 priorities: <ul style="list-style-type: none"> • People in Southampton live active, safe and independent lives and manage their own health and wellbeing • Inequalities in health outcomes and access to health and care services are reduced. • Southampton is a healthy place to live and work with strong, active communities • People in Southampton have improved health experiences as a result of high quality, integrated services

KEY DECISION?	Yes (for recommendation (i))
WARDS/COMMUNITIES AFFECTED:	none
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Millbrook Healthcare Service User Feedback
2.	Millbrook Healthcare prescriber Survey Feedback
3.	ESIA

Documents In Members' Rooms

1.	None
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Equality Impact Assessment

Do the implications/subject of the report require an Equality and	Yes
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Safety Impact Assessment (ESIA) to be carried out.		
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	
2.		

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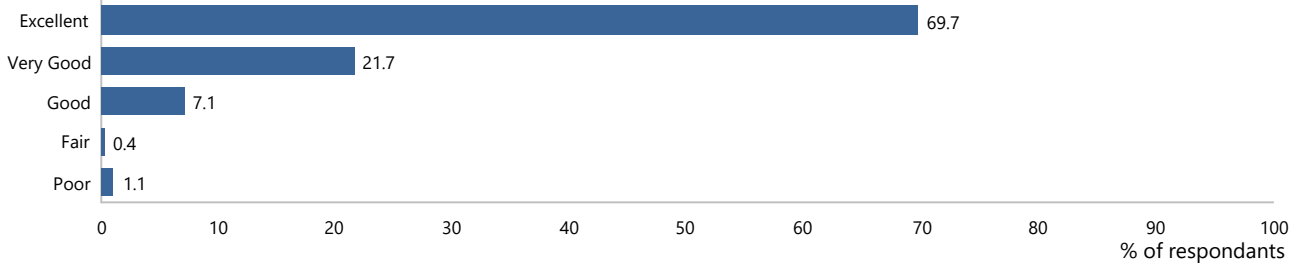
Service User Feedback
27 Feb 2018 - 26 Feb 2019

Southampton CES

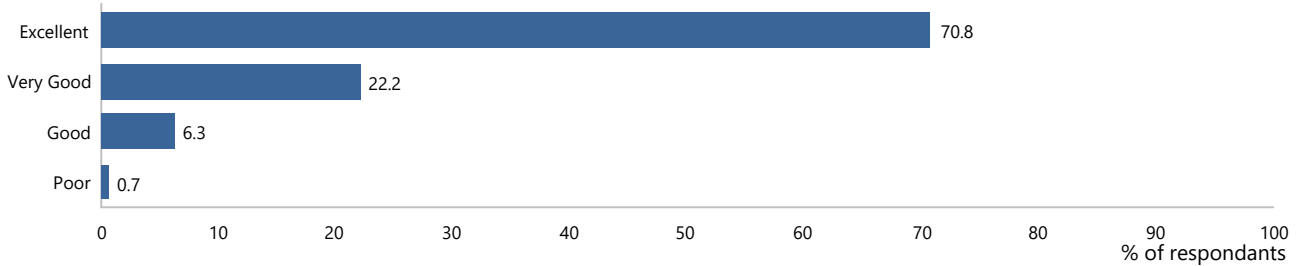
Southampton CES

288 Feedback Cards Received

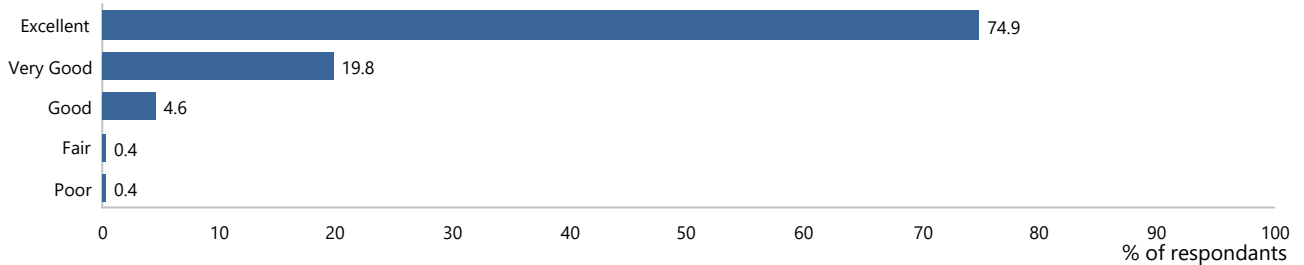
Pre-delivery arrangements



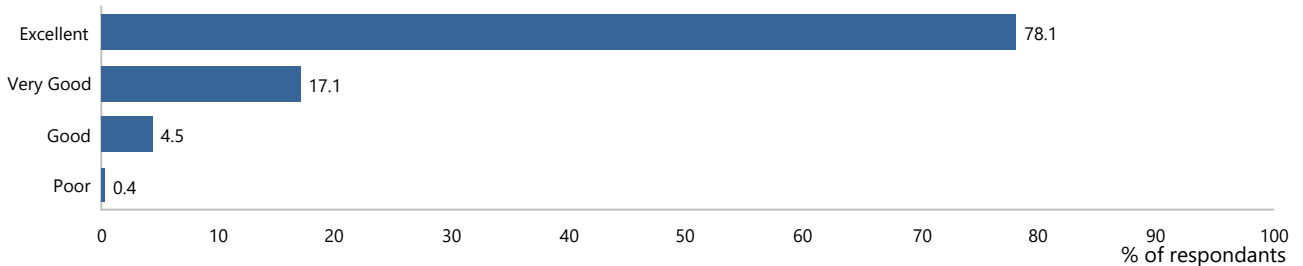
Collection arrangements



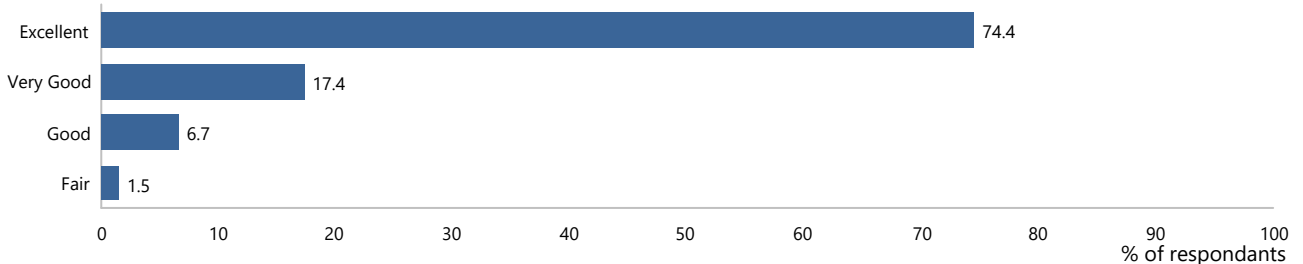
Condition of equipment on delivery



Helpfulness of delivery technician



Overall experience



Southampton CES

288 Feedback Cards Received

Service User Comments

- Commode brakes are not strong.
- Excellent service.
- First class.
- I am happy with all the equipment.
- I cant fault the service.
- Millbrook as a whole are an amazing company. Always willing to adapt to the clients needs. Thank you.
- Tech was helpful and waited for me to get to the door as I am in a wheelchair.
- Tech was very helpful and polite arrived early in day, very pleased with service.
- The back office staff are always helpful. Kevin is a lovely, warm and patient man.
- The service was very helpful.
- There was no phone number left. No one to contact as 9-4 is a long day for someone to wait in.
- This was a collection - we were informed 10mins before collection. Very nice man
- Very polite and friendly tech
- Was waiting for tech but at no time did I hear the door bell. Someone else took the delivery therefore no adjustments were made.
- Wayne very helpful.
- Wrong type of legs sent for bed, should come with a choice to use on bed so visit was not wasted.
- All in all very good.
- Could not fault anything thanks very much
- Couldn't find house and road a sat nav might help.
- Cushion had to be returned as not suitable. It has now been replaced.
- Delivery man helpful.
- From start to finish excellent.
- Please can you have a regular contact number not a expensive one.
- Pleased with delivery.
- Thank you for all your support
- The delivery tech was very patient in setting up the hospital bed.
- The service greatly appreciated.
- The service has been very good.
- Everyone has been so kind and friendly. The service overall has been excellent and so efficient. We would like to thank everyone for their help.
- Excellent service.
- Excellent.
- I am always very pleased with millbrooks.

Southampton CES

288 Feedback Cards Received

- I am very happy with the whole arrangement, thank you.
- I am very pleased.
- I have always been very happy with Millbrook.
- If the char was new but its not had scratches and seat was ripped.
- No faults.
- Once again excellent service.
- Quite a long waiting time.
- Tech was excellent
- Thank you
- Thank you for the loan of equipment.
- Thank you for the prompt response.
- Thank you for your prompt and excellent service. Your kind and cheerful tech explained everything.
- The driver was very helpful.
- The tech was very helpful.
- Very good service.
- Very good service. Delivery guy phoned before which was very helpful.
- Very grateful for every thing.
- Very helpful
- Very lucky to have had this help.
- Would like you to give an AM or PM slot.
- 3
- A professional quick and clean service.
- All of your delivery techs are very helpful and polite.
- Brilliant staff
- courteous staff, very helpful
- Delivery guys are so helpful.
- Everyone involved always pleasant.
- everything was quick and efficient.
- excellent service
- great service as usual
- I find the whole thing great.
- Its really helpful that you can offer different times eg I asked for after 3.30pm and that's what happened. Really helpful.
- Nice and clean and very helpful.
- polite and helpful

Southampton CES

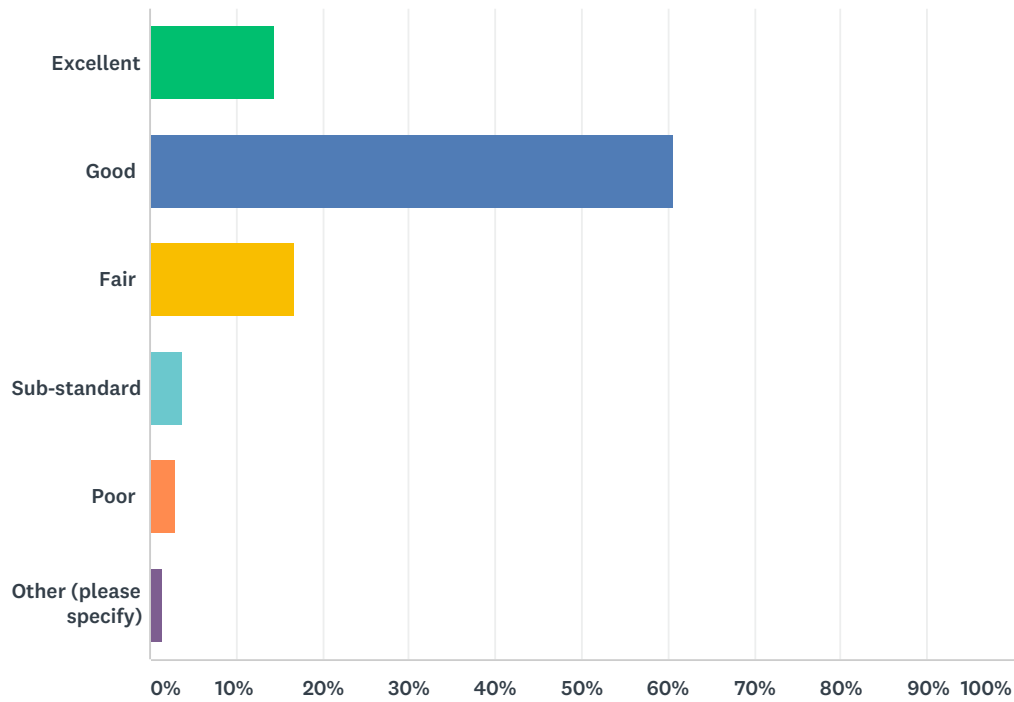
288 Feedback Cards Received

- quick, efficient service - brilliant
- Really lovely team of helpful people.
- Staff were wonderful.
- Thank you.
- The delivery of the items was excellent. The collection was disappointing the attitude of the driver was terrible.
- The driver isnt helpful I have seen him a few times.
- The man was very helpful.
- the replacement chair is different *designn* it has no side wings which I found usefull as they retain my balance whilst sitting at the table
- The service has been excellent
- very competant clean worker.
- Very good service
- Very helpful.
- Very polite and helpful.
- all brand new items, so very happy
- excellent service
- thank you for everything
- very good service
- none-very impressed
- polite and on time
- Thank you all at Millbrook Healthcare.
- very impressed
- excellent service
- Always had a first class service. Well done.
- They have all been very polite.
- Great tech could not have been more helpful.
- Jamie very helpful on each visit
- Well run company
- All good very polite.
- Delivery tech very helpful.
- Pre delivery arrangements would be useful.
- The gentleman who called was extremely paitent - I am deaf with little sight.

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Q1 Please rate your experience of Millbrook Healthcare

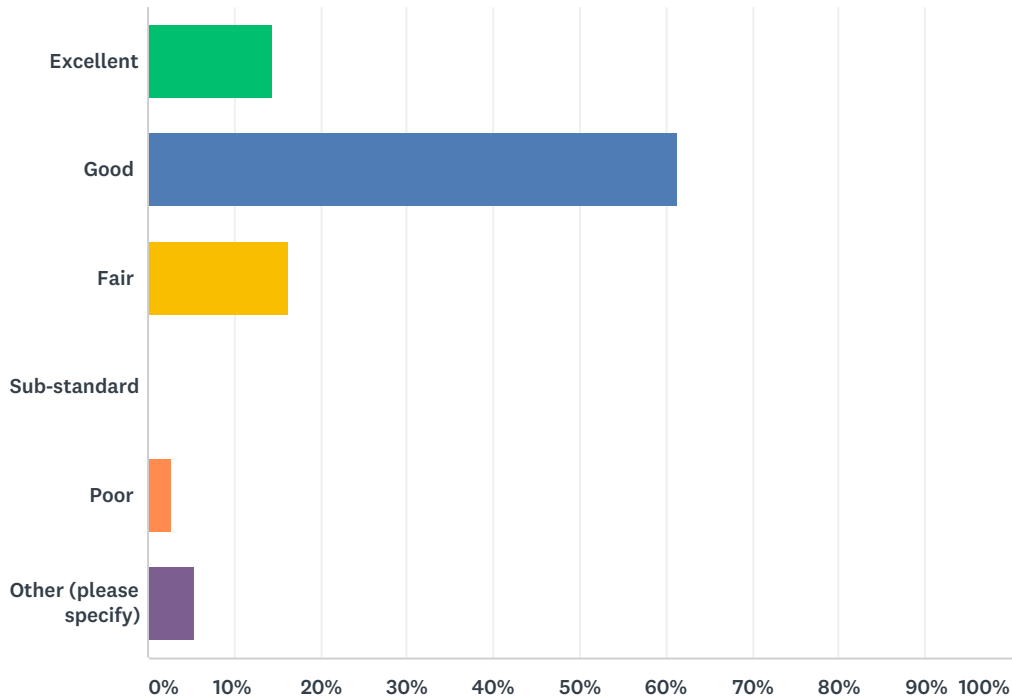
Answered: 132 Skipped: 0



ANSWER CHOICES	RESPONSES	
Excellent	14.39%	19
Good	60.61%	80
Fair	16.67%	22
Sub-standard	3.79%	5
Poor	3.03%	4
Other (please specify)	1.52%	2
TOTAL		132

Q2 Please rate your experience of Millbrook Healthcare's online ordering system

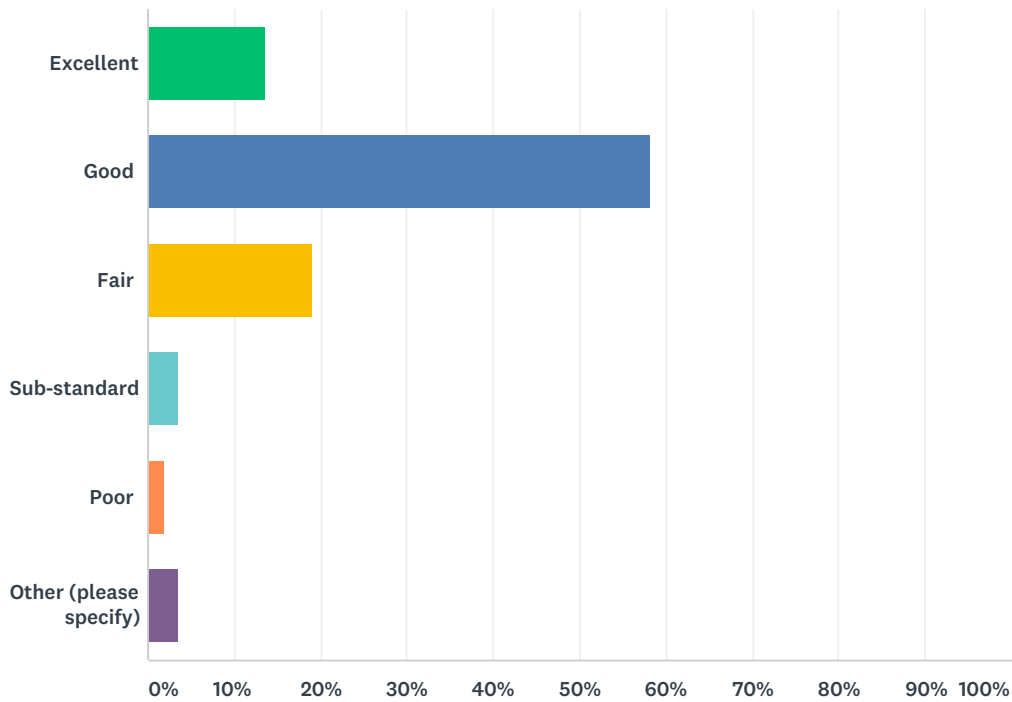
Answered: 111 Skipped: 21



ANSWER CHOICES	RESPONSES	
Excellent	14.41%	16
Good	61.26%	68
Fair	16.22%	18
Sub-standard	0.00%	0
Poor	2.70%	3
Other (please specify)	5.41%	6
TOTAL		111

Q3 How would you rate the stability of Millbrook Healthcare's online ordering system

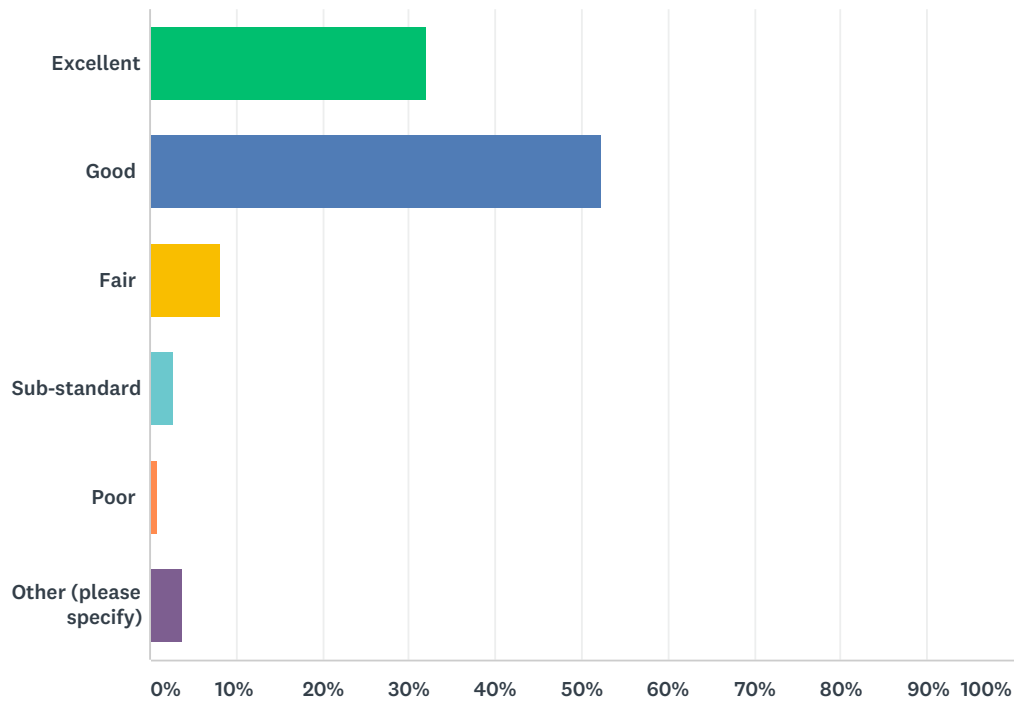
Answered: 110 Skipped: 22



ANSWER CHOICES	RESPONSES	
Excellent	13.64%	15
Good	58.18%	64
Fair	19.09%	21
Sub-standard	3.64%	4
Poor	1.82%	2
Other (please specify)	3.64%	4
TOTAL		110

Q4 Please rate your experience of dealing with Millbrook Healthcare's call centre staff

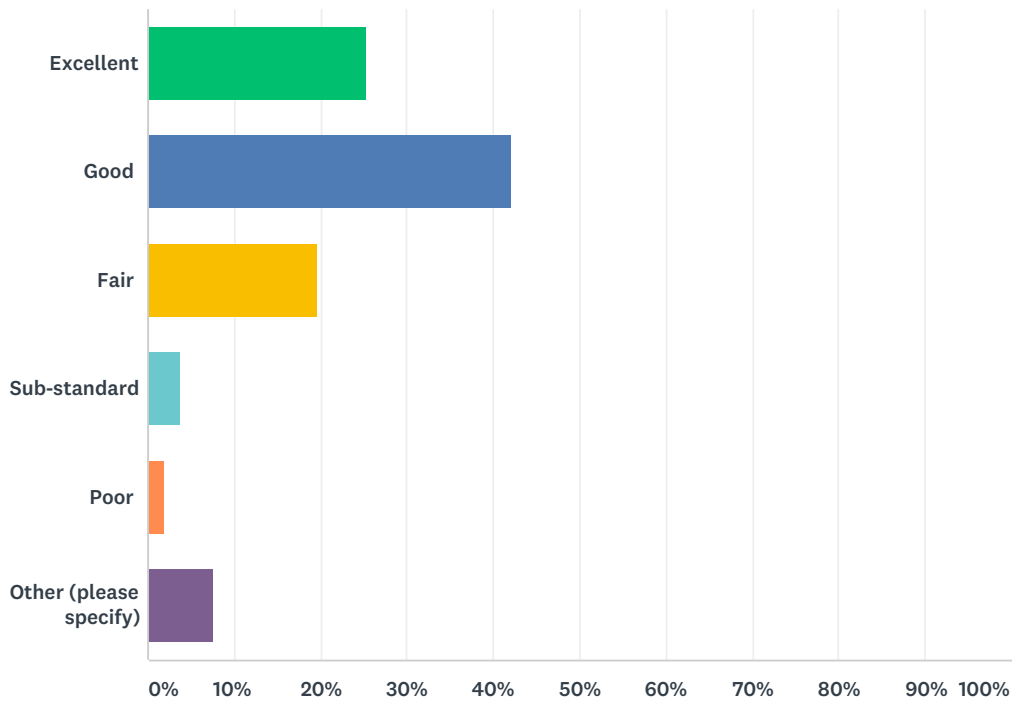
Answered: 109 Skipped: 23



ANSWER CHOICES	RESPONSES	
Excellent	32.11%	35
Good	52.29%	57
Fair	8.26%	9
Sub-standard	2.75%	3
Poor	0.92%	1
Other (please specify)	3.67%	4
TOTAL		109

Q5 Please rate the communication between Millbrook Healthcare's call centre staff and prescribers

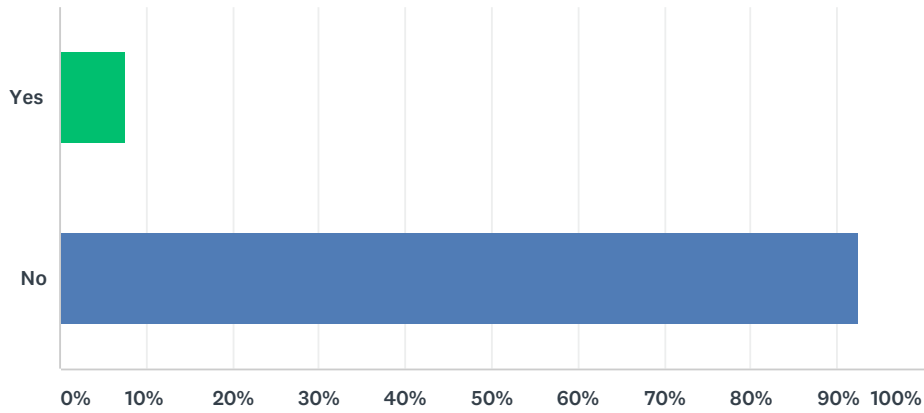
Answered: 107 Skipped: 25



ANSWER CHOICES	RESPONSES	
Excellent	25.23%	27
Good	42.06%	45
Fair	19.63%	21
Sub-standard	3.74%	4
Poor	1.87%	2
Other (please specify)	7.48%	8
TOTAL		107

Q6 Have you ever logged an official complaint with Millbrook Healthcare?

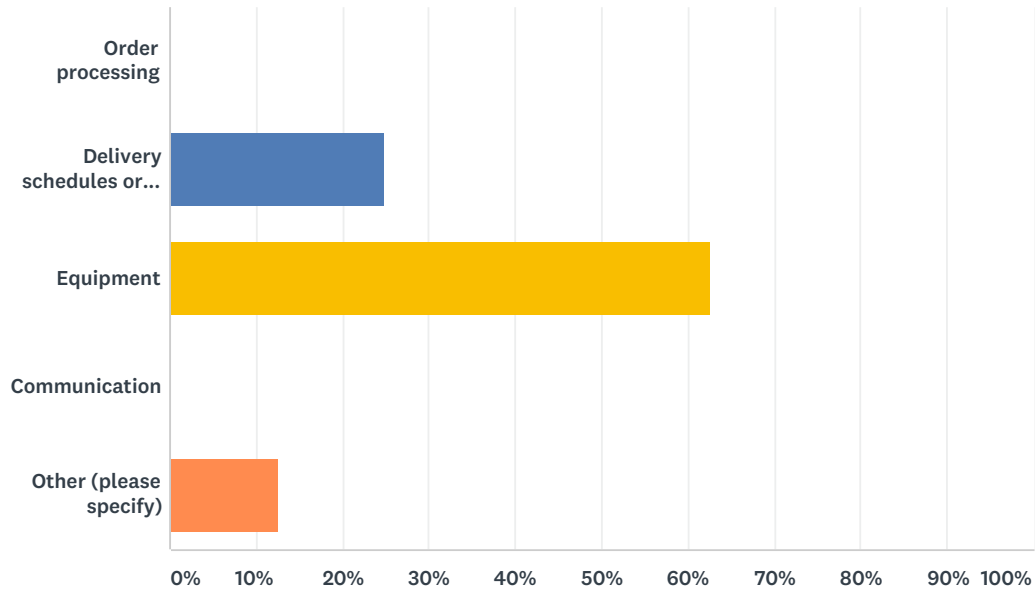
Answered: 107 Skipped: 25



ANSWER CHOICES	RESPONSES	
Yes	7.48%	8
No	92.52%	99
TOTAL		107

Q7 Which of the following areas of service have you had reason to make a complaint to Millbrook Healthcare about?

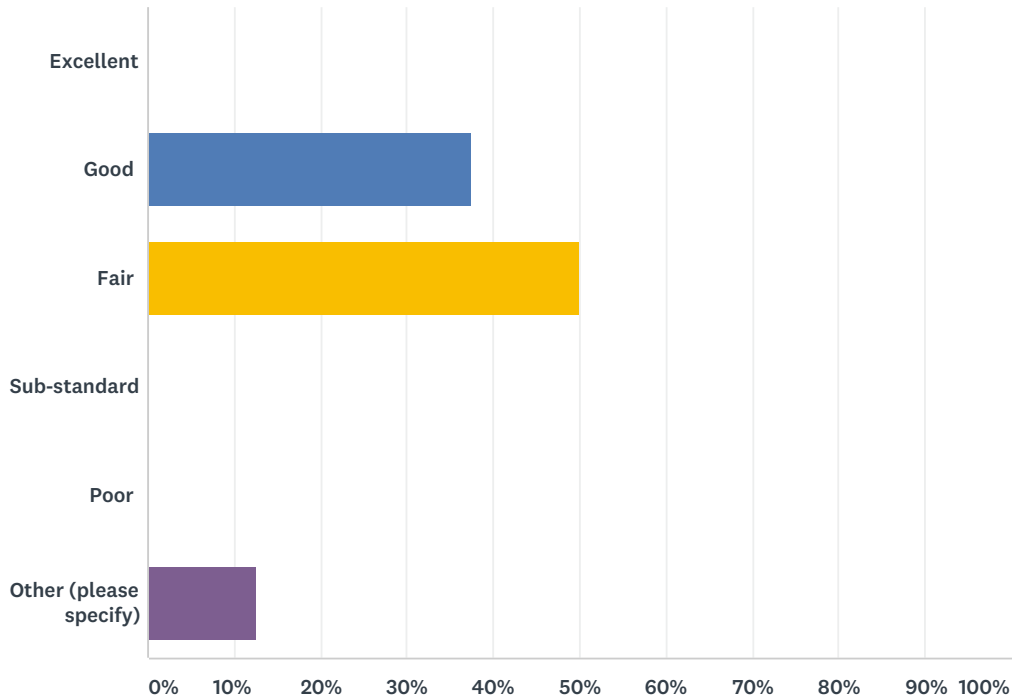
Answered: 8 Skipped: 124



ANSWER CHOICES	RESPONSES	
Order processing	0.00%	0
Delivery schedules or response times	25.00%	2
Equipment	62.50%	5
Communication	0.00%	0
Other (please specify)	12.50%	1
TOTAL		8

Q8 Please rate your experience with the way your complaints have been processed

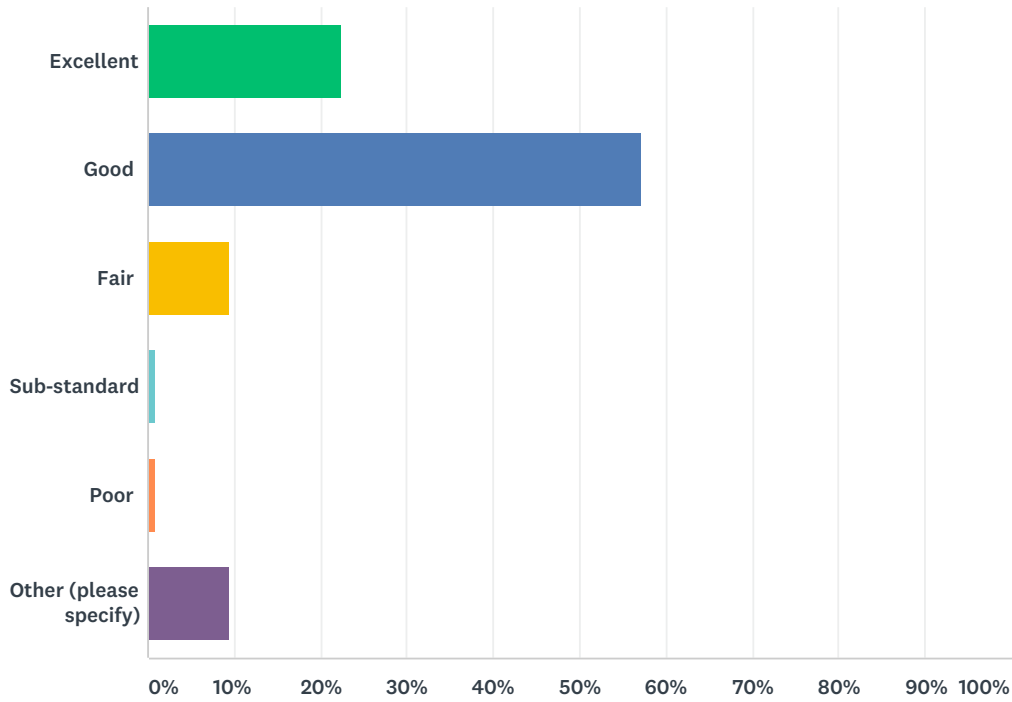
Answered: 8 Skipped: 124



ANSWER CHOICES	RESPONSES	
Excellent	0.00%	0
Good	37.50%	3
Fair	50.00%	4
Sub-standard	0.00%	0
Poor	0.00%	0
Other (please specify)	12.50%	1
TOTAL		8

Q9 In your experience, how would you rate Millbrook Healthcare's technicians?

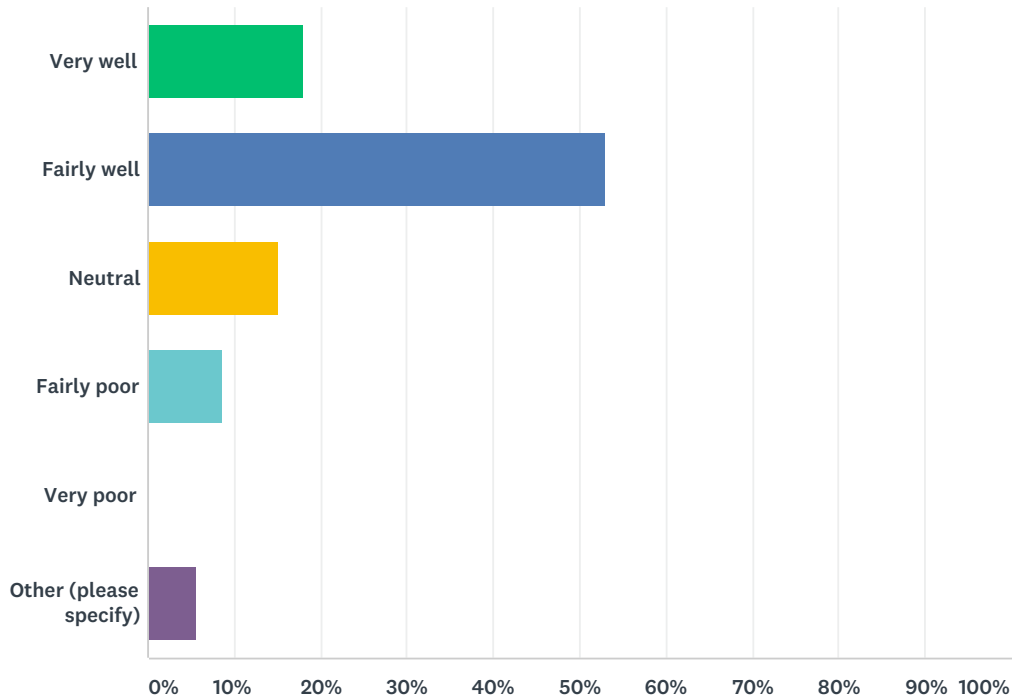
Answered: 107 Skipped: 25



ANSWER CHOICES	RESPONSES	
Excellent	22.43%	24
Good	57.01%	61
Fair	9.35%	10
Sub-standard	0.93%	1
Poor	0.93%	1
Other (please specify)	9.35%	10
TOTAL		107

Q10 How well does the catalogued product range cover overall service user requirements?

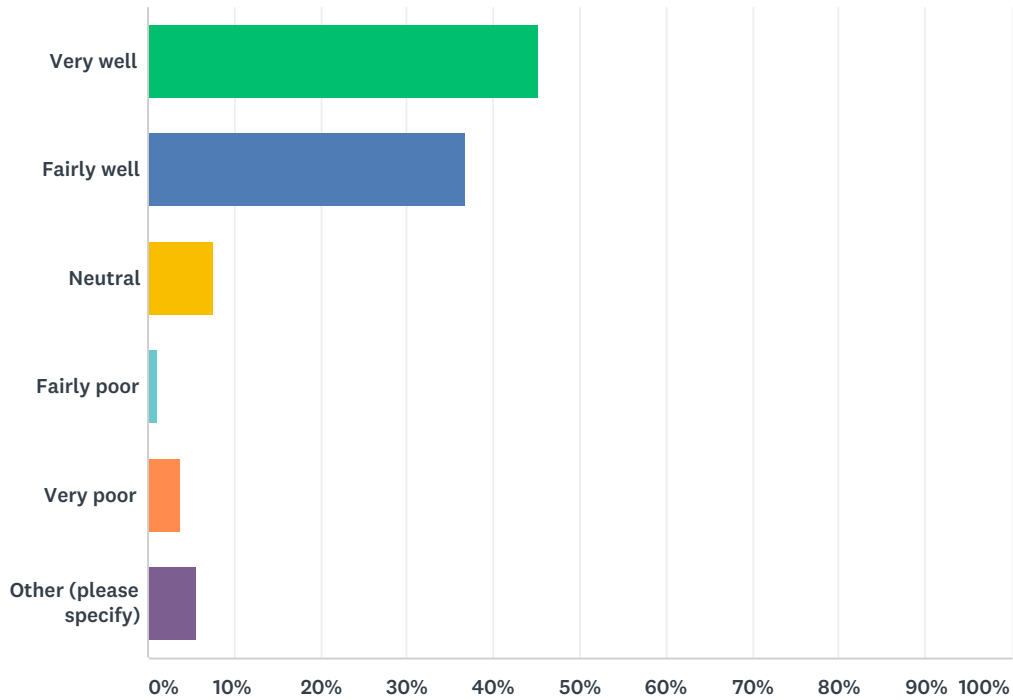
Answered: 106 Skipped: 26



ANSWER CHOICES	RESPONSES	
Very well	17.92%	19
Fairly well	52.83%	56
Neutral	15.09%	16
Fairly poor	8.49%	9
Very poor	0.00%	0
Other (please specify)	5.66%	6
TOTAL		106

Q11 How does the quality of the products being delivered by Millbrook Healthcare meet your expectations (e.g. cleanliness, fit for use etc)?

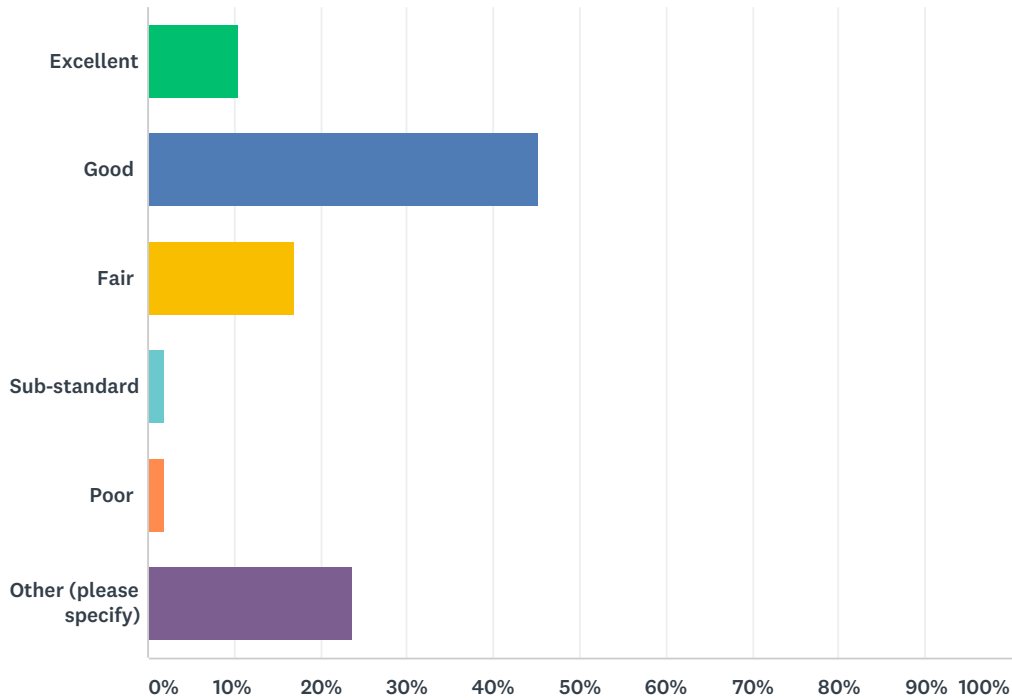
Answered: 106 Skipped: 26



ANSWER CHOICES	RESPONSES	
Very well	45.28%	48
Fairly well	36.79%	39
Neutral	7.55%	8
Fairly poor	0.94%	1
Very poor	3.77%	4
Other (please specify)	5.66%	6
TOTAL		106

Q12 How do you rate the repair service provided by Millbrook Healthcare?

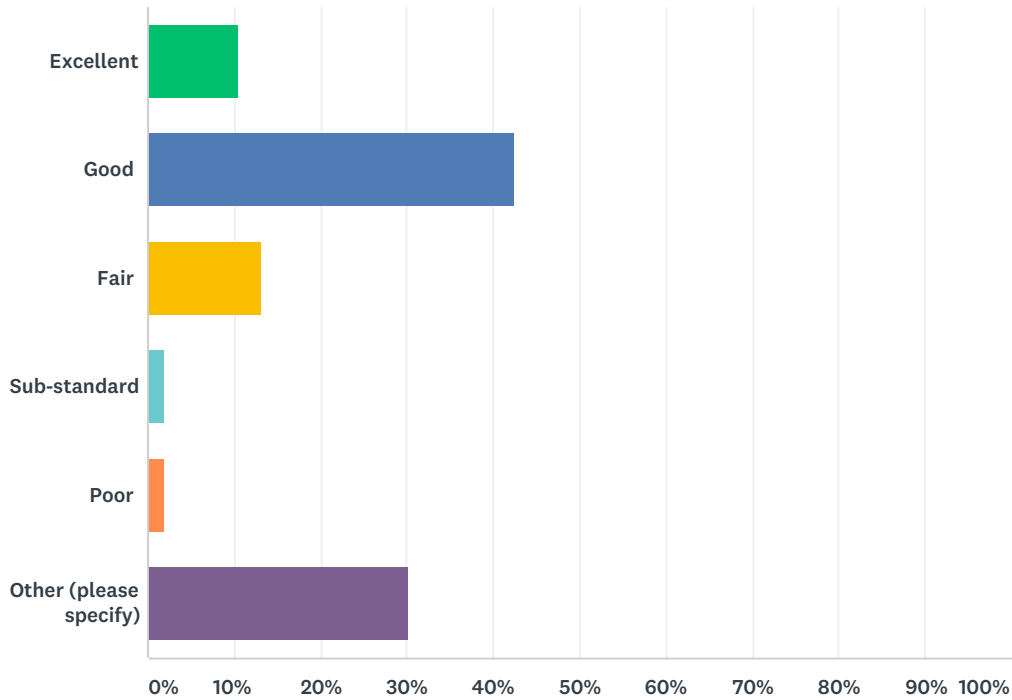
Answered: 106 Skipped: 26



ANSWER CHOICES	RESPONSES	
Excellent	10.38%	11
Good	45.28%	48
Fair	16.98%	18
Sub-standard	1.89%	2
Poor	1.89%	2
Other (please specify)	23.58%	25
TOTAL		106

Q13 How do you rate the maintenance service (PPM's) provided by Millbrook Healthcare?

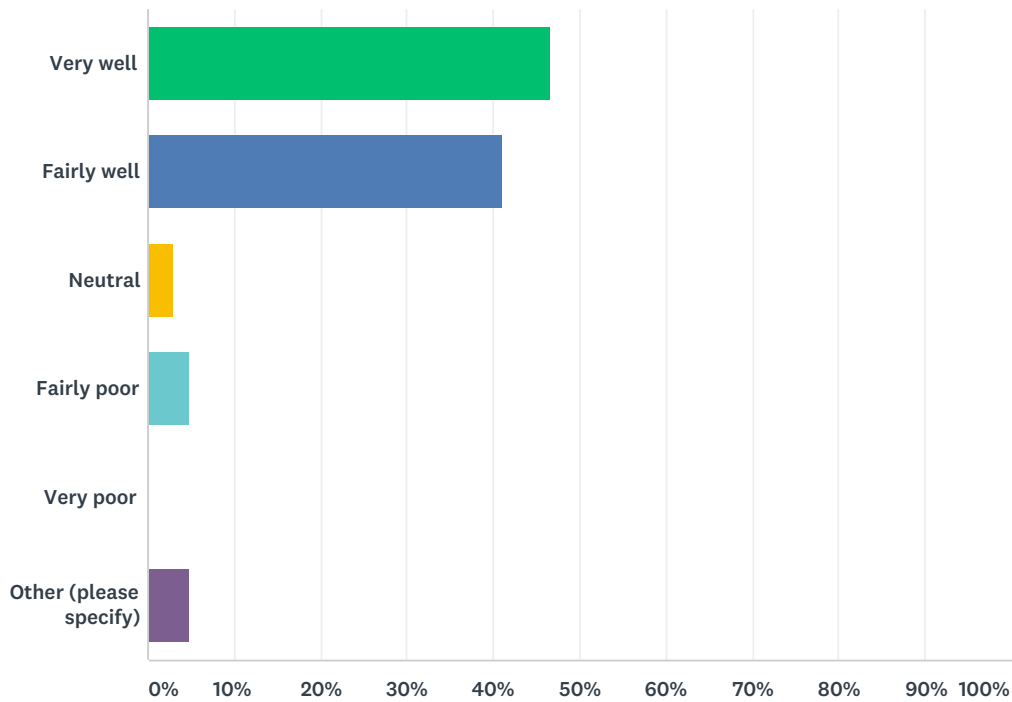
Answered: 106 Skipped: 26



ANSWER CHOICES	RESPONSES	
Excellent	10.38%	11
Good	42.45%	45
Fair	13.21%	14
Sub-standard	1.89%	2
Poor	1.89%	2
Other (please specify)	30.19%	32
TOTAL		106

Q14 How do you feel Millbrook Healthcare meets the required response times?

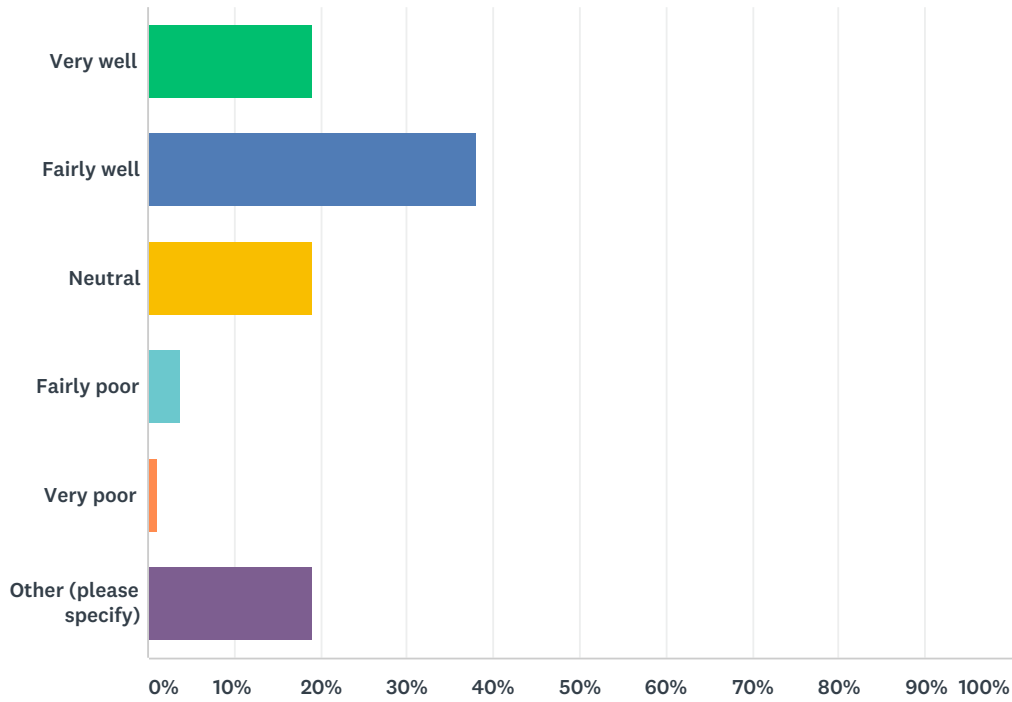
Answered: 105 Skipped: 27



ANSWER CHOICES	RESPONSES	
Very well	46.67%	49
Fairly well	40.95%	43
Neutral	2.86%	3
Fairly poor	4.76%	5
Very poor	0.00%	0
Other (please specify)	4.76%	5
TOTAL		105

Q15 How well do Millbrook Healthcare handle and process orders for special/non-catalogue items?

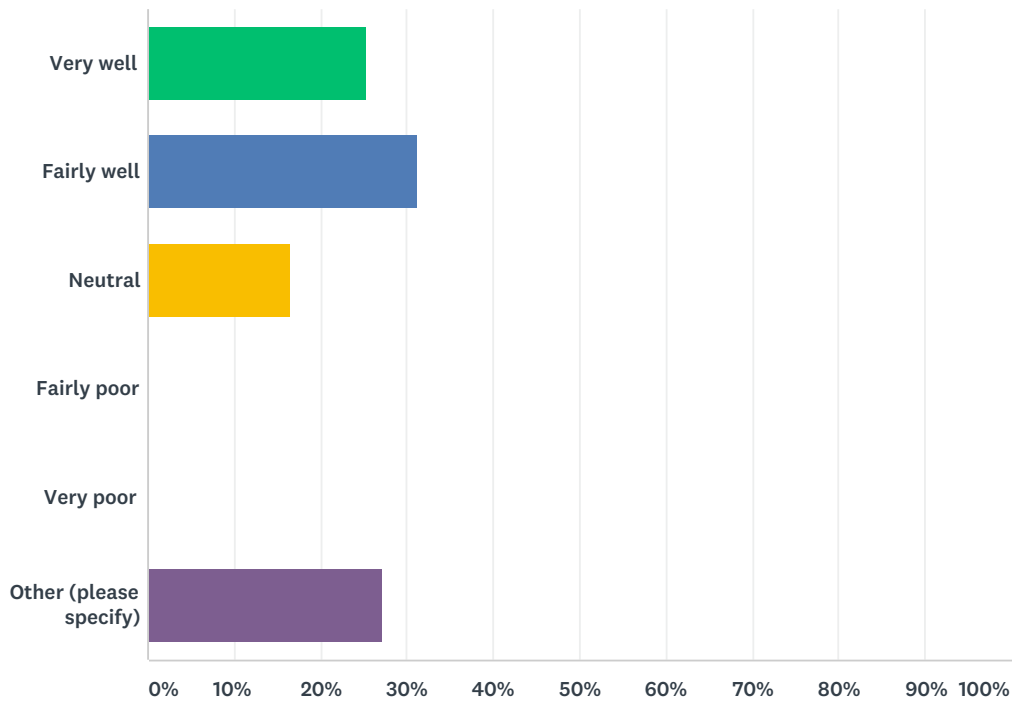
Answered: 105 Skipped: 27



ANSWER CHOICES	RESPONSES	
Very well	19.05%	20
Fairly well	38.10%	40
Neutral	19.05%	20
Fairly poor	3.81%	4
Very poor	0.95%	1
Other (please specify)	19.05%	20
TOTAL		105

Q16 How well do Millbrook Healthcare handle and process requests for joint visits?

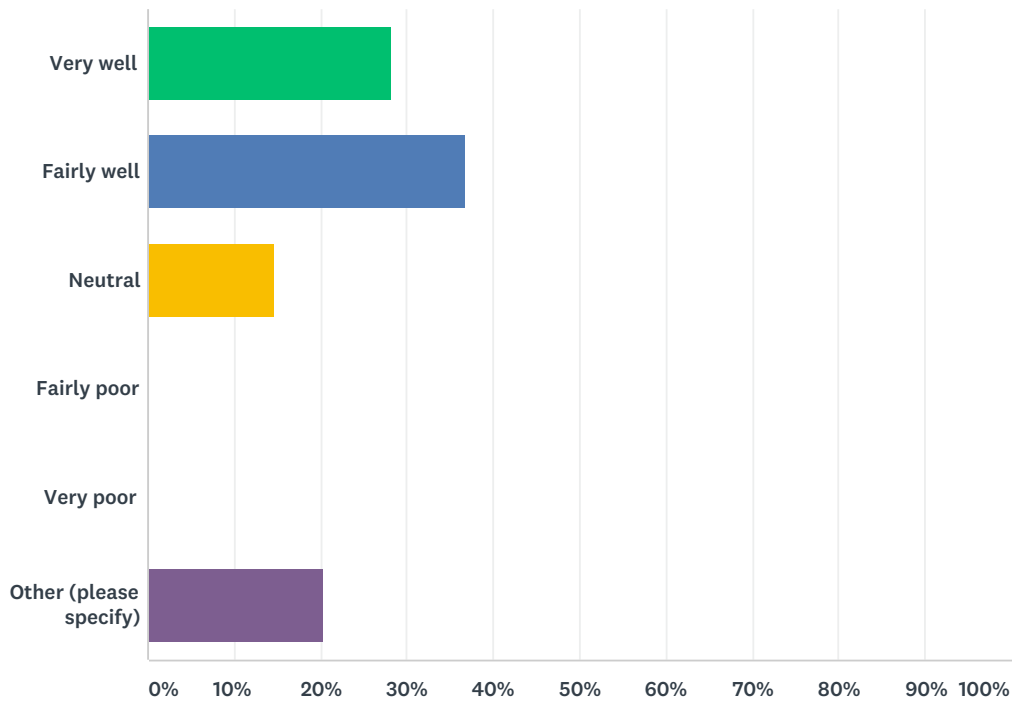
Answered: 103 Skipped: 29



ANSWER CHOICES	RESPONSES	
Very well	25.24%	26
Fairly well	31.07%	32
Neutral	16.50%	17
Fairly poor	0.00%	0
Very poor	0.00%	0
Other (please specify)	27.18%	28
TOTAL		103

Q17 How well do Millbrook Healthcare handle and process requests for minor adaptations?

Answered: 103 Skipped: 29



ANSWER CHOICES	RESPONSES	
Very well	28.16%	29
Fairly well	36.89%	38
Neutral	14.56%	15
Fairly poor	0.00%	0
Very poor	0.00%	0
Other (please specify)	20.39%	21
TOTAL		103

Q18 If there are points that you feel are not addressed or you wish to make any comments, please feel free to use the box below.

Answered: 27 Skipped: 105



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 proposals and consider mitigating action.

Name or Brief Description of Proposal	Re-Procurement of the Joint Equipment Store
Brief Service Profile (including number of customers)	
<p>The Joint Equipment Store (JES) provides equipment to people in the community that supports them to maintain their independence.</p> <p>The current contract is held by Millbrook Healthcare and ends in June 2020. The service covers both children and adults and is jointly commissioned by Southampton City Council and Southampton Clinical Commissioning Group (CCG) with the Council acting as lead commissioner. As required under EU procurement rules, the Council intends to test the market through a retendering process. The intention is to re-procure the service in partnership with Portsmouth City Council and Portsmouth Clinical Commissioning Group who were also partners with Southampton in the original tender.</p> <p>In Southampton the funding is part of the Better Care pooled fund and in 2018/19 there were 13,532 people who received equipment.</p> <p>The current service model is that the provision of equipment (including storage, maintenance and recycling) is undertaken by a third party commissioned by the Council and CCG. Health and social care practitioners working with Southampton residents in the community have access to an online catalogue that allows them to order equipment against a range of delivery time frames depending on the level of urgency. The catalogue is agreed by the commissioners. The time frames vary between within 3 hours up to a week. The provider is expected to:-</p>	

- Ensure that the online systems are in place to allow practitioners timely access
- Ensure the appropriate stock is available
- Ensure that equipment is properly maintained including decontamination
- Ensure that equipment is delivered and fitted within agreed timescales
- Ensure that equipment is picked up following use within agreed timescales so that it can be recycled

Several options were considered however the preferred option is to re-procure the service based on the current model with a requirement on the provider to work with the Council and CCG to identify and explore opportunities for further alignment and integration throughout the life of the future contract.

Summary of Impact and Issues

Provision of an effective and efficient JES is key to supporting people to be as independent as they can be in the community. The current service model receives positive feedback from both front line health and social care staff prescribing equipment and service users. Hence the decision to re-procure the service based on the current model and service specification.

However, as with any re-procurement, there is always the potential risk of upheaval associated with a change in provider particularly if they are not familiar with the local area. In seeking to mitigate this risk:-

- We have incorporated a “handover” transition period in the re-procurement of 5 months to allow time for the future provider to establish systems and processes and build relationships with local health and care services
- Mobilisation and transition arrangements will be a key evaluation question in the tender
- We are ensuring good communication with service users and health and care services throughout the process
- We would ensure that appropriate information is shared between the outgoing provider and the incoming provider

Potential Positive Impacts

Having an effective Joint Equipment Store is fundamental in achieving a number of key strategic priorities including:-

- Reduction in the number of admissions into care and nursing homes,
- Reduction in hospital admissions
- Reduction in the numbers of delayed discharges from hospital
- Reduction in the reliance on homecare

The current service model has consistently demonstrated a high level of satisfaction from service users and health and social care staff that prescribe equipment.

However the re-procurement gives us the opportunity:-

- To test the market to ensure that we are commissioning value for money provision.
- To engage health and social care staff and key stakeholders in developing the future service specification to further improve on quality
- To consider opportunities for integrating equipment provision and pathways with other related provision e.g. “Handy Person” Service, housing adaptations, falls prevention activity and telecare service delivery and to signal to the market that we are looking for partners that will work with commissioners to explore this over the lifetime of the contract to provide person centred, seamless and preventative service delivery.

Responsible Service Manager	Jamie Schofield
Date	25/06/2019
Approved by Senior Manager	Donna Chapman
Date	25/06/2019

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	There is an opportunity to ensure that the potential for preventative use of equipment in children’s services is built into future provision to reduce harm.	The procurement process and subsequent expectations within the service specification and contract will reflect best practice.
Disability	As above there is the opportunity to reflect on the current equipment catalogue to review the potential for preventative equipment that can support greater future independence.	The procurement process and subsequent expectations within the service specification and contract will reflect best practice.
Gender Reassignment	No specific impact	
Marriage and Civil Partnership	No specific impact	
Pregnancy and Maternity	No specific impact	
Race	There is a potential impact in terms of access to services due to language or cultural issues.	The tendering process will require potential providers to demonstrate how they would make

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
		<p>their services accessible to people from other cultural backgrounds.</p> <p>The service specification and contract will require the provider to demonstrate that they engage fully with service users.</p>
Religion or Belief	No specific impact	
Sex	No specific impact	
Sexual Orientation	No specific impact	
Community Safety	No specific impact	
Poverty	Statutory equipment is provided to all regardless of financial circumstance.	
Health & Wellbeing	The provider needs to work with partners across the health and social care system to ensure that services are joined up and operating at an optimum.	<p>The tendering process will require potential providers to demonstrate how they would engage and work with the wider health and social care system.</p> <p>It will be explicit within any future service specification and contract that we are seeking to integrate and align service delivery across a number of services throughout the life of the future JES contract.</p>
Other Significant Impacts	No specific impact	

DECISION-MAKER:	CABINET		
SUBJECT:	SOUTHAMPTON LOCAL PLAN: LOCAL DEVELOPMENT SCHEME (LDS) AND STATEMENT OF COMMUNITY INVOLVEMENT (SCI)		
	16 JULY 2019		
REPORT OF:	CABINET MEMBER FOR PLACE & TRANSPORT		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Sam Fox	Tel: 023 8083 7597
	E-mail:	samuel.fox@southampton.gov.uk	
Director	Name:	Denise Edgehill	Tel: 023 8083 4095
	E-mail:	denise.edghill@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY
NOT APPLICABLE.
BRIEF SUMMARY
<p>The new Local Plan enables us to take a fresh look at the challenges and opportunities in the city and to update our planning policies to address these and provide the platform to deliver positive growth and sustainability. The Local Plan will ensure that we can deliver the new homes, businesses, jobs, shops and infrastructure the city needs over the coming decades.</p> <p>This is an exciting opportunity for our city, as we reflect on how the city has been shaped in the past, from large areas of coast and sea being reclaimed to make space for the docks and housing in the west of the city; post second world war rebuilding and; more recently the transformation of parts of the city centre and district centres, with former employment sites such as the Ordnance Survey, the Ford Transit factory and Meridian TV studios being developed for housing and employment uses. The new Local Plan gives us the opportunity to work with our citizens and partners, to think creatively, to shape and set out how Southampton will be in the future.</p> <p>The city council has ambitious plans for continuing the transformation of the city, through cross-cutting initiatives such as the Green City Charter, which will deliver the ambition of being carbon neutral by 2030; the plans for Southampton to bid for City of Culture status; and the provision of 1000 council owned homes by 2025. Also, by working in partnership with key partners and businesses within the city and beyond, the city will help deliver the priorities set out by partner organisations such as the Solent Local Enterprise Partnership (e.g. the emerging Local Industrial Strategy). The new Local Plan is a key means by which we will work together in delivering a successful and transformed city in the future, ensuring we enable the city to grow, support the needs of our residents and communities, and become more sustainable.</p> <p>This report sets out the first three stages in producing a new Local Plan for the city.</p> <p>1) A Local Development Scheme (known as ‘Preparing our Development Plans’), which sets out how and when we will prepare the new ‘Southampton City Vision’ Local Plan and other essential planning documents;</p>

2) A Statement of Community Involvement (known as ‘Involving you in Planning’), which sets out how we will involve stakeholders in planning in the city;

3) The Issues and Options consultation, which will help shape the new ‘Southampton City Vision’ Local Plan.

RECOMMENDATIONS:

	(i)	To adopt the proposed documents ‘Preparing our Development Plans’ and ‘Involving you in Planning’ as set out in Appendix 1 and 2.
	(ii)	To approve the proposed approach to the Local Plan Issues and Options consultation as set out in Appendix 3.
	(iii)	To delegate authority to the Service Director – Growth, following consultation with the Cabinet Member for Place and Transport, to make minor amendments to the ‘Preparing our Development Plans’ and ‘Involving you in Planning’ documents before publication.
	(iv)	To delegate authority to the Service Director – Growth, following consultation with the Cabinet Member for Place and Transport, to finalise the Issues and Options questionnaire prior to consultation.

REASONS FOR REPORT RECOMMENDATIONS

1.	To ensure Southampton City Council’s compliance with the statutory duty set out in Planning and Compulsory Purchase Act 2004.
2.	To ensure that Southampton City Council is providing a clear timeline for the production of planning documents and a strategy for public consultation that is accessible to all and can be used to monitor progress.
3.	In order for the Council to continue progressing the new Local Plan.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4.	<ul style="list-style-type: none"> To continue using the Council’s existing Local Development Scheme and Statement of Community Involvement. <p>This is not a credible option as the existing documents are out of date, do not reflect up to date stakeholder engagement principles and would not be in accordance with the requirements of the Compulsory Purchase Act 2004 (as set out in para 5).</p> <ul style="list-style-type: none"> To utilise the previous 2015 Issues and Options results. <p>This is not a credible option as it yielded a very small response rate of 250, which is a much lower reach than necessary to ensure meaningful engagement for a Local Plan. Also the issues arising since 2015 may have changed significantly.</p>
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DETAIL (Including consultation carried out)

5.	<p><u>The Local Plan</u></p> <p>A Local Plan needs to make sure that growth is managed and sets out some rules about what can be built and where. Importantly it also makes sure that it doesn’t just deliver houses or work spaces but all the things people need to live and work:</p> <ul style="list-style-type: none"> School places Health services
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- Transport network
- Open spaces
- Quality environment (including sustainability principles)

This report sets out the first three stages in producing a new Local Plan for the city.

As the local planning authority, Southampton City Council has a statutory duty to produce a Local Development Scheme (known as 'Preparing our Development Plans') and a Statement of Community Involvement (known as 'Involving you in Planning'), under the Planning and Compulsory Purchase Act 2004.

The Council's last Local Development Scheme was compiled in March 2016 and the previous Statement of Community Involvement was published in 2013. Both of these documents are now considered out of date and in need of updating. Until this is done, our new Local Plan cannot be progressed as together the two documents need to guide the plan's production.

'Preparing our Development Plans' – the Local Development Scheme

This sets out the Council's timetable for producing and reviewing its planning documents, which include documents such as the Local Plan. This document must outline any planning policy documents the Council intends to produce and the timescales for doing so in order for progress to be monitored.

The following sets out the material changes between the existing Local Development Scheme and the proposed 'Preparing our Development Plans' document (set out in Appendix 1).

- Change to general format of document – Clear and concise 'walk through' style with question and answer type approach to disseminating information
- General changes to planning terminology - in order to correspond with planning legislation and ensure consistency through the document itself and between other documents (i.e. the Statement of Community Involvement)
- Streamlined document - to eliminate unnecessary information and make more user-friendly for a variety of audiences
- Use of infographics rather than tables - to make the document more interesting and understandable for a variety of audiences
- Update to timetable for the new Local Plan preparation – to provide and up to date timescale in accordance with our statutory duty (see para. 6)
- Inclusion of reference to the SCI - to ensure the LDS and SCI relate back to one another and are considered as a whole, where necessary

'Involving you in Planning' – a Statement of Community Involvement

This document sets out the Council's consultation framework for seeking views on planning matters. It should set out how, when, and with whom consultation will take place and allow for flexibility that responds to changing circumstances, audiences and documents. All consultation on planning matters must then be conducted in line with this document.

The following sets out the material changes between the existing Statement of Community Involvement and the proposed 'Involving you in Planning' document (set out in Appendix 2):

- Change to general format of document – 'walk through' style with question and answer type approach to disseminating information to correlate with new document
- General changes to planning terminology - in order to correspond with planning legislation and ensure consistency through the document itself and between other documents
- Streamlined document - to eliminate unnecessary information and make more user-friendly for a variety of audiences
- Separation of Development Plan Document and Supplementary Planning Documents' preparation process tables – to make each process clearer to readers.
- Inclusion of Neighbourhood Plan preparation process – to provide the public with a clear understanding of the process and what is the neighbourhood forum's responsibility as well as where and how the Local Planning Authority is obliged to assist
- Inclusion of reference to the 'Preparing our Development Plans document - to ensure they relate back to one another and are considered as a whole, where necessary
- Inclusion of indicative consultee list – to be more transparent about who we will consult on plan-making matters
- Deletion of outdated contact details – to avoid customer complains for not being able to reach the department for advice

These two documents are inherently connected because the Local Planning Authority has a statutory requirement to consult on the production of new planning policy and this consultation must be carried out in accordance with the Council's 'Involving you in Planning' document.

The Cabinet is therefore asked to adopt the proposed documents as set out in Appendix 1 ('Preparing our Development Plans') and Appendix 2 ('Involving you in Planning').

These two documents form the first steps in producing the new Southampton Local Plan. The third step is to bring the Issues and Options for the new Southampton Local Plan to Cabinet prior to consultation in the autumn.

Issues and Options Consultation

In order to inform and shape a new Local Plan it is essential to understand the views of stakeholders at the start of the process. The government have produced guidance on how planning authorities go about plan making (in the National Planning Policy Framework – NPPF). This states that "*Plans should be shaped by early, proportionate and effective engagement between plan-*

	<p><i>makers and communities, local organisations, businesses, infrastructure providers and operators and statutory consultees</i>". Furthermore it states that "... plans should provide a positive vision for the future of each area; a framework for addressing housing needs and other economic, social and environmental priorities; and a platform for local people to shape their surroundings".</p> <p>Therefore the first stage of a Local Plan is about consulting with stakeholders about their needs and aspirations for the growth of the city, and the options for how we shape the plan to accommodate these. This is known as 'Issues and Options' consultation, which is proposed will take place in September, October and November.</p> <p>Southampton City Vision is a plan that will set out the key principles about how and where future development will take place across the city.</p> <ul style="list-style-type: none"> • Whilst Southampton City Council is responsible for preparing the plan, it does not have all the answers. Our starting point is understanding the needs of our residents and businesses in the city. • The first stage of this is to ask stakeholders what their needs and aspirations are for the city for the future. This will be through an 'Issues and Options' consultation from September – November. • This will give us the information to help us shape the plan, and to commission technical studies which will provide us with a sound evidence base, on which to base the plan as we develop it. <p>The results of this consultation will shape the draft Local Plan and will enable stakeholders to take part in genuine co-production of the Plan, and the evidence base which is required to underpin it.</p> <p>Appendix 3 of this report sets out the principles behind this consultation. It is proposed that the detailed design of this consultation is delegated to the Service Director, in consultation with the Portfolio Holder, for more detailed work prior to the consultation launching in early September.</p>
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RESOURCE IMPLICATIONS

Capital/Revenue

6.	There is a revenue cost of producing the Southampton Local Plan as it will involve commissioning specialist technical experts to produce a sound evidence base. This cost will be met within existing revenue budgets.
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Property/Other

7.	Not applicable.
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LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

8.	As the Local Planning Authority, Southampton City Council has a statutory duty to produce a Local Development Scheme and a Statement of Community Involvement, under the Planning and Compulsory Purchase Act 2004. The first stage of consultation on the plan, known as Issues and
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	Options, is set out in the Town and County Planning (Local Planning) (England) Regulations 2012.
Other Legal Implications:	
9.	The production and content of the 'Preparing our Development Plans' and 'Involving you in Planning' is subject to compliance with the duties set out in the Equalities Act 2010 and the Crime & Disorder Act 1998 (s.17). Both the approach to adopting the documents, and the content, must be prepared having regard to the need to eliminate discrimination on the basis of protected characteristics and the need to reduce or eliminate crime & disorder in the local area.
RISK MANAGEMENT IMPLICATIONS	
10.	<p>The risk of Southampton City Council not adopting an up to date Local Development Scheme and Statement of Community Involvement is set out in paragraph 6.</p> <p>The risk of Southampton City Council adopting 'Preparing our Development Plans' and 'Involving you in Planning' (as set out in Appendices 1 & 2) is that the Ministry for Housing, Communities and Local Government (MHCLG) will monitor compliance with the timetable in the 'Preparing our Development Plans' document and could 'designate' the Council if it does not comply with the timetable.</p> <p>Secondly, if the Council is not able demonstrate that it has not used the principles set out in 'Involving you in Planning' in formulating planning policies and in the determination of planning applications, it could be open to challenge. If upheld, this could result in the new Local Plan not being found 'sound' by a Planning Inspector.</p> <p>The risk of not undertaking an Issues and Options consultation as the first stage of the Local Plan consultation process is that the Council would not be aware of the range of stakeholder interests which need to be addressed in the Local Plan, and the Local Plan would therefore not be developed in a manner which addresses these needs. As set out in the paragraph above, this could lead to the new Local Plan not being found sound, and would risk the Council not having an up to date Local Plan and could lead to the Council being 'designated' by MHCLG.</p>
POLICY FRAMEWORK IMPLICATIONS	
11.	<p>The Local Development Scheme and Statement of Community Involvement are both statutory documents that Southampton City Council are required to produce, in accordance with the Planning and Compulsory Purchase Act 2004.</p> <p>The Issues and Options consultation will be in accordance with the requirements set out in the Town and County Planning (Local Planning) (England) Regulations 2012.</p>

KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	All (citywide)
SUPPORTING DOCUMENTATION	
Appendices	
1.	Appendix 1 – Proposed ‘Preparing our Development Plans’ document.
2.	Appendix 2 – Proposed ‘Involving you in Planning’ document.
3.	Appendix 3 – Proposed Issues and Options Consultation
4.	Equality and Safety Impact Assessment
Documents In Members’ Rooms	
1.	N/A
Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	Yes
Data Protection Impact Assessment	
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No
Other Background Documents	
Other Background documents available for inspection at: Not Applicable.	
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.	Not Applicable.

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PREPARING OUR DEVELOPMENT PLANS

A Local Development Scheme for Southampton

What is this document?

'Preparing our Development Plans' is a document that sets out how and when Southampton City Council will prepare the new 'Southampton City Vision' and other essential planning documents from 2019 onwards. These documents are referred to by government as Development Plan Documents, or DPDs.

Together, these plans express our vision for the city and form our planning policy framework known as the 'Development Plan'. The purpose of the Development Plan is to guide all planning and development decisions for the area to which it applies.

In light of the above, the objectives of this 'Preparing our Development Plans' document are:

- To meet the requirements of the Planning and Compulsory Purchase Act 2004; the Planning Act 2008; the Localism Act 2011; the National Planning Policy Framework (NPPF) 2019 and the National Planning Policy Guidance (NPPG);
- To accord with the Council's strategy for engagement as set out in the 'Involving you in Planning' document (2019);
- To present a plan that ensures a continued and up to date planning policy framework for Southampton; and
- To be accessible and user friendly for everyone.

Why is this document important for Southampton?

It is Southampton City Council's obligation to produce this document and ensure it is updated regularly. However, as it is required to include details of the proposed Development Plan changes, as well as a timetable for the works, it is also a great starting point for the local community and other interested parties to find out more about the planning of the city and to keep track of progress.

As a focal point in central southern England, and the principal city in south Hampshire, Southampton is an important regional location for growth and the development of new homes; additional employment opportunities; transport connections; and retail, leisure and education facilities. It is also the home of a globally important port, for both cruises and the transport of goods, and is a gateway to the Isle of Wight. It is therefore important that our Development Plan recognises all of the above and allows us to take advantage of

opportunities whilst promoting sustainable growth, protecting and enhancing of our natural and historic environment whilst ensuring vibrancy and attractiveness is maintained.

However, planning issues often change over time and policies can sometimes prove ineffective in tackling new problems or aiding us to drive forward change or growth when new opportunities arise. It is therefore vital to update the Development Plan regularly and to ensure it is relevant to local planning issues. However, the Council also believes it is important to keep this document up to date so that local people, businesses and other interested parties can stay properly informed about why, how and when we plan to make changes.

What is Southampton's Development Plan?

Southampton City Council's Development Plan comprises a series of documents which, as a whole, set out our aspirations for the city, our long-term strategic plans for Southampton as well as a variety of other non-strategic planning policies. These are used to manage all development within the city boundary (see figure 1) and is what our planning officers consider development proposals against to ensure that we, as the planning authority, are making consistent decisions in the best interest of the city.

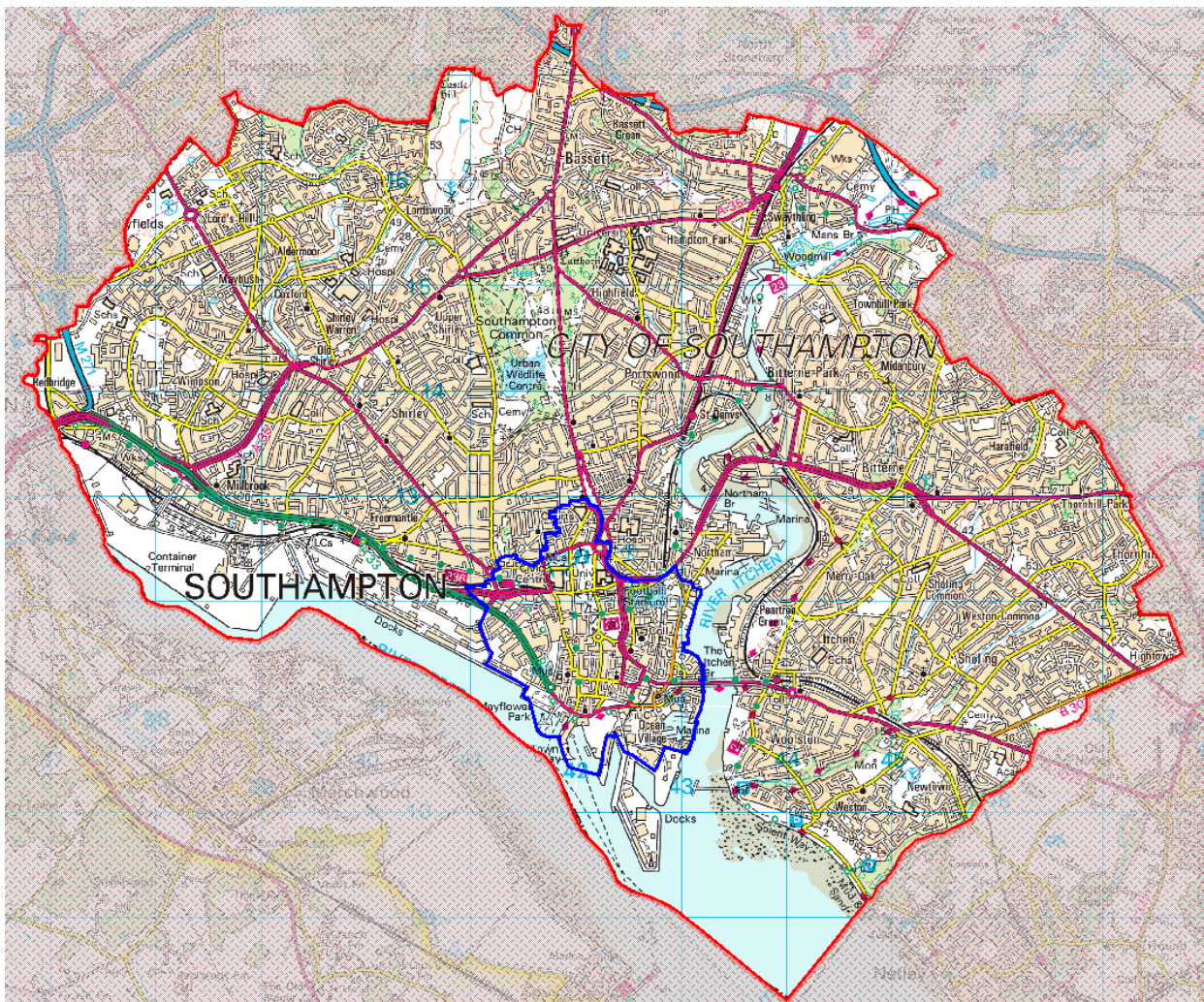


Figure 1: Map of Southampton, including city boundary (red) and city centre boundary (blue).

What documents form the existing Development Plan for Southampton?

Southampton’s Development Plan currently comprises 6 DPDs as shown in Figure 2. Further details on each of these documents, and the areas they apply to, is provided below.

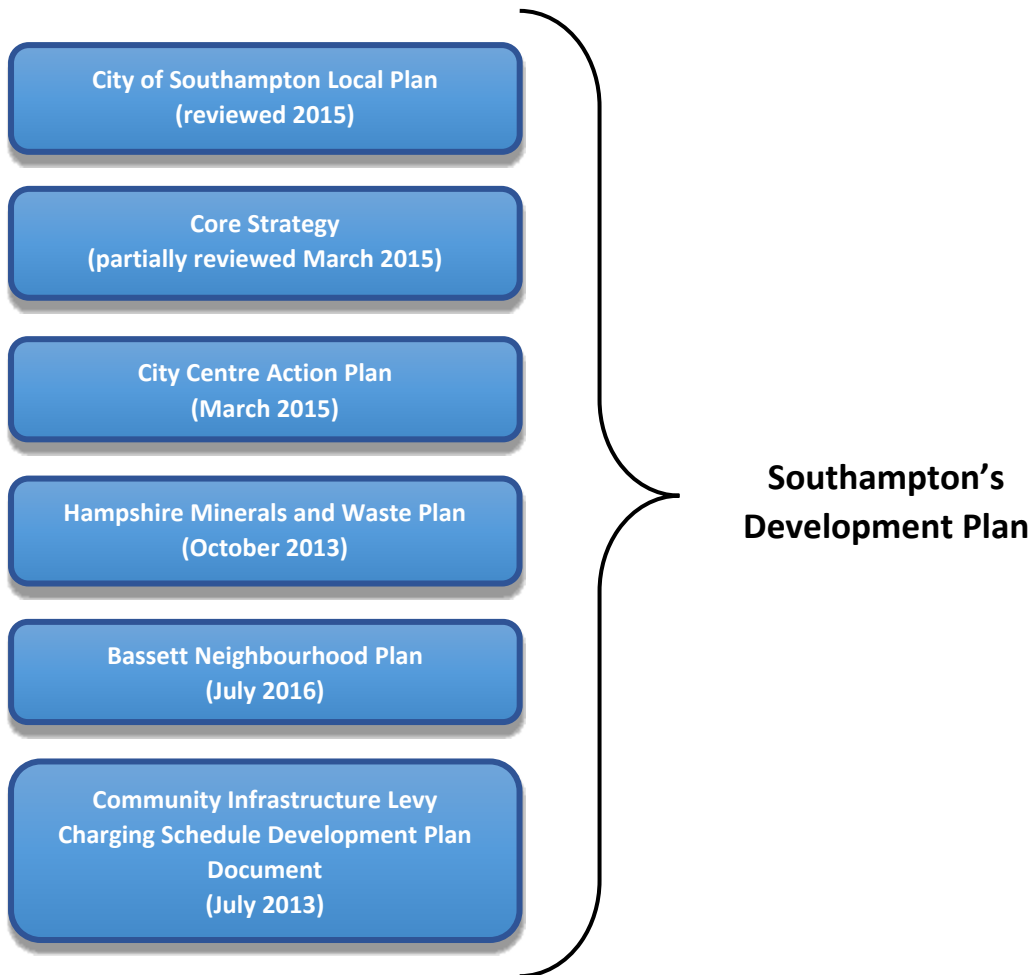


Figure 2: Development Plan Documents that form Southampton’s existing Development Plan

City of Southampton Local Plan March 2006 and Review 2015

The original Local Plan was adopted in 2006 to provide a land use framework for entire city. However, the initial documents that informed it (e.g. the City Strategy 1999 and Community Strategy 2003) had become out of date, therefore a review in 2015 updated its policies to ensure the Local Plan was fit for purpose and current use. The Local Plan Review (adopted March 2015) is therefore the latest version of this document and replaces parts of the original plan to align with Southampton’s other adopted DPDs (listed below).

Core Strategy 2010 and its Partial Review March 2015

The original Core Strategy provided an overarching vision for Southampton to the year 2026, providing strategic policies for the city's economic development and spatial approach to planning. The 2015 Partial Review effectively updated the document with three focussed changes that responded to altered priorities, more recent evidence and changing legislation. These were:

- Introduction of the national 'presumption in favour of sustainable development';
- A reduction of office and retail targets; and
- Changes to the biodiversity policy

City Centre Action Plan March 2015

This document was based upon the priorities set out in a masterplan undertaken in 2012. With a time horizon to 2026, the City Centre Action Plan (CCAP) has a vision and strategy for the city centre (see Figure 1 for city centre boundary).

The Hampshire Minerals and Waste Local Plan 2013

This plan covers the areas of Portsmouth, Southampton, New Forest National Park and the South Downs National Park. It addresses issues of supply, in terms of producing minerals for the construction industry, and managing mineral extraction in high quality landscapes (e.g. along the River Itchen and the Port of Southampton). However, the rising profile of waste management and recycling is presenting greater challenges to transport routes, noise and pollution (like dust emissions). As such, the plan's vision is to protect the environment, maintain communities and support the economy.

Bassett Neighbourhood Plan 2016

The Bassett Neighbourhood Plan was adopted by the Council on 20 July 2016, and runs up to 2029. It contains policies that seek to protect the green spaces, trees and the existing character in the ward of Bassett, acting to positively steer development and change in the area. It identifies high, medium and low density areas for housing with an emphasis upon the provision of family homes in response to identified need, managing traffic and controlling the growth of houses in multiple occupation (HMOs).

Community Infrastructure Levy Charging Schedule 2013

Community Infrastructure Levy (CIL) is a standard, non-negotiable charge applicable to developments in the city where there is a net increase of 100 square metres of floor space or the creation of one or more dwellings. This document sets out the criteria for CIL charging in Southampton as well as the charging rates for different types of development.

What changes are proposed for Southampton’s Development Plan?

As explained above, and depicted in Figure 2, the current Development Plan for Southampton comprises a series of 6 DPDs. As the Local Plan, Core Strategy and City Centre Action Plan have now become outdated, and we would like to make our Development Plan easier to comprehend and more user-friendly. The Planning Policy Team therefore plans to combine the types of policies covered by these three outdated DPDs into a singular document - the ‘City Vision Local Plan’ (see Figure 3).

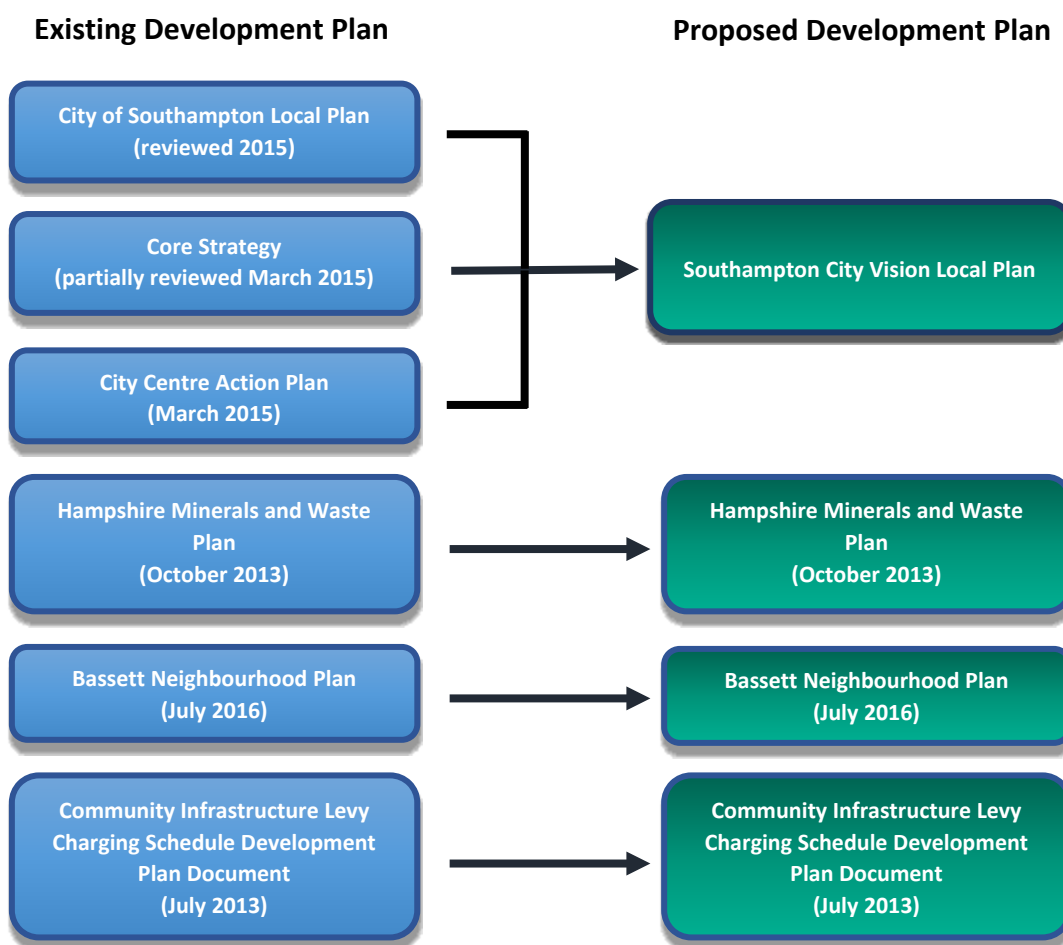


Figure 3: Existing Development Plan vs. Proposed Development Plan

The other documents that form our existing Development Plan, namely the Hampshire Minerals and Waste Plan, Bassett Neighbourhood Plan and CIL Charging Schedule will remain as existing. However, we anticipate that in the future there will be a need to review the Hampshire Minerals and Waste Plan in partnership with our neighbouring Councils, including Hampshire County Council.

The new 'Southampton City Vision' Local Plan

The future development needs of Southampton will be set out in this long term strategy to manage development, protect the environment and promote sustainable communities. It will set out how Southampton's growth needs will be met and will include policies for assessing planning applications and new development proposals across the whole of the city.

The new Local Plan provides us with the opportunity to take a fresh look at challenges and opportunities in the city and to think about where we can update planning policy to tackle or take advantage of certain matters. It will also plan for our continuing growth and ensure that we can deliver the new homes, businesses, jobs, shops and infrastructure the city needs.

Appendix 1 sets out the timetable of milestones in the plan's preparation and final adoption.

How will the Council ensure that the Local Plan milestones are reached effectively and on time?

To deliver the programme as set out in the latest timetable (Appendix 1) it will be important to:

- Produce a sound and robust evidence base;
- Ensure stakeholders and the community are involved in the process, in accordance with the 'Involving you in Planning' document (2019);
- Ensure we deliver legislative requirements (as necessary);
- Allocate sufficient resources (staffing and financial) to carry out the required tasks;
- Review and monitor work undertaken (e.g. through the Annual Monitoring Report); and
- Assess risk, in terms of both mitigation and contingency

The Council will also keep this document, and the relevant planning documents, under regular review, amending its programme of work as necessary to ensure the continuation of sound planning strategies and policies for Southampton.

How will the Council report on the progress of the Development Plan changes?

Southampton City Council Website

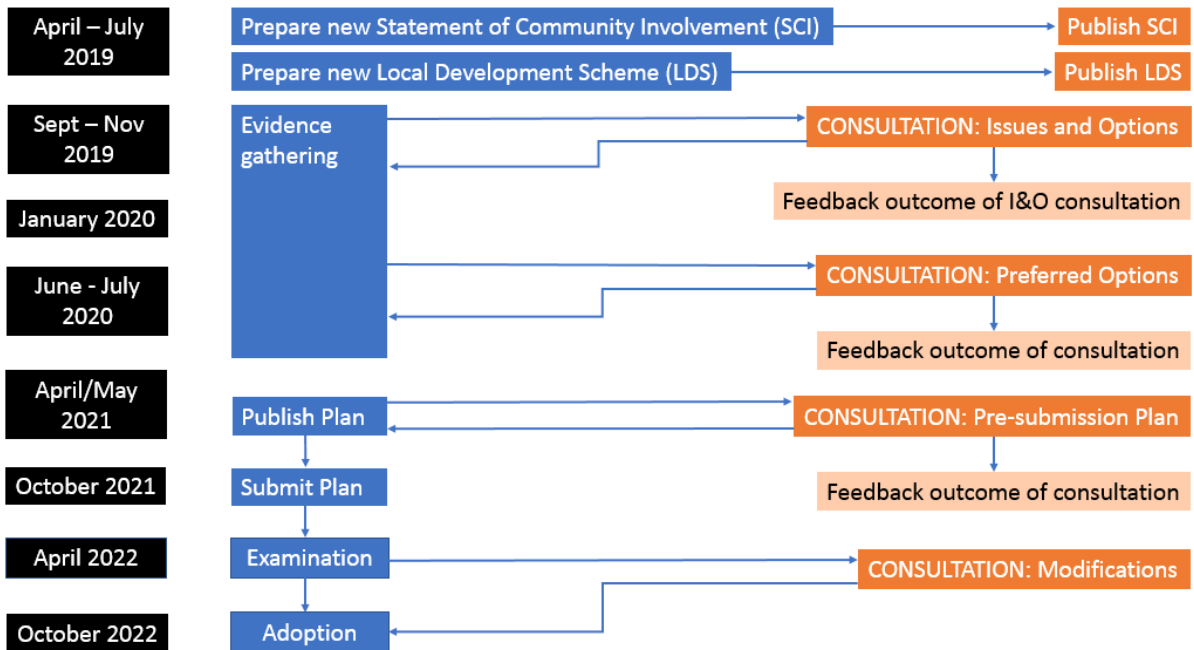
The Planning Policy webpages on the website will be kept up to date throughout the development of any new development plan documents, including those associated with the new Southampton City Vision Local Plan. We will use these pages to communicate our

overall progress, provide information on any consultations or engagement activities that we are undertaking, publish any background documents that will support the plan and to publish the plan itself.

Authority Monitoring Report (AMR)

The AMR is a document required to be produced annually in order to provide monitoring updates on a range of planning matters and measure the effectiveness of our planning policies. In this document we will update on our progress towards any milestones set out in our 'Preparing our Development Plans' document and identify whether or not any of our proposed timescales require adjustment.

APPENDIX 1 – Southampton City Vision Local Plan Timetable



INVOLVING YOU IN PLANNING

A Statement of Community Involvement

WHAT IS 'INVOLVING YOU IN SOUTHAMPTON'?

Planning affects us all; the homes we live in, the facilities we use, the different ways we travel, and the places we go to work and to school. These are all the result of planning decisions, ones that you have the opportunity to comment on and contribute towards.

As the local planning authority for Southampton, Southampton City Council is responsible for making decisions about future development across the city. However, the council recognises that **residents, businesses and other organisations have a valuable role to play in helping shape plans and provide new ideas.** If you live in the city **you know your community;** what works well and what needs to be improved. Businesses, local groups and organisations all have information and ideas to help shape future development in Southampton. By taking part you can ensure that we understand what you feel is best for you and Southampton, when making planning decisions.

To make sure residents, businesses and other stakeholders are clear about how and when they can have their say each planning authority must produce a 'Statement of Community Involvement' which sets out its approach. This statement is also a legal requirement under the Planning and Compulsory Purchase Act 2004 in connection with the preparation of other plans.

This document sets out how and when the council will seek the views of local people, businesses and key organisations on local planning matters. The previous Statement of Community Involvement was published in 2013 but it is important that they are reviewed every five years to ensure they reflect the latest legislation and methods of consulting.

This Statement also reflects the 'Southampton Compact' which was agreed between statutory agencies and their voluntary and community partners in 2013. However, whilst the Compact recommends a formal consultation period of a minimum of 12 weeks, this Statement follows the requirements in the Planning Acts - a minimum of 6 weeks for formal consultation together with more informal ongoing consultation during the preparation of the plan.

WHY IT IS IMPORTANT TO GET YOUR VIEWS....

Whilst there is a legal obligation to consult on a range of planning matters, Southampton City Council also recognises the value of involving local people in place shaping. After all, it is

these people who know most about their neighbourhoods and it is the local communities that are most likely to be affected by development proposals in their areas.

Involving local people in the consideration of planning matters for their area means that we, as the local planning authority, can:

- benefit from residents' detailed local knowledge, expertise and their perspectives;
- work towards gaining greater community support for, and ownership of policies, strategies and decisions;
- try to help communities be more informed, involved and committed to the future development of their area; and
- ensure we are planning for development that improves quality of life and the built and natural environment.

HOW WE WILL CONSULT WITH YOU....

Consultation Principles:

The purpose of consultation is to ensure people who may be affected by planning decisions, at all scales of development, have the opportunity to have their say on proposals and the council fully consider comments received, alongside all other evidence when making decisions. Southampton City Council takes its duty to consult very seriously and all consultations are carried out following these key principles:

- **Inclusive:** so that everyone in the city has the opportunity to express their views.
- **Informative:** so that people have adequate information about the proposals, what different options mean, and a balanced and fair explanation of the potential impact.
- **Understandable:** by ensuring that the language used to communicate is simple and clear and that efforts are made to reach all stakeholders, for example people who are non-English speakers or disabled people.
- **Appropriate:** by targeting people who are more likely to be affected and using a more tailored approach to get their feedback, complemented by a general approach to all residents, staff, businesses and partners.
- **Meaningful:** by ensuring decision makers have the full consultation feedback information so that they can make informed decisions.
- **Reported:** by letting consultees know what was done with their feedback.

Consultation methods

Understanding the diversity of local communities is critical to ensuring that the right techniques are used to consult with them, these will vary from group to group and person to person. There are a wide range of community networks that the Council can utilise in order to effectively contact communities, in particular those we seldom hear from.

'Involving you in Planning' is a flexible framework which allows different approaches to consultation so as to respond to the individual circumstances at the time – including the

nature of the plan being prepared, the potential issues involved, and the needs and preferences of the communities, groups and organisations likely to be affected.

We may use any of the following methods based on the needs of the individual consultation. IN choosing methods we will ensure these are proportionate to the scale and impact of the proposal, appropriate to those we need to consult and within resources available:

DIGITAL	Website emails: 'stay connected' social media People's Panel
HARD COPY	Letters local press public buildings
FACE TO FACE	Meetings Exhibitions ward members Workshops

What will we ask?

In order for consultation responses to be valid we will require the names and address of consultees, and the organisation they represent (if applicable). In addition to this we may, if appropriate, also ask for individuals to provide information about themselves such as their age group, gender, ethnic group or other details. This information is used only to help us understand who is responding to our consultation so we can check if they are representative of the population as a whole. If we find that we are not hearing from certain age groups or minority groups, this information can help us to focus on improving how we do this. We may then choose to use different methods to engage with people we have not heard from.

What will we do with comments received?

This document not only sets out the council’s commitment to involve local people and stakeholders in plan making, but also provides a commitment to ensure that this information is carefully considered alongside all other evidence when making planning decisions.

There are two processes for dealing with comments received, one which is followed for comments made on Local Plans and Supplementary Planning Documents and a second process for dealing with comments made on planning applications. The details for each are set out below.

WHAT SORT OF PLANS CAN YOU COMMENT ON?

As the local planning authority, we have a duty to consult within two different areas of the planning process:

1. Plan Making and Place Shaping:

- **Development Plan Documents (DPDs)** – the [Planning and Compulsory Purchase Act 2004](#) requires all local planning authorities to develop what is called a ‘development plan’. The development plan is a main consideration when determining planning applications for development proposals in the city. This means that they have to be considered when making a planning decision.

Development plans can consist of an individual planning document or a series of planning documents however, as a whole, these documents should provide a vision and a framework for the future development of the area. More specifically, they must set out the council’s priorities for land use and development and provide a comprehensive set of policies to address both the strategic priorities and non-strategic planning matters across the entire city.

- **Supplementary Planning Documents (SPDs)** – local planning authorities can choose to develop these documents as a means to provide further details, guidance and principles for development, beyond that of the policies set out in the development plan. SPDs can be used to provide further guidance for development on specific sites or on particular issues, such as design. SPDs are also a main consideration and must also be considered when making a planning decision.

2. Development Management:

- **Planning Applications** – for a specific development at a specific location, which can range from householder extensions to proposals for larger schemes such as new shopping centres, offices and housing developments a planning application must be submitted for determination, having regard to the policies set out in the development plan and any other main considerations.

There are different requirements for consultation for each of these areas of planning practice. This document sets out who the council will consult with for each of these and how we will do this.

THE DETAILS....

Plan Making and Place Shaping:

Development Plan Documents

Developing a development plan document is a lengthy process as it requires a great deal of technical evidence and input from a wide range of organisations and groups, which is ongoing as the plan is developed. It is important that we take the time to fully consider all evidence and involve the right organisations and local communities as the decisions will have a lasting impact on our city.

There is ongoing engagement and exchange of information with key organisations together with periods of formal consultation during which anyone can make comments. These consultations happen firstly when the plan is at an early stage and we are looking at the local issues and possible options for the future. Secondly, we consult once we have a draft plan. We may also consult on any changes to the draft plan made as a result of recommendations by the inspector through the examination process.

WHEN WILL WE CONSULT?

The following sets out the key stages in the development of a development plan document. Please note that some of these stages may be combined or overlap as appropriate at the time.

RESEARCH, INFORM & INVOLVE	<ul style="list-style-type: none">• Collect evidence• Work with organisations and share information• Identify key issues• Discuss potential options
CONSULTATION	<ul style="list-style-type: none">• Establishing issues and aspirations for the City• Understanding the needs of residents and businesses• Identify the housing and employment spaces needs
RESEARCH, INFORM & INVOLVE	<ul style="list-style-type: none">• Consider feedback from consultation• Collect further evidence• Ongoing discussions with relevant organisations• Identify preferred options and prepare draft plan
CONSULTATION (if required)	<ul style="list-style-type: none">• How are needs best delivered within the city
PUBLISH PLAN (PRE- SUBMISSION PLAN)	<ul style="list-style-type: none">• Prepare and publish the plan based on the evidence and views collected
CONSULTATION	<ul style="list-style-type: none">• Consultation on published plan• Can it deliver what is needed?• Have the best and most appropriate options been chosen?

	<ul style="list-style-type: none"> • Have all the right people been involved?
REFLECT AND REFINE	<ul style="list-style-type: none"> • Consider feedback from consultation • Update and amend where necessary
SUBMIT	<ul style="list-style-type: none"> • Submit final plan for inspection
INSPECT	<ul style="list-style-type: none"> • Examination held in public to discuss the soundness of the plan, before an independent inspector • Opportunity for organisations, groups and individuals who have raised objections to the plan to have their say and present evidence to the inspector
CONSULTATION (if required)	<ul style="list-style-type: none"> • Consult on any modifications to the plan
FINAL VERSION PLAN	<ul style="list-style-type: none"> • Final version of the plan, which incorporates any changes recommended by the inspector
ADOPT	<ul style="list-style-type: none"> • Council adopts the plan once the Inspector has found it to be sound

Although neighbourhood plans form part of the development plan once ‘made’ (or adopted), they follow a slightly different development process to the above. Neighbourhood plans are developed by the neighbourhood forum (NF) representing a specific area but the local planning authority (LPA) has responsibility for certain parts of the process. This process is detailed below.

APPLICATION FOR DESIGNATION	<ul style="list-style-type: none"> • Prospective NF sends application for designation to the LPA for approval (unparished areas only) • Prospective NF applies to LPA to designate neighbourhood area
CONSULT	<ul style="list-style-type: none"> • LPA consults on NA and/or NF (6 weeks) • LPA considers feedback from consultation
DESIGNATION	<ul style="list-style-type: none"> • LPA decides whether to designate (approval required to continue in neighbourhood plan process)
ENGAGEMENT & DRAFT PLAN	<ul style="list-style-type: none"> • NF conducts initial engagement to identify issues and aims for the plan • NF gathers baseline data and evidence • NF identifies and assesses options • NF conducts ongoing engagement with key stakeholders whilst developing a draft plan and any necessary background/evidence documents • NF ensures the draft plan is compliant with relevant planning legislation • LPA provides ongoing support and assistance, where required
CONSULT	<ul style="list-style-type: none"> • NF conducts pre-submission consultation according to statutory requirements • NF considers feedback from consultation and makes appropriate amendments

SUBMISSION TO LOCAL PLANNING AUTHORITY	<ul style="list-style-type: none"> • NF submits proposed neighbourhood plan to the LPA
INSPECT	<ul style="list-style-type: none"> • LPA checks compliance with planning legislation, national planning policy and local planning policy (LPA must agree the plan complies to progress)
PUBLICISE & CONSULT	<ul style="list-style-type: none"> • LPA conducts formal publication and consultation according to statutory requirements • LPA gathers representations and feedback from the public, stakeholders and other interested parties
EXAMINATION	<ul style="list-style-type: none"> • LPA submits plan for independent examination • Inspector examines the plan and issues recommendation to LPA stating whether modifications are required and if the plan may progress to referendum • NF and LPA work to address required modifications, if necessary
REFERENDUM	<ul style="list-style-type: none"> • MPA publishes notice of referendum • Polling carried out • Results declared
ADOPT	<ul style="list-style-type: none"> • If the referendum result is positive the LPA adopts the plan and it becomes part of the Development Plan immediately

WHO WILL WE CONSULT?

The development plan affects the whole city and must set out a framework for future development in the long-term. This means that it is important to ensure that engagement and consultation is designed to enable residents, businesses and organisations to give their views if they wish to do so. This includes younger people and children as plans will affect their future.

Those we will consult with can be divided into three key groups:

1. **Specific Consultation bodies** - this group includes all of the key organisations and agencies such as neighbouring councils (under duty to co-operate), Highways England, the Environment Agency, National Rail, Natural England, relevant communications companies, health authorities, electricity and gas companies, sewerage and water companies, full list of consultation bodies shown in appendix 1.
2. **General Consultation bodies** – those that represent local groups / communities, such as:
 - a. Developers and agents
 - b. Voluntary groups and residents associations
 - c. Businesses groups and forums
3. **Individual residents and local businesses**

Details for each of these groups are set out in Appendix X (use information in existing SCI).

Supplementary Planning Documents

The process for introducing an SPD is similar to DPDs as detailed above. There is a need to gather evidence and engage with relevant stakeholders, however there is just one stage of formal consultation when anyone can make comments on the document, and there is no public examination by an independent inspector from the Planning Inspectorate. The stages of this process are set out below.

RESEARCH, INFORM & INVOLVE	<ul style="list-style-type: none"> • Collect evidence • Work with organisations and share information • Identify key requirements • Discuss potential options
PUBLISH SPD	<ul style="list-style-type: none"> • Prepare and publish the plan based on the evidence and views collected
CONSULTATION	<ul style="list-style-type: none"> • Consultation on published document • Does it provide clear and appropriate guidance? • Have all the right people been involved?
FINAL VERSION PLAN	<ul style="list-style-type: none"> • Final version of the plan, which incorporates any changes recommended by the inspector
ADOPT	<ul style="list-style-type: none"> • Council adopts the document after comments have been considered and appropriate changes made

A supplementary planning document will affect different people depending on its content, therefore consultation may be targeted at those living in a particular part of the city or with a specific interest in the topic or issue. However, anyone can comment during the formal consultation stage therefore the Council will use a range of methods and engage with those in each of the three groups set out above, proportionate to the scale and impact of what is set out in the SPD.

What happens to comments you make during these consultations?

All comments will be fully considered and changes will be made to the plans where appropriate. We may also contact individuals or organisations to discuss the views and suggestions that they have made.

The council has a duty to balance the following:

- Your comments
- Comments received from other people/organisations
- Existing evidence
- Legal requirements
- Other local and national policies, needs and interests.

Consequently, there will be circumstances where the council does not alter the plan to accommodate the views of a respondent. However, in the case of a DPD, there is a further opportunity for people to put forward their views, through the public examination process.

Comments made during the development of a plan will be taken into account before the next version is published for consultation.

All written comments received during the formal consultation stages will be:

- Recorded and acknowledged within 15 days
- Made available for other to see
- Sent to the Planning Inspector (in the case of a DPD)

A summary of the main issues raised during the consultation and how these have been taken into account will be published as soon as it is practical to do so. This may be several months after the consultation period.

Planning Applications

Most people become involved in the planning system when an application for development is submitted that may have an effect on their property or area, and they want their views to be taken into account when the application is decided.

The council's Development Management Team is responsible for the processing of most planning applications within Southampton. There are two distinct stages when local people can become involved:

- 1. Non-statutory pre – application consultation** carried out by the applicant / developer before they submit the application

The National Planning Policy Guidance (NPPG) states that: Local planning authorities have a key role to play in encouraging other parties to take maximum advantage of the pre-application stage. They cannot require that a developer engages with them before submitting a planning application, but they should encourage take-up of any pre-application services they offer. They should also, where they think this would be beneficial, encourage any applicants who are not already required to do so by law to engage with the local community and, where relevant, with statutory and non-statutory consultees, before submitting their applications.

At this stage applicants may wish to carry out a consultation exercise in order to understand public views on their proposal, and therefore be able to address any major issues, before they submit the application.

Though developers are encouraged to engage with the local community before submitting the application, this is not a legislative requirement and not something carried out by the local authority.

Notwithstanding the above, the council encourages developers running pre-application consultation to:

- Agree the consultation approach with the council, including considering what is required to involve seldom heard groups or groups that will particularly be affected by the changes
- Inform local people about the details of the scheme and be clear what elements can be influenced by making comments.
- Clearly identify any changes made as a result of comments based on sound planning reasons.
- Submit a statement with the planning application outlining the community involvement that has been carried out, the comment received and any changes made as a result.

2. Consultation on the planning application

Once a planning application has been received and it has been formally checked that all the necessary information has been submitted (validated) and the application is registered, the local planning authority is required (by planning legislation) to carry out public consultation.

What sorts of planning applications will the council consult on?

Planning applications can be required for a range of different developments from householder extensions to proposals for larger schemes such as new shopping centres, offices and housing developments. The erection of new buildings, and, sometimes, changing what an existing building is used for (e.g. using a house for a pub), is likely to require planning permission. If planning permission is required, the landowner or developer must submit a planning application to the council's Planning Department. The Planning Department will then consult affected people and organisations, as set out in planning legislation (see below), in order to give them a chance to comment on the proposals. Whilst applications for Certificates of Existing Lawful Use or Development are not planning applications as such, we will consult on these requests as appropriate.

When, who and how the council will consult:

Once a planning application is validated and registered, the assessment of its merits may commence. Part of this process includes carrying out consultation, which may include:

- Consulting specialist organisations - such as the Highways Agency, Environment Agency, Natural England, utility providers to establish as to whether the proposals have an impact on the specialist concerns of the organisation;
- Consulting other council teams - such as Highways, Planning Policy, Ecology, Environmental Health etc. to establish whether the proposals would be contrary to current policy or would have an unacceptable impact on any other important aspects of city life;

- Consulting with neighbours - A notification letter is sent to neighbouring properties that share a common boundary with the application site and for some applications, usually major schemes, will be sent to those situated within a slightly larger radius of the site; and
- Consulting with the wider community – this will be done by:
 - Making applications available on-line through Public Access (found on planning webpages);
 - Using site notices as appropriate;
 - Informing residents associations of applications in their area if they have asked to be notified; and/or
 - Advertising in a local newspaper – This is only for some planning applications, such as those that concern conservation areas or listed buildings; affect a Public Right of Way; are major applications; or conflict with the policies of the adopted Local Plan.

The legislative requirements for advertising and consulting on planning applications are set out in the Town and County Planning (Development Management Procedure) (England) Order 2015. This statutory instrument also states that people have 21 days to submit written comments (which can be by letter, email or via Public Access) in order for their views to be taken into consideration as part of the application.

APPENDIX 1 - Indicative List of Consultees:

To clarify, the Council will consult on all planning matters in accordance with the latest planning regulations. The following list acts to provide a comprehensive indication of organisations to be consulted on plan-making in Southampton and is by no means finite. Furthermore, please note that this list includes both statutory consultees and general bodies and that the list may be subject to change over time

Organisation	Type
Eastleigh Borough Council	Neighbouring Councils
Hampshire County Council	Neighbouring Councils
Isle Of Wight Council	Neighbouring Councils
New Forest District Council	Neighbouring Councils
New Forest National Park Authority	Neighbouring Councils
Portsmouth City Council	Neighbouring Councils
Test Valley Borough Council	Neighbouring Councils
Fareham Borough Council	Neighbouring Councils
Winchester City Council	Neighbouring Councils
South Downs National Park Authority	Neighbouring Councils
Bursledon Parish Council	Neighbouring Parish Councils and Neighbourhood Plan Forums
Chilworth Parish Council	Neighbouring Parish Councils and Neighbourhood Plan Forums
Hedge End Town Council Office	Neighbouring Parish Councils and Neighbourhood Plan Forums
Hound Parish Council	Neighbouring Parish Councils and Neighbourhood Plan Forums
Hythe and Dibden Parish Council	Neighbouring Parish Councils and Neighbourhood Plan Forums
Marchwood Parish Council	Neighbouring Parish Councils and Neighbourhood Plan Forums
Nursling & Rownhams Parish Council	Neighbouring Parish Councils and Neighbourhood Plan Forums
Totton & Ealing Town Parish Council	Neighbouring Parish Councils and Neighbourhood Plan Forums
West End Parish Council	Neighbouring Parish Councils and Neighbourhood Plan Forums
Bassett Neighbourhood Forum	Neighbouring Parish Councils and Neighbourhood Plan Forums
Any adjacent Neighbourhod Forums	Neighbouring Parish Councils and Neighbourhood Plan Forums
Southampton BID	Local stakeholder organisation

Southampton city Residents Associations	Local stakeholder organisations
CABE / Design Council	Statutory Agencies and Sub Regional Bodies
Department For Culture, Media And Sport	Statutory Agencies and Sub Regional Bodies
Department for Education	Statutory Agencies and Sub Regional Bodies
Department for Education (DfE)	Statutory Agencies and Sub Regional Bodies
Environment Agency	Statutory Agencies and Sub Regional Bodies
Forestry Commission	Statutory Agencies and Sub Regional Bodies
Hampshire Constabulary	Statutory Agencies and Sub Regional Bodies
Health And Safety Executive	Statutory Agencies and Sub Regional Bodies
Hampshire Swift	Statutory Agencies and Sub Regional Bodies
Highways England	Statutory Agencies and Sub Regional Bodies
Historic England– South East	Statutory Agencies and Sub Regional Bodies
Home Office Civil Defence	Statutory Agencies and Sub Regional Bodies
Homes England	Statutory Agencies and Sub Regional Bodies
Ministry of Justice	Statutory Agencies and Sub Regional Bodies
Marine Management Organisation	Statutory Agencies and Sub Regional Bodies
Ministry of Defence	Statutory Agencies and Sub Regional Bodies
Natural England	Statutory Agencies and Sub Regional Bodies
Office of The Police and Crime Commissioner For Hampshire	Statutory Agencies and Sub Regional Bodies
PUSH Partnership For Urban South Hampshire	Statutory Agencies and Sub Regional Bodies
Solent Local Enterprise Partnership	Statutory Agencies and Sub Regional Bodies
Sport England	Statutory Agencies and Sub Regional Bodies
The Environment Centre	Statutory Agencies and Sub Regional Bodies
Department for Business Innovation & Skills	Statutory Agencies and Sub Regional Bodies
Department for Communities & Local Government	Statutory Agencies and Sub Regional Bodies
Department For Environment Food and Rural Affairs	Statutory Agencies and Sub Regional Bodies
Department of Constitutional Affairs	Statutory Agencies and Sub Regional Bodies
Department for Energy and Climate Change	Statutory Agencies and Sub Regional Bodies
Hampshire Fire And Rescue Service	Statutory Agencies and Sub Regional Bodies
Skills Funding Agency	Statutory Agencies and Sub Regional Bodies
Civil Aviation Authority	Statutory Agencies and Sub Regional Bodies
NATS	Statutory Agencies and Sub Regional Bodies
ABP	Other Infrastructure Bodies
Clinical Commissioning Group (CCG)	Other Infrastructure Bodies
EE	Other Infrastructure Bodies
Luken Beck Ltd On Behalf of Southampton University	Other Infrastructure Bodies
Solent University	Other Infrastructure Bodies
Mono Consultants Limited (Mobile Operators Association)	Other Infrastructure Bodies
Network Rail infrastructure limited	Other Infrastructure Bodies

O2– Telefonica UK Limited	Other Infrastructure Bodies
Red Funnel Group (TBC Graham)	Other Infrastructure Bodies
Go South Coast (Blue star)	Other Infrastructure Bodies
National Express	Other Infrastructure Bodies
First Bus	Other Infrastructure Bodies
First Great Western	Other Infrastructure Bodies
South Western Trains	Other Infrastructure Bodies
Southern Trains	Other Infrastructure Bodies
Cross Country Trains	Other Infrastructure Bodies
Office of Rail Regulators	Other Infrastructure Bodies
Southampton University Hospitals NHS Trust	Other Infrastructure Bodies
Southern Water	Other Infrastructure Bodies
Three	Other Infrastructure Bodies
Uni-Link Southampton	Other Infrastructure Bodies
Vodafone Limited	Other Infrastructure Bodies
BAA	Other Infrastructure Bodies
British Gas-Transco	Other Infrastructure Bodies
British Telecom	Other Infrastructure Bodies
Cable And Wireless Communications Plc	Other Infrastructure Bodies
Countrywide Gas	Other Infrastructure Bodies
HM Prison Service	Other Infrastructure Bodies
N Power	Other Infrastructure Bodies
Ofcom	Other Infrastructure Bodies
Road Haulage Association	Other Infrastructure Bodies
Secretary of State For Transport	Other Infrastructure Bodies
Southern Electric	Other Infrastructure Bodies
Stagecoach In Hampshire	Other Infrastructure Bodies
SWEB Energy	Other Infrastructure Bodies
T Mobile (UK)	Other Infrastructure Bodies
Virgin Mobile Management Limited	Other Infrastructure Bodies
Canal and River Trust	Other Infrastructure Bodies
Coal Authority	Other Infrastructure Bodies
COMAH	Other Infrastructure Bodies
Crown Estates commisioners	Other Infrastructure Bodies
Garden History Society	Other Infrastructure Bodies
Theatres Trust	Other Infrastructure Bodies
Southampton City Primary Care Trust	Other Infrastructure Bodies
Any other appropriate infrastructure bodies	Other Infrastructure Bodies

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PROPOSED ISSUES AND OPTIONS CONSULTATION

Southampton City Vision, the Local Plan for our City.

Looking forward

Southampton is a city of opportunity where we can build on our great heritage and maritime history. It is a city with over 250,000 residents which is continuing to grow, so we need spaces for people to live, work and enjoy a vibrant, diverse and modern city.

By 2040 the population will have grown to around 285,000 this will mean that we will need more homes and more jobs along with all of the other important facilities that people need to help them live a healthy and fulfilling life.

The challenge is making sure we plan to put the right things in the right places so we have a city that works for its residents and businesses, together with creating a welcoming city to those who come to study in and visit the city.

This challenge grows as space becomes limited. We are looking at the city in detail in order to establish how we can maximise the potential of the space we have available and deliver what the city needs.

Southampton City Vision is a plan that will set out the key principles about how and where future development will take place across the city. This plan will make sure that growth is managed and sets out some rules about what can be built and where. Importantly it also makes sure that it doesn't just deliver homes or work spaces but all the things people need to live and work such as school places; health services; transport networks and open spaces. This sort of plan is also known as a Local Plan.

All Local Authorities must have a local plan which sets out how it is going to deliver space for businesses, new homes and all the facilities that are needed to support this whilst also protecting and enhancing the local environment. The plan will ensure that development happens in a coordinated way, and is collectively delivering all that is required for the City. The National Planning Policy Framework states:

"... plans should provide a positive vision for the future of each area; a framework for addressing housing needs and other economic, social and environmental priorities; and a platform for local people to shape their surroundings".

Across the country it has been recognised that there is huge demand for more housing and for that reason the Government set targets for all local authorities about the number of new homes it must build and states that this should be the starting place for any new local plan. In Southampton we need to deliver around 1000 new homes each year.

Creating the Plan

The Southampton City Vision needs to set out how the city will develop over the coming decades. We need to make sure we get this right and for that reason creating the plan takes time and needs to involve a wide range of people. Once prepared the plan will be assessed by an independent inspector to ensure that it is sound; providing what is needed in the city, in the most appropriate locations and can be delivered within the timeframe of the plan. We must therefore demonstrate how we have developed the plan, the evidence we have used and people and organisations we have involved.

Whilst Southampton City Council is responsible for preparing the plan, it does not have all the answers, which is why we have periods of consultation throughout the development of the plan.

Issues and Options Consultation: Proposal

The first step in the process is understanding the needs and priorities of residents and businesses in the city and how these might change over the coming years. The only way to do this is through consultation and engagement across the city, not only to identify the needs of the city as a whole but if these differ between neighbourhoods.

Why do we consult?

The National Planning Guidance states the following:

“Plans should be shaped by early, proportionate and effective engagement between plan-makers and communities, local organisations, businesses, infrastructure providers and operators and statutory consultees”.

The council recognises that residents, businesses and other organisations have a valuable role to play in helping shape plans and provide new ideas. If you live in the city you know your community; what works well and what needs to be improved.

What are we going to ask?

There will be a few key questions, which will all have a similar format. Under each of these questions will be a range of options for people to choose from along with an opportunity to add their own suggestions.

- What do you value most in your local area and the city centre?
- What do you feel is most important to you and your family? (In your local area and the city centre)
- What do you think most needs improving in your local area and the city centre?

We also want to ask more specific questions to different residents, to help us better understand their housing needs and what facilities they want us to prioritise.

Businesses will have different questions specifically targeted at understanding their needs whether they be a start-up, small, medium or large business. We want to understand what types and size of spaces they need, if there are barriers to growth and what they are; and if these are different between sectors.

We will also give respondents a chance to say what is important to them if it is not covered in the questions.

How are we going to ask it?

We want to encourage wide participation by applying the following two key principles:

Tell the story: ensure people understand why we want their views and why it is important to have their say about the future of the city, tailoring to different audiences to maximise relevance.

Simple and accessible: making it quick and easy for people to participate with a few key questions which can be accessed in a wide range of ways in order to meet the needs and preferences of our diverse population.

Who are we going to ask?

Planning affects us all; the homes we live in, the facilities we use, the different ways we travel, and the places we go to work and to school. We therefore have a responsibility to ensure we engage as widely as possible across the city. We also have a statutory duty to consult with a specific range of stakeholders and a duty to cooperate with our neighbouring authorities. Specific details are set out in 'Involving You in Planning- A Statement of Community Involvement'.

What will we do with the information?

The plan must be based on clear evidence which supports the policies and approach to development that we want to promote. This evidence can be divided into two key types:

Technical: such as studies about housing needs, economic growth, environmental impact, sustainability, habitats assessments and transport impacts.

Engagement and consultation: Information and feedback provided by residents, businesses, stakeholders and key agencies.

In the process of developing the plan there is a need to balance each of the above in order to ensure that we deliver what the city needs in the most appropriate locations.

Following each stage of consultation, feedback will be provided which summarises what we've been told, how we can incorporate this into the plan and if we can't incorporate things, we will explain why.

At this early stage in the Local Plan process the questions we propose to ask are aimed at providing us with an understanding of the key priorities of residents and businesses across the city. The benefits of the consultation can be maximised as this information could help to inform other key areas of work across the council such as City of Culture, Green City Charter etc.



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 proposals and consider mitigating action.

Name or Brief Description of Proposal	SOUTHAMPTON LOCAL PLAN – LOCAL DEVELOPMENT SCHEME (LDS) AND STATEMENT OF COMMUNITY INVOLVEMENT (SCI)
Brief Service Profile (including number of customers)	
<p>As the Local Planning Authority, Southampton City Council has a statutory duty to produce a Local Development Scheme (LDS) and a Statement of Community Involvement (SCI), under the Planning and Compulsory Purchase Act 2004.</p> <p>The LDS is a project plan that sets out the Council’s timetable for producing and reviewing its planning documents (known as Development Plan Documents, or DPDs), which include documents such as the Local Plan. The LDS must outline any planning policy documents the Council intends to produce and the timescales for doing so in order for progress to be monitored.</p> <p>The SCI sets out the Council’s consultation framework for seeking views on planning matters. It should set out how, when, and with whom consultation will take place and allow for flexibility that responds to changing circumstances, audiences and documents. All consultation on planning matters must then be conducted in line with this document.</p> <p>These two documents are inherently connected because the Local Planning Authority has a statutory requirement to consult on the production of new planning policy and this consultation must be carried out in accordance with the Council’s SCI.</p> <p>The Council’s last LDS was compiled in March 2016 and the previous SCI was published in 2013. Both of these documents are now considered out of date and in need of updating therefore new versions of each have been produced for Cabinet approval.</p>	

In terms of audience, the two documents will be published on the Southampton City Council (SCC) website and will be available for any interested parties to view.

Summary of Impact and Issues

As stated above, the Council has a statutory duty to keep up to date versions of these two documents for public consumption. They must therefore be published on the SCC website.

As the documents will be publically accessible, we must ensure that the documents are clear, concise, written in 'plain English' and compliant with the Council's corporate style guide. This will ensure that they are accessible to a wide range of audiences.

Further to this, the SCI sets out the 6 key principles to be followed for all consultation on planning matters; these mirror the Council's corporate consultation principles to ensure there is no conflict in terms of approach.

Potential Positive Impacts

The new documents have been set out in a different style to the previous versions. The Planning Policy Team believes that the new version of the documents are much clearer and accessible for a variety of audiences. We therefore hope that the documents will assist interested parties to better understand the role of the documents and be able to interpret their contents correctly.

Responsible Service Manager	Sam Fox, Service Lead – Infrastructure, Planning & Development
Date	30/05/2019
Approved by Senior Manager	Sam Fox, Service Lead – Infrastructure, Planning & Development
Date	30/05/2019

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	The LDS and SCI will need to be made publically available and consultation on planning matters will impact a large variety of audiences. As such, the	It must be ensured that the documents are clear, concise, written in 'plain English' and compliant with the Council's corporate style guide.

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	documents need to be appropriate and accessible in line with SCC's corporate style guide for documents and key consultation principles.	<p>This will ensure that they are accessible to a wide range of audiences.</p> <p>Further to this, the SCI sets out the 6 key principles to be followed for all consultation on planning matters; these mirror the Council's corporate consultation principles to ensure there is no conflict in terms of approach.</p>
Disability	As above.	As above.
Gender Reassignment	N/A	N/A
Marriage and Civil Partnership	N/A	N/A
Pregnancy and Maternity	N/A	N/A
Race	N/A	N/A
Religion or Belief	N/A	N/A
Sex	N/A	N/A
Sexual Orientation	N/A	N/A
Community Safety	N/A	N/A
Poverty	N/A	N/A
Health & Wellbeing	N/A	N/A
Other Significant Impacts	As above.	As above.

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DECISION-MAKER:	CABINET		
SUBJECT:	THE FUTURE OF RESIDENTIAL CARE HOMES PROVIDED BY THE COUNCIL AT GLEN LEE AND HOLCROFT HOUSE		
DATE OF DECISION:	16 JULY 2019		
REPORT OF:	CABINET MEMBER FOR ADULT CARE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Sharon Stewart	Tel: 023 8083 2660
	E-mail:	sharon.stewart@southampton.gov.uk	
DIRECTOR:	Name:	Paul Juan	Tel: 023 8083 2530
	E-mail:	paul.juan@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY
NOT APPLICABLE

BRIEF SUMMARY
<p>On 19 February 2019, Cabinet approved the closure of Glen Lee residential care home in principle, subject to the outcome of a formal consultation with staff at Glen Lee and Holcroft House and a further report.</p> <p>Taking into account the outcome of the staff consultation, which took place between 8 April and 27 May 2019, the full public consultation and the Council’s Medium Term Financial Strategy, it is recommended that the closure of Glen Lee is approved and that its nine remaining residents are supported to move to suitable alternative placements by 30 September 2019, depending on their needs and preferences.</p> <p>Social workers and care staff will work with these residents and their families to make sure that these moves go as smoothly as possible. In line with their wishes, it is anticipated that the majority of residents will be supported to move to Holcroft House, where it is proposed the Council would continue to provide high quality care and support to older people living with dementia, their families and friends.</p>

RECOMMENDATIONS:	
(i)	To consider the outcome of the staff consultation on the future use of Glen Lee and Holcroft House residential care homes
(ii)	To re-consider Cabinet’s in principle resolution to close Glen Lee and retain Council provision at Holcroft House, taking in to account the outcome of a formal staff consultation
(iii)	To approve the closure of Glen Lee residential care home, when all of the residents have been supported to move to suitable alternative placements

REASONS FOR REPORT RECOMMENDATIONS	
1	Taking into account the outcome of the full public consultation and subsequent staff consultation, the option of closing Glen Lee and retaining Holcroft House is considered to be the optimal way of delivering the Council's Medium Term Financial Strategy, as approved in February 2019.
2	Forecasts show that less residential care will be needed in the future, as more people will receive care in their own homes or in extra care housing schemes. However, retaining Holcroft House will ensure that the Council maintains an offer of provision in the local residential dementia care market.
3	Demand for adult social care is increasing, but the demand for residential care is decreasing as care is increasingly being provided in people's own homes, including in extra care housing and Shared Lives schemes.
4	People are living longer with complex health conditions and would like a choice in how their care is provided.
5	There is an over-provision of residential care placements in the local area.
6	The unit costs for in house services are higher, and therefore savings can be generated by closing one home.
7	A new proposed staff structure will help ensure the safe and efficient delivery of high-quality care and support to the residents of Holcroft House in the future and, in time, the Council will work for it to become a centre of excellence for dementia care in Southampton, providing a greater range of support to communities, alongside permanent and short-term respite care.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
8	The option to close both Glen Lee and Holcroft House residential care homes and to offer alternative provision within the private market was rejected after taking into account the outcome from public and staff consultations, the views of relatives of current and former residents, and the findings of a task and finish group comprising Members, Officers, staff and trade union representatives.
9	The option to keep both Glen Lee and Holcroft House open and operating as they do currently was rejected as this was not considered to be economical due to the alternative provision of suitable alternatives within the city and the surrounding area, including current and planned extra care housing schemes.
10	The option to consider an alternative care provision model, including conversion of Glen Lee in to a nursing home, was rejected as the size of the site is considered to be too small to be economically viable.

DETAIL (Including consultation carried out)	
11	Southampton City Council currently provides residential care services for older people and older people with dementia at Glen Lee, Wavell Road, Southampton, SO18 4SB and Holcroft House, Holcroft Road, Southampton, SO19 6HA.

12	Despite an increasing older person's population – increased by 12% between 2014 and 2018, and due to increase further – the council's use of residential care settings has reduced during that same period from 416 in March 2014 to 330 in September 2018 (21% reduction). The trend is even more marked over an eight-year period from 2011 to 2018 – 27% reduction. At the same time however, demand for nursing care has been increasing, reflecting a change in how need is met, as residential settings provide care for only the most complex of clients.
13	A full public consultation was undertaken from October 2018 to January 2019 and a staff consultation took place between 8 April 2019 and 27 May 2019. Both consultations were undertaken in line with agreed protocols, guidance and best practice. The public consultation presented five options and recommended that the preferred option was to close both homes on 31 March 2020.
14	After taking account of all of the representations from the public consultation (summarised in the consultation report, attached in the Members' Room Document), Cabinet made an in principle decision to close Glen Lee and maintain Council provision at Holcroft House. The staff consultation focused on this option and the proposed staff structure for Holcroft House.
15	Holcroft House needs minimal investment to maintain the unit at the current service provision.
16	It is not financially viable to continue with both homes, and there is no statutory requirement for the Council to provide residential care, but to ensure there is adequate provision. There is an over provision of residential homes for people living with dementia in the city or on its boundary. Therefore, the option to keep both homes at the current level of investment has been rejected.
17	Social care reviews and risk assessments of the current residents of both homes have been completed. This includes reviewing all of the residents at Glen Lee. Their wellbeing is being monitored through the staff at Glen Lee and any concerns reported to the Registered Manager are referred on to other health professionals if deemed appropriate. At the time of the in principle Cabinet decision in February 2019 there were 12 permanent residents at Glen Lee, but this number has now reduced to nine. Seven require residential placements, two require nursing placements. Three people moved to nursing care because of an increase in the complexity of their needs which could no longer be supported and two have passed away.
18	These nine remaining permanent residents at Glen Lee would be supported to move to either Holcroft House, another suitable residential alternative or to a suitable nursing placement, following a review of their needs and taking into account the wishes of the individual, wherever appropriate, their relatives and the views of independent advocates, where they are involved. There are sufficient places at Holcroft House available should all of the residents at Glen Lee wish to move there. A transition plan will be put in place for each resident, which would be sensitive to the needs of residents at Glen Lee and Holcroft House. It is anticipated that all residents will be supported to move to their new placement by 30 September 2019.
19	The Council would ensure that residents will not have to pay any more for their placement than they would have done had Glen Lee remained open.

20	A statutory staff consultation was carried out and staff within both homes were asked to consider and comment on the model going forward, the structure of the new service and the grades of posts. Staff have actively participated in consultation meetings, 1:1s and have also provided comments to a consultation feedback box.
21	A summary of the changes made as a result of staff feedback received during the consultation are attached at Appendix 1. Specific concerns were raised regarding a proposed generic role, which would have been available to support the service where needed, for example to cover sickness absence. Following consultation, it has been agreed to embed these posts within the structure. This addresses the issues around contracts raised during the consultation process.
22	The shift patterns were altered from the original proposal to take in to account the availability of public transport at the start and end of shifts. When the handover times were amended to address concerns, the consultation was extended by two weeks to allow further consideration by staff.
23	We are working with affected staff to ensure they secure a role within Holcroft House, are successfully redeployed or, where they wish, to exit the Council through a process of voluntary redundancy.
24	A special Joint Consultative Group (JCG) was formed to oversee the staff consultation and implementation of the proposals, including the new structure at Holcroft House. This is chaired by the Chief Operations Officer and is attended by Officers and trade union representatives.
25	Developing the vision of Holcroft House as a centre of excellence for dementia care in Southampton, providing a greater range of support to communities, alongside permanent and short term respite care, forms part of the work programme for the new 'Making Social Care Work' Partnership Board, which met for the first time on 4 July 2019.
26	As at 24 June 2019, at Holcroft House, there are 21 permanent residents, five people who are receiving short-term respite and seven vacancies. At Glen Lee, there are nine permanent residents (two residents are currently awaiting nursing placements, as their needs have increased), five respite and there are 19 vacancies.

RESOURCE IMPLICATIONS

Capital/Revenue

27	Financial modelling has been undertaken to ascertain the financial implications of the future care arrangements set out in this report. The modelling has been based on expected future demand for the relevant types of care.
28	Taking into account the cost of re-provision of care, closing both homes was estimated to save the Council £1.3M, closing Glen Lee is estimated to save £917,000 per year and closing Holcroft House is estimated to save £413,000 per year. A saving of £917,000 a year is included in the Council's Medium Term Financial Strategy.

29	<p>Figure 1 below sets out the basis for the savings calculation. The proposal is expected to achieve the savings identified in the Medium Term Financial Strategy, approved by the Council in February 2019. In order to help ensure the financial sustainability of Holcroft House, the annual budget has been increased by £348,205, which allows for a more resilient staff structure and will support future development of the service. There is also a one year risk contingency of £100k to support the transition to the new structure. Budget monitoring will take place on a monthly basis.</p> <p style="text-align: center;">Figure 1: Financial costings</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="text-align: right;">2019/20</th> </tr> </thead> <tbody> <tr> <td>Holcroft House Budget</td> <td style="text-align: right;">1,479,179</td> </tr> <tr> <td>Glen Lee Budget</td> <td style="text-align: right;">1,365,364</td> </tr> <tr> <td>Total Residential Homes Budget</td> <td style="text-align: right;">2,844,543</td> </tr> <tr> <td>Holcroft House Proposed New Budget</td> <td style="text-align: right;">1,827,384</td> </tr> <tr> <td>Risk Contingency</td> <td style="text-align: right;">100,159</td> </tr> <tr> <td>Total Holcroft House Proposed New Structure</td> <td style="text-align: right;">1,927,543</td> </tr> <tr> <td>20/21 Residential Units Savings (following council budget setting)</td> <td style="text-align: right;">917,000</td> </tr> </tbody> </table> <p>The budget set in previous years did not take in to account the full staffing costs of managing the homes, and although there was a budget of £107,000 to cover agency staff for holidays and sickness absence, this was insufficient. The new structure and budget address these issues.</p> <p>The overspend across both homes in 2018/19 was £665,000 (£298,000 at Holcroft House, £367,000 at Glen Lee), the majority of which (£607,000) was made up of staffing related costs.</p>		2019/20	Holcroft House Budget	1,479,179	Glen Lee Budget	1,365,364	Total Residential Homes Budget	2,844,543	Holcroft House Proposed New Budget	1,827,384	Risk Contingency	100,159	Total Holcroft House Proposed New Structure	1,927,543	20/21 Residential Units Savings (following council budget setting)	917,000
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Property/Other	
30	The future of the building and site at Glen Lee will be determined should the decision for it to close be confirmed by Cabinet.

LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
31	Southampton City Council has a statutory responsibility to accommodate people assessed as requiring residential care services. There is a duty to make sure all care home provision that the Council places residents in meets the residents assessed needs, has appropriate safeguarding measures and that effective contract management is in place.

32	There was a common law expectation duty to consult on the proposals put forward. The Council carried out a 12 week detailed consultation in line with the compact agreement. Cabinet must take into account the responses given during the consultation process before making any decision.
33	The Equality Act 2010 imposes various duties on Local Authorities and in particular the duty to have due regard to its public sector equality duty when carrying out any function. In particular the duty to eliminate discrimination, harassment and victimisation and advance equality of opportunity and fostering good relations. Local Authorities also have a duty under the Human Rights Act 1998, when carrying out any function, not to act incompatibly with rights under the European Convention for the Protection of Fundamental Rights and Freedoms. In particular Article 2 The right to life shall be protected in law, Article 8, the right to respect for private and family life and Article 25 the rights of elderly to lead a life of dignity and independence and to participate in social and cultural life.
34	Local Authorities when carrying out any function must adhere to the United Nations Convention of the Rights of Person With Disabilities and in particular respect for dignity, autonomy, freedom to make own choices, equality and elimination of discrimination. The ESIA sets out how the Council has had due regard to equality, human rights and safety implications.
35	The Care Act 2014 imposes various statutory duties on Local Authorities when exercising Adult Social Care functions. This includes the duty to promote the individual's well-being and protect them from abuse and neglect, including self-neglect. There is also the duty to prevent or delay the developments of needs for care and support and the general duty to provide advice and information on care and support available.
36	Local authorities must meet all unmet eligible needs of care and support unless an exemption applies e.g. most self-funded. The Act also places various duties and responsibilities on Local Authorities to commission appropriate, efficient and effective services and encourage a wide range of service provision to ensure that people have a choice of appropriate services and an emphasis on enabling people to stay independent for as long as possible.
37	Guidance on closing a care home and European and domestic case law confirms that Local Authorities should minimise the effect of closure by carrying out risk assessments of the potential deterioration of resident's physical and mental health and also risk of fatality and put in place clear and transparent transition plans to mitigate these risks.

Other Legal Implications:

38 None

RISK MANAGEMENT IMPLICATIONS

39 Steps are being taken and will continue in order to ensure the safety and wellbeing of current residents at Glen Lee and Holcroft House during the transition to the new arrangements. Care Act Assessments and Risk Assessments will be completed on all residents within Glen Lee that will be transferred to Holcroft House or alternative provision. All residents at both

	homes will continue to be monitored for any potential risks or changes in needs. Transition plans will be implemented and reviewed before, during and post move. Residents at Holcroft House will be monitored and supported during the transition of residents from Glen Lee. Regular care reviews will be completed pre, during and post move. Currently both homes are rated as “Good” by the Care Quality Commission (CQC) and there will be a continued focus on maintaining quality during the transition period. The quality of the home is also subject to peer review by managers of other Council provided care services and the Quality Assurance Team (part of the Integrated Commissioning Unit [ICU]) also supports with advice, guidance and support. Standards are overseen by the Council’s Quality Assurance board. The development of the future service model at Holcroft House will be overseen by the Adult Social Care Improvement Board and Making Social Care Work (Partnership) Board. Continuity of Care for current residents will be supported by staff transitioning with residents from Holcroft House to Glen Lee in a managed way. If any further residents’ needs are identified, then appropriate professional assessments will be requested and actioned. The quality of assessments and reviews will be overseen by the Council’s newly appointed Principal Social Worker for Adults and the availability and suitability of residential care will continue to be overseen by the ICU.
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POLICY FRAMEWORK IMPLICATIONS	
40	This supports the council’s key outcome of supporting people in Southampton to live safe, healthy, independent lives.

KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	ALL
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Staff consultation feedback
2.	Revised Equality and Safety Impact Assessment (ESIA)

Documents In Members’ Rooms

1.	Public Consultation Feedback, as considered by Cabinet on 19 February 2019
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Equality Impact Assessment

Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	Yes
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Data Protection Impact Assessment

Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No
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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.	<p data-bbox="284 365 895 622">Cabinet Paper 19 February 2019 – the revised Medium Term Financial Strategy and Budget 2019/20 to 2022/23 – available online at www.southampton.gov.uk/modernGov/ieListDocuments.aspx?CId=126&MId=3832&Ver=4</p> <p data-bbox="959 365 1166 398">Not applicable</p>

Residential Homes Staff Consultation Feedback

Following the staff consultation held between 8th April and 27th May, with staff currently employed within Holcroft House and Glen Lee, we wanted to share with you feedback on the consultation questions, queries and general feedback you provided. The below is styled on a 'you said, we did' approach to clarify the action the management team have taken as a result of your engagement within the consultation.

Your feedback/questions	SCC response and action
You asked for shadowing opportunities in other services.	This has been completed for those staff who made requests, for the majority of staff this took place in Holcroft House or Kentish Road.
You said the process for applying a natural success role was complicated.	We completed this on behalf of all staff in both homes to remove this potential task
You asked for support with creating redeployment profiles.	We made sure that HR support was made available to support staff create the profiles.
You asked for support with completing application forms and interview technique	HR provided this for those who requested it.
You asked for clarity regarding senior carer and team leader's responsibilities regarding medication.	We have confirmed that the senior carer will be expected to administer medication alongside the team leader.
You raised concerns that some roles were expected to have more duties at a lower grade.	We confirmed we have followed the normal job evaluation process which graded all jobs across the council in a fair and transparent manner, therefore we are confident in the grades for each role.
You asked for additional 1:1's.	These were provided to anyone who requested an additional 1:1.
You asked for clarity regarding shift pattern proposals.	We shared the proposed shift patterns and added them online information in FAQ's.
Throughout the consultation you often asked for individual management support and specific queries relating to individual circumstances.	We ensured additional management support was available and individual queries were answered.
We received some positive feedback about the introduction of the deputy manager role in the proposed structure.	We will be retaining this role in the structure.
You asked if separate money was available to cover the ancillary staff when they are absent due to annual leave, training, sickness.	We have reviewed current agency spend and believe this is mainly for care staff therefore we believe there should be no change to this under the current proposals.
You asked if a reduction in ancillary hours had taken place for these proposals	We can confirm that there has been a reduction in ancillary hours within the new structure.
You asked for clarity regarding Team Leader, Deputy Manager, Senior Carer qualifications for future recruitment	We reviewed the JD's and each had clear essential qualification listed, we are not proposing to make any further changes
Some questions were asked regarding the training that SCC would be providing throughout this consultation	SCC have provided specific interview/application training for this consultation and the normal sign up policy for L&D has continued. If there are outstanding

	and individual requests these should be raised with relevant managers
You asked if the council would honour requests to take Voluntary solutions before Glen Lee is closed.	SCC have confirmed that we will not be accepting early VS requests due to service need and resident safety being prioritised. If individuals wish to leave before Glen Lee is closed they would need to resign from their role.
You provided some positive feedback about the proposed introduction of handover times between shifts.	We will be retaining this feature of handover times for future shift patterns.
You said you had not had enough time to consider the proposed shift pattern times	We extended the consultation period to give you additional time to consider this information.
You said the proposed shift patterns do not provide adequate rest hours.	We have listened to your concerns and amend the proposed shift patterns based on a model which currently works well in a residential hoes setting and increases rest periods.
You said the proposed shift patterns were not suitable for the service, in particular the early start time and late finish times were not suitable.	We have updated the proposed shift pattern times to take into account your concerns. The new proposed shift pattern times are: <u>Care Staff including senior carer and Team Leaders</u> 07:30-14:30 14:00-22:00 <u>Housekeeping staff</u> 07:30-14:00 13:30-18:30 <u>Cooks</u> 07:30-15:00 <u>Kitchen assistant</u> 07:30-14:00 13:30-18:30
You asked for additional support regarding pensions and benefits.	We arranged additional support from HR to be provided, a number of you told us this was very helpful.
You said the peripatetic role was positive as it provided additional resilience for the service but were unsure about how the role would work in practice.	We have confirmed that a peripatetic role will be allocated to each shift. The peripatetic will also need to be flexible with regards to working days, it may be that three additional staff are required on one day and not the other.



Equality and Safety Impact Assessment SHIL2

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 proposals and consider mitigating action.

Name or Brief Description of Proposal	Future of two council owned residential care homes – Staff Consultation
Brief Service Profile (including number of customers)	
<p>The council consulted on various options for the residential care homes, including closing both homes, closing one home and changing the type of care provided in either or both of the homes.</p> <p>Taking into account feedback received during the consultation and the work of a task and finish group that included trade unions, councillors and managers, the recommendation in the Cabinet report is to close one home.</p> <p>After taking into account the potential impacts on residents, the building designs and potential savings, the recommendation is to close Glen Lee.</p> <p>Under the proposals, Holcroft House is a centre of excellence for people living with dementia in Southampton and would be a permanent home for residents, offer short stay respite placements to support carers and would be a source of help and advice for the wider community to support independence and wellbeing.</p> <p>The decision was made in principle at the Cabinet meeting on 19 February 2019. There would then be a formal consultation with staff at both homes, with Cabinet making a final decision in 16th July 2019.</p> <p>Residents will be supported through thorough, person-centred assessments will be undertaken of each individual resident of the homes to determine their needs and how they can best be met in future before any final decisions are taken. These will take into account the views and preferences of the person as well as their families, carers and, where appropriate, their independent advocates. This assessment will also measure the impact of the phased closure on individual residents and will seek support from other professionals and agencies to minimise impact, particularly to their health and well-being.</p>	

Residents, relatives, carers and stakeholders have been involved in ongoing discussions, assessment processes and planning for the future. Strict regard has been made to both the framework provided by the law and statutory and good practice guidance. The needs and welfare of residents and families are paramount when considering transfer to alternative provision.

Summary of Impact and Issues

The impact of any decision to close one of the care homes will be a direct impact on those staff currently working in both units.

Potential impacts identified so far include:

- Majority of the workforce are women. Some staff have worked in the units for a number of years, and some of the staff group have moved from residential homes that have previously been closed by Southampton City Council.
- The majority of staff work and live in the east side of the city.
- The proposed closure will change the current level of support being offered to residents in Southampton with a dementia.
- Concerns and levels of anxiety could impact their emotional and physical wellbeing, particularly just before and move, or immediately afterwards.

Carers/Staff will be involved in on-going discussions, assessment processes and planning for the future. The following support is also available:

- Support will be available from managers and the council's independent and confidential Employee Assistance Programme
- Support with options, identifying redeployment opportunities (where appropriate) and training where reasonably possible.
- Support will be available from the trade union of which you are a member and you will have paid release time to meet with your trade union representatives. You are welcome to bring a trade union representative with you to any group or individual meetings
- Time to actively participate in the consultation and a commitment that your voice will be heard

Potential Positive Impacts

Staff will be supported in to other areas of work if requested as part of their 45 day consultation. It is recognised that this is a difficult time for staff and we will continue to keep you informed at every stage of the process.

If staff wish to continue to work within SCC, they will be asked to express a preference about where you would like to work, for example at Holcroft House or in another part of the council. All staff have had a 1:1 meeting with the Service Manager/Service Lead. The structure includes more layers of grades which will offer a more resilient and robust career progression.

All staff across both homes would be given equal opportunity to apply for jobs in the new structure, if there is need to follow a selection and/or recruitment process. All the job

descriptions are available. Staff will have the opportunity to learn new skills and work with different colleagues.

Responsible Service Manager	Sharon Stewart, Service Lead: Adult Social Care
Date	24 th June 2019
Approved by Senior Manager	Paul Juan, Service Director: Adults, Housing & Communities
Date	

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	30% of the workforce are above 55 years of age	An initial review of needs has been undertaken for all staff, and early indication is that they are approx. 30% of staff above 55 years of age. Staff may need some additional support in interview process and training.
Disability	Any long term health conditions and disability will be taken in to account.	Any staff with a long term health conditions and disability will be taken in to account. Reasonable adjustments will be made in line with council procedures and terms and conditions of employment.
Gender Reassignment	No identified impact at this time.	
Marriage and Civil Partnership	No identified impact	
Pregnancy and Maternity	No identified impact.	Support will be made in line with council procedures and terms and conditions of employment.
Race	Race is a consideration but not a factor deemed to influence the impact of the proposal.	Support will be made in line with council procedures and terms and conditions of employment which include any cultural considerations

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
		linked to race.
Religion or Belief	Religion and belief is a consideration but not a factor deemed to influence the impact of the proposal.	Support will be made in line with council procedures and terms and conditions of employment which include any cultural considerations linked to religion.
Sex	There is likely to be a greater adverse effect on women as a significant majority of staff are currently female.	<p>A full statutory consultation will be undertaken in relation to all staff, subject to the decision outcome.</p> <p>The consultation process will include one to one meetings to discuss and address any particular needs or concerns.</p>
Sexual Orientation	No identified impact.	Support will be made in line with council procedures and terms and conditions of employment which include any concerns around sexual orientation.
Community Safety	No identified impact.	
Poverty	Some potential impact on loss of financial benefit may be experienced by staff in regard to additional travelling costs as well as a change in grade longer term.	The consultation process will include one to one meetings to discuss and address any particular needs or concerns.
Health & Wellbeing	Staff may be affected by stress and anxiety around the changes to the residential homes.	<p>A full statutory consultation will be undertaken in relation to all staff, subject to the decision outcome.</p> <p>The consultation process will include one to one meetings to discuss and address any particular needs or concerns.</p> <p>The outcome of the staff consultation will inform a further Cabinet decision regarding how the proposals are taken forward</p>

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
		to meet the budget requirement. In the event that further budget decisions are required, these will be taken forward in due course.
Other Significant Impacts		

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DECISION-MAKER:	CABINET		
SUBJECT:	VOID AND NOMINATION AGREEMENTS FOR SUPPORTED LIVING SETTINGS WITHIN SOUTHAMPTON		
DATE OF DECISION:	16 JULY 2019		
REPORT OF:	DIRECTOR OF QUALITY AND INTEGRATION		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Kate Dench	Tel: 023 80834787
	E-mail:	kate.dench@southampton.gov.uk	
Director	Name:	Stephanie Ramsey	Tel: 023 80296941
	E-mail:	Stephanie.ramsey1@nhs.net	

STATEMENT OF CONFIDENTIALITY	
None	
BRIEF SUMMARY	
<p>National and local policy aims to reduce the use of residential care for adults with learning disabilities and enable more people to live within their local communities with appropriate housing and support. In the 'Supported Living' model an individual has a tenancy and the associated rights to live within a property as well as day to day care and support based on their assessed needs provided by a CQC registered home care agency. Importantly the 'housing' and 'care' functions are delivered by separate organisations.</p> <p>There are currently 59 supported living properties in the city in which around 160 people with learning disabilities live. However there is a clear need for more properties for the following reasons:</p> <ul style="list-style-type: none"> • To support those who currently live in out of area residential placements and could be better supported locally • Young people moving through to adulthood • Adults living with older parents or carers who will need planned alternatives at some point in the future <p>In order to support the development of more supported living settings, the Council is often asked to enter into void and nominations agreements with Registered Providers (in most cases housing associations). These agreements give the Council guaranteed rights to 'nominate' tenants to live in the properties. In return for these rights the Council accepts liability for void costs, guaranteeing payment of rent to Registered Providers during periods where one or more tenancies are vacant.</p> <p>This paper seeks approval from Cabinet to delegate authority to the Director for Quality & Integration, following consultation with the Service Director: Finance and Commercialisation to enter into void and nomination agreements for supported living settings.</p>	
RECOMMENDATIONS:	
	<p>(i) To delegate authority to the Service Director for Quality & Integration, following consultation with the Service Director: Finance and Commercialisation to enter into void and nomination agreements</p>

		in the value of up to £2million in relation to supported living settings subject to an identified budget being available and maximum void liability and all associated contractual costs and liabilities of any Agreement not exceeding £2million (total Agreement value over life of the Agreement).
	(ii)	To note potential void risks and associated financial liabilities as well as potential savings which are enabled by entering into void and nominations agreements.

REASONS FOR REPORT RECOMMENDATIONS

1.	Entering into void and nomination agreements will enable the development of more supported living settings in the city and support the Council and Clinical Commissioning Group (CCG) strategies to provide consistent access to high quality long term housing that is appropriate to meet the needs of individuals with learning disabilities and associated needs.
2.	Supported living environments enable vulnerable individuals to live their lives within communities, supporting outcomes associated with increasing independence and improved health and wellbeing, thereby supporting a Strengths Based Approach.
3.	These improved outcomes, alongside an ability to manage support needs more flexibly, result in the delivery of more cost effective care and support for adult social care budgets.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4.	<p>To not enter into the void and nomination agreements – this option is not recommended because:</p> <ul style="list-style-type: none"> Registered Providers are increasingly viewing this type of specialist housing as not financially viable without void and nomination agreements therefore it may not enable the development of new supported living settings. It therefore does not present the opportunity to continue to support individuals to live more independently outside of other models of care, in particular residential care. It also does not present the Council with opportunities to generate more cost effective solutions to deliver support Without an agreement in place, properties can be sold with little or no notice to the Council who may then be required to source alternative placements which at short notice are likely to be high cost residential care. A void & nomination agreement means that the property cannot be sold without the Council agreeing.
5.	<p>For the Council to pursue its own purchase, refurbishment and development programme in relation to the development of supported living (as part of the 1000 homes commitment).</p> <p>This is being considered as an option however it requires more detailed work across the Council to establish the viability of potential capital investment in appropriate properties.</p> <p>At present this option does not enable development of sufficient accommodation in reasonable time or to meet the needs of individuals</p>

	<p>requiring this type of support in the near future. However in the medium to longer term, if the model can be proved to be viable this could become a robust alternative option for developing additional supported living capacity in the city.</p>
6.	<p>To place individuals with a learning disability on the housing register to access general needs properties.</p> <p>This will be the preferred option for those individuals who do not require specialist/adapted housing and/or do not require on site care and support. It is not recommended for those who do require more intensive support or specialist housing because:</p> <ul style="list-style-type: none"> • The Council has a duty under the Care Act (2014) to provide suitable housing for vulnerable individuals which must take account fully of their needs. • It would lead to inefficiencies in relation to the delivery of care and support to these individuals. • Supported living settings offer tenants peer support and social interaction, improving wellbeing and management of housing/care and support needs. • It does not enable intensive housing management support to be delivered to the tenants, which provides increased support to maintain their tenancy <p>Housing needs cannot be met within the current waiting time period</p>
DETAIL (Including consultation carried out)	
7.	<p>Background & Service Needs</p> <p>The Council and CCG strategies share the common aim of supporting individuals to live safe, healthy lives as independently as possible within the community. This approach is national good practice and is commonly utilised as a way of reducing the use of more institutional care settings. This philosophy runs through all strategic documents relating to working with vulnerable people and underpins a number of major work areas within SCC and the CCG. Supporting strategies include:</p> <ul style="list-style-type: none"> • SHIP (Southampton Hampshire, Isle of Wight & Portsmouth) Transforming Care Partnership (TCP) Strategic Housing Plan 2017 - 2019 • Learning Disability Services Market Position Statement 2018 – 2023 • Southampton City CCG Strategic Plan 2014-19: A healthy Southampton for all • The Joint Health and Wellbeing Strategy (2017-2025) for Southampton • Southampton City Strategy 2015 – 2025
8.	<p>A number of engagement exercises have demonstrated broad support for this approach from individuals with learning disabilities and/or autism and their families.</p>
9.	<p>In support of this aim, the Integrated Commissioning Unit (ICU) work plan includes clear actions to enable more individuals with health and social care needs to live within their own homes and communities with appropriate care and support.</p>
10.	<p>Delivery against this plan has prevented a significant number of individuals entering residential care settings and enabled others to return to living within their local community. This achievement has a number of positive impacts on individual outcomes and supports the Strengths Based Approach, reducing</p>

	the need for support from both health and social care services over time. The use of care technology is central to support and has been a contributing factor to enabling independence. This, alongside the ability for care to be organised and scheduled more efficiently within supported living settings has also led to a reduction in care costs compared with alternative residential options.
11.	Delivery against this work plan has contributed net £1.64M to adult social care savings between 2015/16 and 2017/18 (figure for Learning Disability clients only) whilst at the same time implementing an improved offer for people with learning disabilities.
12.	The type of housing required to support delivery of this strategy varies according to the requirements of those with care and support needs. For example, it could consist of a small number of flats in a development, adapted to meet the needs of tenants or shared houses that are clustered, making delivery of care and support efficient and enabling the development of friendship and supportive groups bringing further health and wellbeing improvements.
13.	A learning disability housing needs assessment is in development and will provide a detailed description of the additional supported living requirements over the next ten years in terms of capacity and complexity. However as an indicator of the need, there are 60 individuals currently identified requiring alternative accommodation in the next 2 - 3 years.
14.	The Supported Housing Market Securing access to appropriate accommodation has become increasingly challenging in the wake of changes to the government's supported housing grant regimes, making them less viable for Registered Providers.
15.	In response to these changes, a number of commercial organisations have entered the supported housing market, funding development costs whilst utilising Registered Providers to deliver the ongoing housing management role. This offers investors a relatively secure and guaranteed return on investment over the long term, whilst offering Registered Providers the opportunity to utilise their skills to support tenants.
16.	This changed market place has required Local Authorities nationwide to review their approach towards securing access to accommodation and respond to opportunities as they arise, through the development of more commercially focused relationships with Registered Providers and investors. This has led to an increased requirement to utilise void and nomination agreements, again a trend that is nationwide.
17.	Void and Nomination agreements give the council guaranteed access and rights to 'nominate' residents with care & support needs to occupy designated properties. Such nomination rights enable the council to manage the mix of individuals and needs within each scheme, reducing the risks of placement breakdown and requirement for crisis support whilst making best use of the level of care and support available on site. In this way the services are able to be managed more efficiently.
18.	In return for nomination rights the council accepts liability for void costs, guaranteeing payment of rent to Registered Providers for periods when one or more tenancy is vacant. Commonly, each void period comes with a 'grace period', typically the first 90 days, during which no void costs are charged. This 'grace period' reflects the sensitive nature of making placements into this

	accommodation which must consider; suitability of housing, individual care and support needs, mix and compatibility of tenants and client choice.
19.	<p>Entering into void and nomination agreements commits the council to a high level of potential financial liability as the duration of the agreements are typically 25 years. However, these liabilities are only realised when voids occur. There are a number of factors which mitigate the impact of these liabilities:</p> <ul style="list-style-type: none"> • The council has the ability to fill and manage voids in line with its outlined nomination rights. Significant progress has been made in improving the council's management of void properties by the ICUs Placement Service with average void rates now sitting at 5%, a reduction from 15% in September 2017. • The increased use of supported living housing is a key part of the ICU work plan and a priority for adult social care. It is central to savings programmes and meets a number of strategic drivers, meaning demand will grow over time, further reducing the risk of voids in the longer term. • The increased use of housing with care in preference to residential settings continues to make significant contributions towards the Council's savings programmes, outweighing any potential or actual liability over the life time of agreements. • The ICU has developed a standard Void and Nomination agreement. It is intended that this template will be used for all future agreements and will help to secure favourable terms for the council, for example void grace periods which further reduce the void cost risk. • Time limited voids costs – void and nomination agreements typically include a void free grace period of 90 days. This enables time to identify a suitable individual for a property and then support them to move in before any void costs are incurred. • There is on-going need and demand for Supported Living schemes.
20.	<p>Current Void Costs & Savings</p> <p>In support of the strategy to increase the utilisation of housing with care and support, the Council currently has 10 void and nomination agreements. These agreements cover 40 units of accommodation across the city with an associated potential liability of £245k per annum (based on the assumption that all units are void at all times).</p>
21.	<p>However, in practice, due to the factors outlined in paragraph 19, these potential void liabilities are never realised. Total void expenditure over the last 3 financial years against existing void and nomination agreements is £160k.</p>
22.	<p>Taking the 3 year period between 15/16 – 17/18, when the use of void and nomination agreements to facilitate access to housing with support became increasingly common, demonstrates a net saving of £1.64m to Adults, Housing and Communities targets, highlighting the value of these agreements.</p>
23.	<p>In order to further increase the value to the council of these agreements the ICU is committed to building upon the work already carried out by its Placement Service to further improve the efficiency and utilisation of void</p>

	units. The aim of this work is to reduce void periods, maximising the benefit of these settings both for individuals and in delivery of savings.
24.	<p>Delegation of Authority to Enter Into Void & Nomination Agreements</p> <p>The primary reason that delegated authority to enter into these agreements is being recommended is that they often need to be put in place relatively quickly. Most of the properties in question are for sale on the open housing market and therefore risks associated with ‘losing’ a property or being too late are high. Housing investors and/or Registered Providers will not commit to a purchase until a provisional agreement is in place.</p>
25.	<p>In order to be assured that entering into each agreement is financially sensible the following information will be presented to the Director for Quality & Integration and Service Director: Finance & Commercialisation prior to their decision:</p> <ul style="list-style-type: none"> • A description of the property in question, how it is suitable for the intended care group and/or any adaptations which are planned to make it suitable • The maximum void liability over the lifetime of the agreement and a realistic estimate of the actual void cost based on the average void rate over the previous six months. • An anonymised list of individuals for whom the property is considered suitable • Forecast expenditure including any efficiencies which can realistically be made from some of the individuals moving into the property. • Any relevant considerations in relation to the housing investor and Registered Provider. For example if they are an organisation that SCC has not previously worked with, assurances that due diligence has been carried out in relation to their finances and governance with suitable references obtained from other local authorities. • A review of the proposal by finance including their recommendation to proceed • An implementation plan which includes arrangements for commissioning the care & support function in the property.
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
26.	Any property for which the maximum potential void liability exceeds £2 Million over the lifetime of the agreement cannot be agreed by delegated authority and a paper will be put to Council for approval.
27.	Any void costs which are incurred will be paid for from the adult social care budget.
<u>Property/Other</u>	
28.	The Council does not make any upfront investment in the property, the investor pays 100% of the purchase & legal costs and therefore retains the asset. Therefore there are no implications for the Council.
29.	Registered Providers are governed by the Homes and Communities Agency, who undertake commercial governance. The Council will undertake financial,

	governance and reference checks on any organisations not previously worked with.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
30.	S.1 Localism Act 2011 allow a Council to do anything required for the delivery of its primary functions (the general power of competence).
31.	The Care Act (2014) outlines clear requirements for local authorities in relation to meeting the needs of vulnerable individuals, with housing being central to all sections of the Act, Of particular note are: <ul style="list-style-type: none"> • Section 1 – To promote wellbeing • Section 2- To delay, prevent or reduce the needs for services • Section 6, 7 – Co-operating (with partners, including housing providers) • Section 23 – Exception for the provision of housing
<u>Other Legal Implications:</u>	
32.	In exercising its functions to support adult social care and independent living the properties selected will be provided having regard to the requirements of the Equalities Act 2010, the Human Rights Act 1998 and following the Council's property standards and Contract procedure Rules.
33.	Any individual Agreement for which the financial implications exceed £500k will be an Officer Key Decision and the relevant formal reporting processes, including inclusion on the Council's Forward Plan, must be complied with prior to any decision to enter into an Agreement is taken.
RISK MANAGEMENT IMPLICATIONS	
34.	Void and nomination agreements commit the council to potential void costs for up to 25 years. As outlined within this paper there are a number of contractual and operational safeguards in place that limit and significantly reduce this risk.
POLICY FRAMEWORK IMPLICATIONS	
35.	The recommendation outlined within this paper supports Priority 3 of the councils Strategy and Policy Framework and is underpinned by: <ul style="list-style-type: none"> • Better Care Strategy • Health and Wellbeing Strategy • City Strategy

KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	All
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	None
2.	

Documents In Members' Rooms

1.	Equality and Safety Impact Assessment	
2.		
Equality Impact Assessment		
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.		Yes
Data Protection Impact Assessment		
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) 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	
2.		

DECISION-MAKER:	CABINET		
SUBJECT:	CONTRACT APPROVALS RELATED TO CAPITA TRANSFER		
DATE OF DECISION:	16 JULY 2019		
REPORT OF:	SERVICE DIRECTOR - DIGITAL AND BUSINESS OPERATIONS		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	James Strachan	Tel: 023 8083 3436
	E-mail:	James.strachan@southampton.gov.uk	
Director	Name:	Mike Harris	Tel: 023 8083 2882
	E-mail:	Mike.harris@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
BRIEF SUMMARY	
This report seeks delegated authority if required to urgently approve any new contracts required for the smooth transfer of services from Capita to the City Council which need Cabinet approval due to the contract value.	
RECOMMENDATIONS:	
	(i) That the Service Director for Digital and Business Operations, or Service Director for Legal and Governance, are given delegated authority jointly and severally to approve, following consultation with the Cabinet Member for Resources, any new contracts required for the smooth transfer of services from Capita to the City Council which would ordinarily need Cabinet approval due to the contract value.
REASONS FOR REPORT RECOMMENDATIONS	
1.	It is possible that some new contracts that are required for smooth transfer of services may represent a value that requires Cabinet approval in accordance with the Financial Procedure Rules.
2.	The delegation is required to ensure that all such contracts are in place for 23 rd July 2019, when the transfer takes place, and/or immediately after transfer if unexpected gaps are discovered. The recommendation avoids the need to convene Cabinet at short notice and potentially repeatedly.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
3.	Not to approve new contracts before 23 rd July. This option is rejected because these contracts will be needed for the smooth operation of services following the transfer from Capita.
4.	To convene Cabinet as required in the days running up to 23 rd July. This option is rejected because it cannot be predicted when these decisions will be required and it is unlikely to be possible to convene Cabinet at short notice.
DETAIL (Including consultation carried out)	

5.	Cabinet will recall the decision by Full Council in July 2018 to terminate the Strategic Services Partnership contract with Capita Business Services Ltd. Since that time a project has been in place to achieve the smooth transfer of all services from Capita to the Council.
6.	Capita operate nearly 200 contracts on the Council's behalf, mostly relating to IT. A critical component of smooth transfer is to ensure that each of these contracts is either identified as not needed by the Council, transferred to the Council where this is legally possible ("novated") or replaced by a new contract where novation is not possible.
7.	At the time of writing almost all contracts have been successfully dealt with. 10-15 new contracts remain to be concluded due to either the complexity of the requirement or difficulties in clarifying the precise details. The team has full confidence that contracts will be in place by 23 rd July, but they will require a mechanism for formal approval.
8.	It is likely that most new contracts can be approved through existing delegated officer powers, but it may also be necessary or advantageous to conclude certain contracts with a value of over £500,000, which would normally require Cabinet approval. In the case of IT contracts it is likely to be not possible to operate the transferring services after 23 rd July without such contracts being in place as the Council would not legally hold a licence to do so.
9.	All contracts will be negotiated within existing budgets and will comply with Contract Procedure Rules, where necessary through the use of procurement exemptions, which can be granted through existing delegated officer powers.
10.	It is not anticipated that any of the contracts will breach the £2M threshold above which Full Council is required.
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
10.	The contracts will be negotiated within existing budgets.
<u>Property/Other</u>	
11.	None.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
12.	The contracts will be awarded in accordance with the Council's Contract Procedure Rules, which conform with UK and EU procurement legislation.
<u>Other Legal Implications:</u>	
13.	None.
RISK MANAGEMENT IMPLICATIONS	
14.	Risks are managed by the relevant Project Board.
POLICY FRAMEWORK IMPLICATIONS	
15.	None.

KEY DECISION?	No	
WARDS/COMMUNITIES AFFECTED:		
<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 and Safety Impact Assessment (ESIA) to be carried out.		No
Data Protection Impact Assessment		
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) 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.		
2.		

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DECISION-MAKER:	CABINET		
SUBJECT:	LOCAL INDUSTRIAL STRATEGY, SUBMISSION TO THE SOLENT LOCAL ENTERPRISE PARTNERSHIP		
DATE OF DECISION:	16 JULY 2019		
REPORT OF:	LEADER OF THE COUNCIL		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Matthew Hill	Tel: 023 8083 2197
	E-mail:	Matthew.hill@southampton.gov.uk	
Director	Name:	Denise Edghill	Tel: 023 8083 4095
	E-mail:	Denise.edghill@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
Not Applicable	
BRIEF SUMMARY	
The National Industrial Strategy and emerging Local Industrial Strategies aim to boost productivity by backing businesses to create good jobs and increase earning power through investment in skills, industry and infrastructure.	
This report is to gain the approval of the Cabinet for Southampton City Council to submit a proposition to the Solent Local Enterprise Partnership (LEP) for inclusion in the development of their Local Industrial Strategy. The aim is to ensure that there is recognition of Southampton's role as a key driver for growth in the wider Solent economy, of fundamental importance to the Solent vision and priorities for the future.	
RECOMMENDATIONS:	
(i)	To note and approve the key priorities for the Southampton submission to the Solent LEP for the development of the Solent Local industrial Strategy (LIS)
(ii)	To delegate authority to the Director of Growth, after consultation with the Leader of the Council, to submit the Southampton proposition to the Solent LEP and conduct any further discussions with the LEP to support the development of the LIS.
REASONS FOR REPORT RECOMMENDATIONS	
1.	Southampton City Council has a role in ensuring the economic and social well-being of its residents, and the surrounding area. The Local Industrial Strategy will contribute to the Council's key outcomes regarding: <ul style="list-style-type: none"> • Southampton has strong and sustainable economic growth
2.	Government funding for economic growth will be increasingly channelled through LEPs , and it is important that Southampton receives the resources it needs to bring forward infrastructure, businesses, housing, growth and skills for residents.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3.	<p>Not to submit proposals and information to the Solent LEP</p> <p>This was not considered appropriate as it is important for the future economic success of Southampton to be strongly represented in the Solent Local Industrial Strategy.</p>
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DETAIL (Including consultation carried out)

4.	<p>The government launched the UK Industrial Strategy in 2018, and building on this, has asked individual areas to develop their own strategies to promote the co-ordination of local economic policy and national funding streams and establish effective ways of working between national and local government, and the public and private sectors. Where areas do not have a Devolution Deal, the lead body is the Local Enterprise Partnership (LEP), and Solent LEP is currently developing a Solent- wide Local Industrial Strategy (LIS) through extensive local consultation with businesses, public partners and other key stakeholders. The LIS aims to build on unique local strengths to ensure every community reaches its economic potential, creates high quality jobs and improves productivity.</p> <p>Consultation workshops have been held across the Solent, including Southampton, and the LEP is gathering its own data, conducting economic assessments and modelling to inform the development of its strategy. Early consultation has revealed a strong sense of pride in the area and clear desire to set an ambitious vision for the future Solent economy. Emerging themes include; development of a cohesive Solent narrative with foundations in the region's coastal renaissance; opportunities around Clean Growth, the visitor economy and maritime innovation; potential to work across the South Coast to develop a 'creative corridor', and reinforcement of the need to enhance collaboration between local businesses and training providers to address skills gaps, including through the development of apprenticeships.</p>
5.	<p>The submission of a Southampton proposition will build on the key strengths of our city and ensure that Southampton's ambitions and role in driving the Solent wide economy are recognised in the Solent LEP submission to government. Appendix A details our submission. It focusses on the following main areas:</p> <ul style="list-style-type: none">➤ Marine and Maritime sectors – the need to continue to innovate and provide world -class infrastructure both within the Port and in the City.➤ A Smart, Connected City and developing our district centres including bringing forward new homes and services, creating infrastructure that provides for improved movement between the city and its catchment area,➤ Mayflower Quarter, a remodelled city centre, with potentially the most significant city centre development in the South of England that will provide jobs, housing, innovative business accommodation and world class public realm➤ Clean & Green, the launch of a citywide Green City Charter, seeking to deliver actions that will reduce pollution and waste, minimise the impact of climate change, reduce health inequalities and create a more sustainable approach to economic growth.

	<ul style="list-style-type: none"> ➤ Sustainable Transport & Infrastructure, a focus on boosting economic growth and productivity through improvements to transport infrastructure ➤ Next Generation Digital Infrastructure, full fibre network as critical infrastructure and the backbone for 5G technologies and enabled networks
6.	<p>Timescales and process:</p> <p>The Solent Local Industrial Strategy will need to be agreed with government (the Department of Business, Energy and Industrial Strategy). This process starts late summer 2019 but is likely to be a sequential, iterative process and BEIS can accept or reject any proposals put forward by the LEP. LEPs may introduce proposals sequentially. Once accepted proposals will be signed-off and additional support will be provided on a cross-Departmental basis to further develop proposals. As such this is an on-going iterative process and the City Council will want to be fully involved, including through the Leader's Board membership of the LEP.</p>
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
7.	There are no direct capital or revenue resource implications for this submission, although it is anticipated that the Local Industrial Strategy will be a key document in future to resource and drive the economic growth of the region, therefore it is important that Southampton's interests and priorities are represented.
<u>Property/Other</u>	
8.	None.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
9.	Section 1 of the Localism Act 2011.
<u>Other Legal Implications:</u>	
10.	None currently. Legal advice will be sought if there are any contractual commitments in future between the Solent LEP and Southampton City Council as a result of the Local Industrial Strategy.
RISK MANAGEMENT IMPLICATIONS	
11.	The Solent LEP are obliged by government to consult with key local stakeholders, such as local authorities, but are not obliged to accept the City Council's submission.
POLICY FRAMEWORK IMPLICATIONS	
12.	The proposals contained within this report and the Appendix are in accordance with the Council's Policy Framework.

KEY DECISION?	No
WARDS/COMMUNITIES AFFECTED:	none

SUPPORTING DOCUMENTATION

Appendices

- | | |
|----|--|
| 1. | Southampton City Council Submission to the Solent Local Enterprise Partnership for the Local Industrial Strategy |
|----|--|

Documents In Members' Rooms

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

Equality Impact Assessment

Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	No
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Data Protection Impact Assessment

Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No
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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)
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- | | |
|----|-----|
| 1. | N/A |
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| 2. | |
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FOREWARD

We want Southampton and the Solent to be recognised internationally for its global importance, with Southampton being a city with a sense of pride and purpose, in which all our residents can aspire and achieve, our businesses can grow and are renowned for innovation and investment. A green and clean city, with strong cultural and community assets.

The City Council Strategy 2016-2020 and the [Southampton City Strategy 2015-25](#) both identify economic growth and improving the prosperity of local residents as key outcomes we are seeking to achieve.

As the balance of economic power and patterns of trade shift more to the east, the importance of maritime trade will certainly not diminish. The OECD forecast that the global ocean economy will double to \$3 trillion in 2030. Southampton is a 'Sea-City' recognised around the world for its port, trading links and as an international seat of learning.

Southampton is at the cutting edge in developing new technologies, as a centre of globally important innovation and research. As new technologies emerge, including in the areas of artificial intelligence, autonomy and in the use of data, we are well placed to lead and flourish.

We have highly ambitious plans to remodel the core of Southampton linking the heart of the city to the waterfront. As we plan for the future sustainability and the design of the spaces where people live, work, learn and innovate will become ever closer and our city is already beginning to adapt.

I look forward to being part of this process and driving my team to deliver what is needed for Southampton.

Councillor Christopher Hammond
Leader of the Council
Southampton City Council

INTRODUCTION

This is an exciting time for the Solent and Southampton is ready to overcome challenges and enable incoming opportunities by adapting fast to a changing world.

This submission details some Southampton's key characteristics as a maritime gateway with the world, the city's world-class assets, synergies with the UK Industrial Strategy's Grand Challenges, the key strategic priorities for the reflection in the Solent Industrial Strategy as we all seek to improve people's lives, earnings and productivity in the future.

Our objective is for Southampton to become a clean, green, tech-focussed smart city. Tech cities are leading the world as testbeds for innovation, as magnets for talent and venture capital (VC), they are not just vibrant places in which to live and work – they are also driving regional economies.

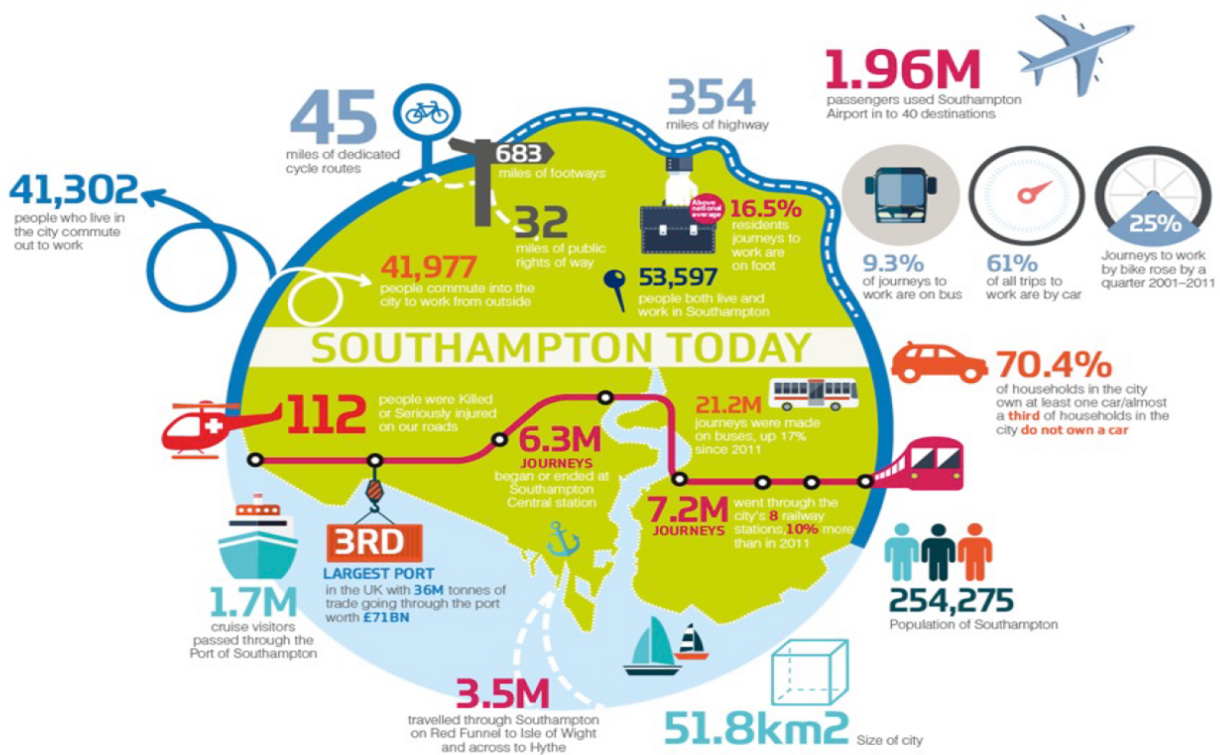
Through the Solent Local Industrial Strategy and by working in partnership we aim to enable a transformative investments for the Solent region. With the largest city centre redevelopment opportunity in the South of England, we will create vibrant, new city centre communities whilst also linking the heart of Southampton to a world-class waterfront.

As a coastal City with rich heritage and excellent connectivity, we are fast becoming a destination City and are working with partners to develop our creative, cultural and visitor economy, building on our strengths as the cruise capital of Europe. We will be submitting a UK City of Culture application, galvanising local activity to maximise the economic and social impact of culture for Southampton and the wider area.

We are working hard to address challenges including bringing forward flood defences to protect and develop homes and businesses, connecting and redeveloping the City to provide the homes, businesses, skills, public realm and transport our residents, businesses and visitors need.

We recognise the value of working in partnership with the Solent Local Enterprise Partnership and other partners. We have people, talent and resources to support delivery of the Local Industrial Strategy and act as a key partner.

SOUTHAMPTON TODAY

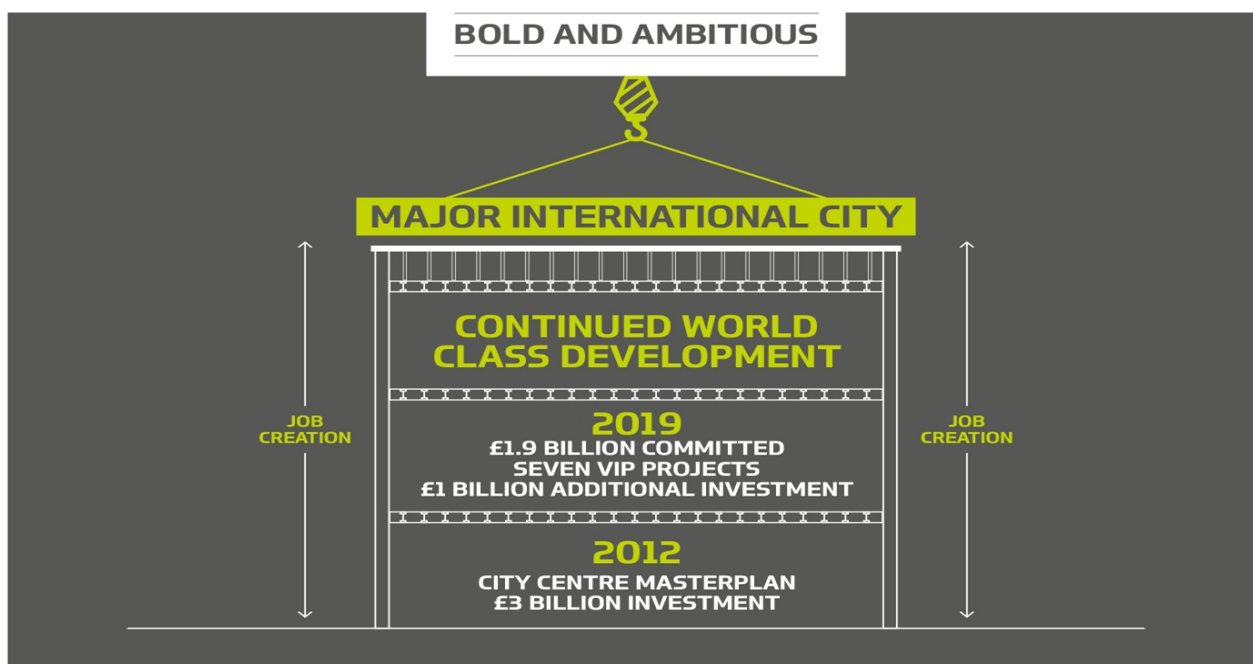


Southampton has a strong identity underpinned by the international profile of the Port of Southampton, University of Southampton, Southampton Airport, Southampton Football Club, the National Oceanography Centre Southampton, Southampton International Boat Show, Ordnance Survey and international businesses such as Carnival Corporation, CooperVision, BAT and Old Mutual.

Southampton’s economy extends beyond the city boundary to include the waterside parishes of the New Forest, southern part of Test Valley, Eastleigh Borough and the M27/M3 corridor. Consequently major economic assets such as the University of Southampton Science Park, Fawley Oil Refinery, and Southampton Airport are integral to the city economy.

SOUTHAMPTON’S KEYSTONE ASSETS

Southampton is a regional powerhouse, a net contributor to the South East economy and a logistics pipeline for companies which export through Southampton Port. Southampton is strategically positioned to be the UK’s global gateway and an international magnet for foreign direct investments. We are not only a home to two universities but a catalyst for business growth and an important regional centre for investment totalling over £3 billion since 2012.



PORT OF SOUTHAMPTON

Every month, Southampton supports 11 shipping lines which make 150 calls to 54 ports in 41 countries, making the port a huge national asset. Southampton is the UK's number one vehicle handling port, Europe's leading turnaround cruise port and the UK's most productive container terminal.

Operated by DP World, the Southampton terminal is home to the new 500m deep-water quay SCT5, which was purpose built to handle the largest E-Class ships in the world. New ‘clean’ investments have also been made in twelve new hybrid straddle cranes, using 20% less fuel, reducing emissions by using regenerating technology to charge modern Lithium-ion batteries.

The port is also a leading international cruise industry hub, home to the UK fleets of both P&O Cruises and Cunard Line and used regularly by Royal Caribbean International, Fred Olsen Cruise Lines, AIDA Cruises , Norwegian Cruise Line, Celebrity Cruises and TUI

Some 85% of UK cruise calls use the Port of Southampton generating in the order of 3,500 jobs in the Solent region and with each cruise vessel call is stated to be worth £2.5million to the economy through passenger and line spend (Arup, 2014).

Key facts:

- Port contributes £2.5 billion to the UK economy annually
- Supports 15,000 jobs in the Solent and 45,000 across the UK
- £71 billion of goods handled each year
- The Port of Southampton is Europe's leading turnaround cruise port welcoming 2 million passengers per annum on over 500 cruise calls
- More than 90% of the cargo that DP World's UK terminals currently handle is non-European.
- DP World Southampton will have reduced its NOx emissions by over 50% by 2020.

It is expected that Associated British Ports will announce during the autumn its proposals for expanding the port.

MARINE AND MARITIME

The National Oceanography Centre (NOC) is the United Kingdom's centre of excellence for oceanographic sciences with a remit to provide national capability and leadership for big ocean science. The UK has a long tradition as an ocean science pioneer with world leading capabilities and the NOC is a world leading oceanographic institution. NOC undertakes world leading research in large-scale oceanography and ocean measurement technology innovation.

The Boldrewood campus at the University of Southampton is home to the Southampton Marine and Maritime Institute (SMMI) and Lloyd's Register's Group Technology Centre one of the UK's most significant university and business research collaborations. The £140m Innovation Campus is internationally recognised centre of excellence with all the necessary disciplines to tackle global marine and maritime challenges.

Warsash Maritime Academy, now with the majority of its activity located within Southampton, has provided first class education, training, consultancy and research services to the international shipping, commercial yacht, and offshore oil and gas industries for over 70 years. The Warsash School of Maritime Science and Engineering is also now home to the largest and most sophisticated [maritime simulation centre](#) in the UK.

GREAT UNIVERSITIES

Is there a key attribute that defines a tech city – setting it apart in terms of innovation and investment? Tech cities are defined by different attributes, however a common characteristic is the presence of great universities.

In Southampton

The **University of Southampton** is a research-intensive university and a founding member of the Russell Group, with a global reputation built on research and innovation excellence. It has 17,535 undergraduate and 7,650 postgraduate students, making it the largest university by higher education students in the South East region.

A new assessment of the University of Southampton's economic impact shows it benefits the Hampshire economy to the tune of £1.3 billion annually (19,800 jobs) and Southampton specifically by £0.9 billion (14,000 jobs). On a national scale the university contributes £2.5 billion (32,900 jobs) to the economy.

The University works with more than 300 businesses around the world. These include industry leaders such as Rolls-Royce, Microsoft, IBM and Phillips.

The University of Southampton is also home to the [Optoelectronics Research Centre](#) (ORC), one of the world's leading institutes for photonics and that has contributed significantly, optical telecommunication technology that underpins the internet.

[Solent University](#) has been a university since July 2005. Incorporated as an independent higher education institution in 1989, the University's origins can be traced back to a private School of Art founded in 1856.

Solent University is an ambitious international university spanning industries from fashion to engineering with more than 19,000 students from over 100 countries.

Solent University's maritime strategy has led to significant investment into our maritime technology and facilities, with investment of around £43 million from 2017 to 2020. The Maritime Academy now occupies a new facilities in the city centre.

Situated in the heart of the city, [Solent Sports Complex](#) is based at the University's main East Park Terrace campus and is the latest addition to a wider £100 million estates development plan. The [new sports complex](#) facilities will support and enable excellence in sport, health and fitness related degree programmes and associated teaching and research.

SCIENCE, RESEARCH, INNOVATION AND ENTREPRENEURIALISM

Revolutionary research needs revolutionary facilities. For more than 40 years, scientists at the University of Southampton have been at the very forefront of cancer immunology research. The [Centre for Cancer Immunology](#), opened in 2018, the UK's first centre dedicated to cancer immunology research. Connected to leading institutions worldwide, this cutting-edge hub enables interdisciplinary teams to expand clinical trials, explore new areas and develop lifesaving drugs. The Trust has submitted proposals for a development at Bargain Farm for a development that includes a 12000m² health campus that will provide for commercialisation of research emerging from its activities.

[University Hospital Southampton NHS Foundation Trust](#) provides services to some 1.9 million people living in Southampton and south Hampshire, plus specialist services such as neurosciences, cardiac services and children's intensive care to more than 3.7 million people in central southern England.

The Trust is also a major centre for teaching and research in association with the University of Southampton and partners including the Medical Research Council and Wellcome Trust.

Southampton has also been recognised as one of the most improving cities in the competitiveness index according to a report by the Centre for International Competitiveness. The City has a thriving digital tech sector that has recently increased turnover by 41% since 2014, with a value of £2.1bn and created an estimated 29,567 jobs. (Tech Nation, 2018)

[Southampton Science Park](#) is the South of England's innovation hub. Over 100+ companies are based at the science park, employing over 1,000 highly skilled employees. The economic impact made by businesses at the Science Park per annum is £550m.

Technology and the digital economy are a central part of the University of Southampton's innovation strategy. The [Web Science Institute](#) coordinates the University of Southampton's globally recognised expertise on the development and social impact of Web technologies, offering analysis, tools, data and advice to government, business and civil society. In addition the University has joined The Alan Turing Institute - the UK's national institute for data science and artificial intelligence.

The University of Southampton is a founding partner of [SETsquared partnership](#), the university business incubator ranked number one in the world by UBI Global. What is more, [Future Worlds](#) the on-campus start-up accelerator at the University of Southampton has a mission to help our aspiring entrepreneurs change the world with their ideas. Future Worlds has gained an international reputation with start-ups attending [Silicon Valley's Y Combinator accelerator](#) and the [Consumer Electronics Show \(CES\) in Las Vegas](#).

Barclays Eagle Labs have been appointed by Southampton City Council to manage the [Network Eagle Lab](#), Southampton's new co-working space. The location will be run by the bank's Eagle Labs team, a group with a track record of helping entrepreneurs and businesses grow and scale-up. Network Eagle Lab marks the first collaboration between a Barclays Eagle labs and a local authority, helping to further strengthen Southampton's established position in the digital sector.

CITY CENTRE

Southampton's city centre continues to undergo significant and ambitious transformation. The City Centre Master Plan that illustrates potential developments and urban design concepts, launched in 2012 with over £3 billion now

invested. In addition investors now have confidence that Southampton's ambition is matched by a clear vision and ability to deliver.

Successful developments include:

- Westquay, located in the heart of Southampton, is the south coast's premier shopping, casual dining and leisure destination and attracts an annual footfall of 19 million. Westquay South, the new leisure and dining extension in 2016, now boasts 50 café's, bars and restaurants.
- Studio 144, the city's £30m arts venue, provides a new well-equipped auditorium for Nuffield Southampton Theatres and an airy home for the university's John Hansard Gallery, as well as a base for the City Eye film charity.
- The prestigious £75 million Admirals Quay development in Ocean Village by Allied Development with a landmark 26 storey tower, is one of the biggest residential developments outside London.
- New homes have been built at BOW Square providing 280 apartments in the city's first 'Build to Rent' development.
- Residential development at Meridian Waterside and Chapel Riverside, by Inland Homes are part of a mixed-use regeneration of the Itchen Riverside area with the potential to provide hundreds of new homes.
- A new 8-storey, 208 bedroom Moxy Hotel in Westquay utilising CLT pod construction by Vastint Hospitality.
- The Southampton Harbour Hotel and Spa, a £24million development by the Nicolas James Group, opened in October 2017 in Ocean Village.

New city centre developments are also in the pipeline, including:

- [Nelson Gate](#) currently comprises three multi-storey office blocks, Grenville House, Norwich House and Frobisher House. The proposed redevelopment will include residential apartments, a hotel, new retail units, restaurants and office accommodation.
- [Bargate Quarter](#) by Tellon Capital is for the redevelopment of the former Bargate Shopping Centre. The scheme is set to include retail and restaurants at ground floor street level, and 152 apartments and student accommodation.



THE GRAND CHALLENGES

'The Smart specialisation approach combines industrial, educational and innovation policies to suggest that regions identify and select a limited number of priority areas for knowledge-based investments, focusing on their strengths and comparative advantages.' (OECD)

The national Industrial Strategy contains four Grand Challenges based on global trends and technologies. The UK needs to embrace the transformative industries of the future. The challenges also seek to improve people's lives, earnings and our productivity. In addition a Commission has been working to formulate a mission-oriented approach to the four Grand Challenges, with each mission listed below.

1. **AI AND DATA ECONOMY** - 'Use data, artificial intelligence and innovation to transform the prevention, early diagnosis and treatment of chronic diseases by 2030.'
2. **AGEING SOCIETY** - 'Ensure that people can enjoy at least 5 extra healthy, independent years of life by 2035, while narrowing the gap between the experience of the richest and poorest.'
3. **CLEAN GROWTH** - 'At least halve the energy and resource use of new and existing buildings by 2030.'
4. **FUTURE OF MOBILITY** – 'The introduction of zero emission vehicles can help reduce carbon emissions, other pollutants and congestion as people and goods move around and through our city.'

Southampton is at the forefront of the AI and data revolution. An [independent review](#) in 2017, carried out by Dame Wendy Hall FRS FREng (Regius Professor of Computer Science, University of Southampton) reported on how the Artificial Intelligence industry in the UK might grow with recommendations around skills, data and research.

Dame Wendy Hall is also Executive Director of the [Web Science Institute](#) (WSI) at the University of Southampton. The WSI is a world leader in Web Science research, training and enterprise. In addition the University of Southampton is a Partner of [The Alan Turing Institute](#), the UK's national institute for Data Science and Artificial Intelligence.

Beyond the opportunities linked Data Science and Artificial Intelligence we recognise that there are areas of our local economy which will need to adapt to focus on future growth opportunities. One such area is public services.

Between 2016 and 2017 the most significant GVA income growth (£178 million) was in the Public administration, education and health now accounting for 28.7% of Southampton's economy, which in total has an estimated value of £6.6 billion (2017). The sector has been the highest contributor to GVA in Southampton and its share has steadily grown from 23.1% in 1997 to 29% in 2017.

The population of our city is growing fast and it is expected to grow by nearly 5% by 2022, to 259,615, increasing demand on public services. At the same time, the population of older people (65+) is growing more quickly than the rest of the population reflecting our Ageing Society.

Science, research and health innovation is an area of specialisation for Southampton. [University Hospital Southampton NHS Foundation Trust](#) is a major centre for teaching and research in association with the University of Southampton which has also been at the very forefront of cancer immunology research, respiratory disease, nutrition, cardiovascular disease, bone and joint conditions and complex immune system problems.

Clean growth and the future of mobility are also challenges for the city. Efficient and effective transport networks and innovative developments in our city's infrastructure are required to not only boost our local economy, but also to meet the challenge of improving air quality.

Significant network investments will be required before technology can be utilised in our missions to tackle our ageing population, in health-care, cleaning our air and protecting our environment. Investment in next generation full fibre networks will be essential. Gigabit Southampton is about new optical fibre networks and further existing network investments. Our basic assessment is that a full fibre network should undoubtedly be considered as critical infrastructure and will be the backbone or backhaul for 5G technologies and enabled networks.

Like other UK cities Southampton needs investment in full fibre networks that are gigabit speed, consistent, reliable, consumers focussed and affordable. We need city-wide Fibre to the Premise (FTTP) coverage before 2025.

We see the Solent LEP Local Industrial Strategy and the Government’s Industrial Strategy and its grand challenges as future opportunities for Southampton – in particular to act as the bedrock of future economic growth that will extend beyond the city’s boundaries and contribute to powering the wider Solent economy. The following areas summarise interventions to overcome our challenges, and can contribute to increased productivity:

- We want to inflate **Marine and Maritime sectors**

We must continue to innovate and provide world class infrastructure both with-in the Port and in the City if we are to retain global cruise brands and the wider benefits to the regional and national economy. Recognising the port’s national role we also have a keen interest in seeing improvements to transport infrastructure across the south of England and into the Midlands.

- We want to be a **Connected City**, develop our district centres and build improved links with our catchment area

As one of the fastest growing cities in England, Southampton is a City of Opportunity. The latest independent report from PWC reflect the council’s commitment to delivering successful and sustainable economic growth. When compared to the other 41 cities included in the PwC and Demos Good Growth index, Southampton has seen a vast improvement in eight of the twelve indicators that are considered; with advances in environment, skills, owner occupation, new businesses, health and jobs being of most note. We want to use the benefits that can be provided by big data and AI to improve the delivery of public services and operation of infrastructure by utilising the expertise to be found in our academic institutions and businesses.

We are creating infrastructure that provides for improved movement between the city and its catchment area and links between Southampton and Fawley Waterside.

- We want to remodel our city centre - **Mayflower Quarter and Itchen Riverside**

The Mayflower Quarter is the most significant development opportunity on the south coast of England and one of the largest city centre development opportunities in the South East outside of London.

The Mayflower Quarter, totalling 84 hectares unites tracts of land identified in the Masterplan as being parts of the Heart of the City, Western Gateway, Station and Royal Pier Waterfront quarters. Development opportunities within the Mayflower Quarter – Nelson Gate, Toys R Us, Leisure World/former JLP warehouse and the Moxy Hotel development are already moving forward.

The west bank of the River Itchen between Itchen Bridge and Northam Bridge is also a major development opportunity within the city centre with the potential to provide further homes and jobs.



➤ We want to be **Clean & Green**

Southampton is also a city with a large amount of green spaces, with 49 parks and 1,140 hectares of open space. It also neighbours the New Forest National Park, Southampton Water, the Solent and the range of protected environments within them.

In June 2019 the council launched a new **Green City Charter** with a vision to create a cleaner, greener, healthier and more sustainable city. The headline objective is for the city to be carbon neutral by 2030.

➤ **Sustainable Transport & Infrastructure**

Connected Southampton 2040 sets out a long-term vision for how the Council and its partners will improve the transport network over the next twenty years. The strategy forms part of the fourth Local Transport Plan for the city. This will support the transformation of the city, setting out what transport success will look like for all different types of travel in 2040.

Southampton has also made the shortlist of ten cities that are in the running to receive a share of the £840m Transforming Cities Fund (TCF) from the Department for Transport. The Transforming Cities Bid focuses on boosting economic growth and productivity through improvements to transport infrastructure. A key component of the application includes the reconfiguration of the transport network in the core city centre.

➤ We need to support investments in next generation **Digital Infrastructure**

With recent investment announcements and hopefully with more to come Southampton will become a 'High Network Reach' area with similar opportunities as 'High Network Metro Areas' such as Birmingham and Manchester.

We need city-wide Fibre to the Premises (FTTP) coverage before 2025. Recent investment announcements suggest an accelerated timeframe in Southampton. Our basic assessment is that a full fibre network should undoubtedly be considered as critical infrastructure and will be the backbone or backhaul for 5G technologies and enabled networks.

On the fundamentals the UK environment for digital infrastructure investment had to change. Consumers rely more than ever on fixed and mobile connectivity, and with the volume of internet data used by people in the UK increasing by 50% each year.



➤ We need **Skills Strategies** and the Solent Local Industrial Strategy to be closely aligned.

The commitment within the national Industrial Strategy to create local industrial strategies offers a chance to set out a coordinated set of actions to deal with the challenges and opportunities the Solent areas faces, including the identified skills challenges that are an impediment to improving productivity.

A distinct Digital Skills Strategy is also becoming increasingly essential to enable the commission adult education to support digital inclusion and digital literacy in the city; to work with universities and other partners to attract and retain digital talent and to work closely with schools to maximise the digital skills of all children.

Analysis identifies that 22% of the current jobs in Southampton are in occupations very likely to decline by 2030. New jobs will be created to replace those that disappear. Those occupations that require interpersonal, analytical and digital skills are expected to continue to grow.

A good example of activity in this area is the West Midlands Digital Skills Partnership to improve local digital skills and develop a pipeline of highly skilled residents.

In conclusion the key issues to be addressed by the Solent Local Industrial Strategy should :

- Encourage and support investment in our cities as drivers of growth;
- Sustain economic growth, increase sector diversity and encourage higher levels of productivity in key growth sectors;
- Protect and sustain our key employment sectors;
- Identify, map and champion growth sectors and technological strengths, particularly in autonomy, artificial intelligence and data.
- Include distinct Investment and Infrastructure strategies to unlock the significant value of strategically important schemes such as Mayflower Quarter;
- Integrate Statutory Local Plans and the Solent Local Industrial Strategy to delivery jobs growth, infrastructure and new homes delivery. The Solent could lead in this area, with cross-departmental support to consider jointly, issues such as flood risk, clean air and sustainable transport delivery.
- Lead to a collective voice across the Solent area on issues relating investment and growth underpinned by a high-level spatial strategy.
- Develop international co-promotion strategies for significant development schemes such as Mayflower Quarter.

DECISION-MAKER:	CABINET COUNCIL		
SUBJECT:	FORMER OAKANDS SCHOOL SITE DEVELOPMENT		
DATE OF DECISION:	16 JULY 2019 17 JULY 2019		
REPORT OF:	CABINET MEMBER FOR HOMES AND CULTURE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Tina Dyer-Slade	Tel: 02380833597
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	E-mail:	Denise.edghill@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
Confidential Appendix 2 and 3 contains information deemed to be exempt from general publication based on Category 3 and 4 of paragraph 10.4 of the Council's Access to Information Procedure Rules. In applying the public interest test this information has been deemed exempt from publication due to confidential sensitivity.	
BRIEF SUMMARY	
<p>The purpose of this report is to seek approval to proceed with the development of the Former Oakland's Community School site which will provide 103 new homes. The aim is for all of these to be affordable homes, there will be a mix of council rented and shared ownership properties. The Ministry of Housing, Communities and Local Government defines social and affordable homes as social, affordable and intermediate which includes shared ownership. The shared ownership element of the properties will be privately owned. This development will be funded from a mix of council borrowing, right to buy income, the upfront sale of the shared ownership properties and if required it would be possible to sell some of the units outright. Homes England (HE) funding is also being sought, however this is not included in the current financial appraisal. The approach outlined in this report supersedes the recommendations of the 20th March 2018 Cabinet report which outlined the option that was available at that time to maximise the number of affordable homes on the site.</p> <p>The scheme now has planning consent and it is the intention to procure the works as a design and build contract with a direct appointment through a framework agreement with a building contractor. Approval is now sought to add £18.3m to the Housing Revenue Account capital programme with authorisation to spend and to give delegated authority to the Director of Growth following consultation with the Cabinet Member for Homes and Culture, the Service Director Finance and Commercialisation and the Service Director Legal and Governance to enter into contract with the building contractor.</p>	
CABINET	
RECOMMENDATIONS:	
(i)	Subject to the financial approvals of Council, to delegate authority to the Director of Growth following consultation with the Cabinet Member for Homes and Culture, the Service Director Finance and

		<p>Commercialisation and the Service Director Legal and Governance to:</p> <ul style="list-style-type: none"> • deliver a scheme in accordance with the financial parameters of this report • approve the submission to Homes England • agree detailed terms and conditions • enter into a contract with a construction company • appoint a specialist Shared Ownership expert to deal with sourcing purchasers and delivering sales • take any other actions required to give effect to this decision • agree the final tenure mix prior to practical completion
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COUNCIL

RECOMMENDATIONS

	(i)	To appropriate the Former Oaklands School site from the General Fund to the Housing Revenue Account in order to develop the scheme outlined in this report.
	(ii)	To approve the addition of £18.3m to the Housing Revenue Account Capital Programme, and the expenditure of £18.3m on the Former Oakland's School Site to deliver a scheme of affordable council rented and shared ownership properties. To be funded from £10.9m borrowing, £2.9m retained Right-to-Buy capital receipts and £4.5m from the sale of the initial percentage of shared ownership properties.

REASON FOR THE REPORT RECOMMENDATIONS

1.	In October 2018 the government implemented the removal of the Housing Revenue Account (HRA) borrowing cap to create the opportunity for councils to consider this as a route to the development of new homes. This report seeks approval to use this borrowing option in addition to retained Right- to-Buy income plus any other grant income that can be secured to build 103 homes based on the financial appraisal assumptions included within Appendix 3. Approval is now sought for the full capital budget to proceed with building out the scheme, and to enter into contract with a contractor to deliver the project as outlined in this report under a JCT Design & Build contract. These homes will contribute toward the target of 1000 council owned homes which the council is committed to delivering by 2025.
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ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2	Do Nothing – this is not a recommended option. The site of the former school is vacant (the previous school buildings have been demolished) with temporary hoarding, the site needs to be developed, new homes provided and the appearance of the site improved as a result.
3	Sale of the vacant site for maximum capital return– this would secure a capital receipt for the council, but would not maximise the number of affordable homes that could be delivered on the site, or the requirement to develop more council owned homes. This may involve a longer programme to deliver homes on the site as this would need to include the period of time involved in securing a sale.

4	Sale of the developed site with 103 homes for maximum capital return. This would not meet the requirement of securing council owned homes.
5	Sale of the Site for less than best value for the provision of 100% affordable homes – this would secure a significantly reduced capital receipt and would secure affordable homes, but not council owned homes. This may involve a longer programme to deliver homes on the site as this would need to include the period of time involved in securing a sale.
6	A Joint Venture – the route to enter into a joint venture with a development company or other partner would not maximise the number of affordable or council owned homes on the site and would also take a significantly longer period of time to implement because of the process involved with selecting a partner and agreeing terms.
7	Sale and Lease back – this option involves an external investor funding the development in return for a rental payment over a period of 20-40 years, it relies on a mix of affordable and market rent properties. The model does not allow for Right- to- Buy to apply and there would need to be in place an independent housing company to hold and manage the housing stock. This is a complex arrangement with financial risk, procurement issues and there is no housing company in place at this time. In addition this option does not maximise the number of affordable homes on the site as there would need to be a significant percentage of market rental properties. It also relies on a demand for market rent in the Lordshill area which is not yet proven.
DETAIL (Including consultation carried out)	
8	On the 20 March 2018 Cabinet approved a report to dispose of the Former Oaklands School Site for a less than best consideration in order to enter into a sale and leaseback arrangement with a developer to secure up to 50% affordable homes on the site. At the time this was the recommended approach to secure the maximum number of affordable homes on the site which would transfer to the city council after a 40 year period. This report outlines an approach which will allow the whole site to be affordable with a mix of shared ownership and council owned affordable homes for rent.
9	<p>Planning approval was granted for this scheme in April 2019. There is now a need to move forward with this site for the reasons outlined below.</p> <ul style="list-style-type: none"> • With the removal of the HRA Account borrowing cap in October 2018 there is an opportunity for the council to take this development forward itself. • There are 8,600 families on the housing register and a growing demand for homes in the city. • Over the last few years the number of affordable homes delivered by developers as part of Section 106 agreements has been significantly less than 2014/15. • The site has planning permission, it is vacant, available for development. • There is a need to use retained Right-to-Buy income which would otherwise need to be paid back to the government with interest. • There is an opportunity to use a direct appointment through a framework agreement to enable a start on site in 2019.

	<ul style="list-style-type: none"> • The Affordable HE Funding programme may have some funding that could be applied for and allocated to this scheme but this currently is time limited so the earlier the scheme can be delivered the more likely that funding may be secured. • The approach outlined in this report will enable the collection of council tax substantially sooner than any other option outline in paragraphs 2-7. 										
10	As part of the Autumn Budget 2017 the government confirmed its commitment to delivering 300,000 homes per year and on the 29th October 2018 the HRA borrowing cap was formally removed with the publication of the Limits on Indebtedness (Revocation) Determination 2018. The council proposes using the opportunity created to fund this development using borrowing, right to buy income and the upfront sale of the shared ownership properties, Homes England financial assistance will also be sought if possible.										
11	The housing targets for Southampton are set out in the Southampton City Council Housing Strategy 2016-2025 and the Southampton Core Strategy 2006-2026. This currently states that there is a requirement for an additional 16,300 housing units for the city by 2026. Despite the council owning approximately 16,000 rented properties there is still an urgent need for social and affordable housing with over 8,600 families currently waiting for homes on the housing register.										
12	<p>There is an obligation through the local planning process for developers to build 35% affordable homes as part of any development across the city. In the past the city council has had the opportunity to nominate to these properties from the housing register. Table 1 shows how there has been a significant reduction in affordable properties developed as part of this process and as a result this has reduced the number of nominations that the council has been able to make from the housing register.</p> <p>Table 1. Section 106 properties delivered in Southampton</p> <table border="1"> <thead> <tr> <th>Actual 2014/15</th> <th>Actual 2015/16</th> <th>Actual 2016/17</th> <th>Actual 2017/18</th> <th>Actual 2018/19</th> </tr> </thead> <tbody> <tr> <td>422</td> <td>204</td> <td>156</td> <td>32</td> <td>154</td> </tr> </tbody> </table> <p>This development will significantly increase the number of affordable properties available to those on the housing register.</p>	Actual 2014/15	Actual 2015/16	Actual 2016/17	Actual 2017/18	Actual 2018/19	422	204	156	32	154
Actual 2014/15	Actual 2015/16	Actual 2016/17	Actual 2017/18	Actual 2018/19							
422	204	156	32	154							
13	This site now provides an opportunity to be able to respond to the housing need identified earlier in this report. With planning permission being granted in April 2019 there is an opportunity for the council to proceed with this project using a procurement method which enables an early appointment to be made.										
14	On average between 100-150 tenants exercise their Right-to-Buy their council property each year. The table below shows the number of city council properties that have been sold to tenants over the last 5 years as a result of the Right-to-Buy Scheme.										

Table 2 The number of council properties sold under the Right-to-Buy Scheme

Actual 2014/15	Actual 2015/16	Actual 2016/17	Actual 2017/18	Actual 2018/19
116	110	164	122	105

A proportion of the income from these sales is required to be spent on replacement HRA stock within three years of receipt. If this funding is not spent it has to be returned to the government with interest every quarter of the financial year. The income from Right-to-Buy can only be used to part fund new build homes or the purchases of properties that will add to the councils housing stock. Over the last year this income has been invested in the Potters Court and the Townhill Park projects plus the individual purchase of properties to add into the council stock. The Former Oaklands School site will provide a further opportunity to invest this income. It is estimated that £2.9 million could be invested from this budget preventing the need to return this funding to the government.

15 The procurement route which would deliver the housing units which have been approved through the planning process with the earliest completion date would be a direct appointment of a contractor. This process could result in a start on site in 2019 subject to completion of the contractual arrangements. The Hyde Housing Main Contractor Framework Agreement which the council is eligible to use would allow the direct appointment of a contractor for this project. This framework was procured using an OJEU compliant process and is administered by Hyde Housing Association. All the contractors on this framework have already been through a competitive process in order to be on the framework. The framework specifies the agreed level of overhead and profit for the contractors on the framework. This report recommends the appointment of a contractor as a direct appointment using the framework referred to above.

16 In order to ensure value for money with the design and build contract, the council will use an Employers' Agent who is a cost consultant who will benchmark the cost of the scheme with reference to other comparable cost data. This is an appropriate method of ensuring that the proposed cost of the works is justifiable and commensurate in terms of market norms. This same consultant will be required to certify to the council that the final contract sum agreed represents value for money before entering into contract with the building contractor.

17 Homes England currently has funding available for Registered Providers to contribute as gap funding towards affordable homes, these could be developed for social rent, affordable rent or shared ownership. This Affordable Homes Funding programme presents an opportunity to add grant into the scheme. Since the scheme now has a deliverable planning consent, is already within Council land ownership and is of reasonable scale, it could attract funding. Such funding would be able to produce a greater proportion of rented homes and may allow delivery of Social Rented homes in addition to or instead of the Affordable Rented tenure which is currently being modelled. This funding programme extends until 2022, and whilst it is likely that further

	<p>funding programmes will be announced to follow this current round the timing of this is uncertain. Therefore to maximise the opportunity to use this available funding the council would need to use the most expedient procurement route available. Discussions are ongoing with HE and also the Wayfarer Consortium which provides access to HE funding.</p>
18	<p>Once completed and fully occupied there will be a significant council tax collection for this site. The direct appointment procurement method proposed using a framework agreement should allow this income to be due earlier than the other options outlined in paragraphs 2-7 above.</p>
19	<p>The development will include 103 homes in 2 and 3 storey buildings, with associated access, parking and landscaping. It is proposed that there will be a mix of affordable and shared ownership. The design approach follows the style of the local area including:</p> <ul style="list-style-type: none"> • Semi-detached pairs, short terraces and small blocks of two and three storey apartments • A contemporary style • Use of modern methods to speed up the process and enable the development to minimise disruption to nearby residents • High quality traditional materials for longevity and ease of maintenance • A mixture of roof designs • These energy efficient homes will include a range of features such as Solar PV panels. • Houses will have two parking spaces and flats will have one space with additional guest parking places across the site • Tree removal will be minimised, new tree planting will be carried out on a 2:1 basis leading to an increase of approximately 50 trees • There will be several areas of formal and informal play across the site. • Two properties have been specifically designed to provide improved access for disabled people. • A cycle path will be re-routed through the development.
20	<p>Prior to entering into contract a financial checks will be carried out on the contractor to confirm the financial capacity and stability of the company. NHBC insolvency cover will be obtained and if necessary a Parent Company Guarantee will be requested. Monthly interim payments will be certified by the Employers agent throughout the design and build construction contract period.</p>
21	<p>There is a significant demand for homes for those with adult social care needs in the city and it is proposed that some of the properties on the Former Oaklands School site could be allocated for this purpose. This will result in the properties being exempt from the right to buy pursuant to Schedule 5 paragraph 7,9 and 10 Housing Act 1985.</p>
<p>RESOURCE IMPLICATIONS</p>	
<p><u>Capital/Revenue</u></p>	
22	<p>The total estimated cost of the scheme is £18.3m and it is proposed that this will be funded as outlined in the table below.</p>

	Source of Funding	Total £M
	Right to Buy	2.90
	Capital Receipts (initial sale of shared ownership)	4.50
	Borrowing	10.90
	Council Resources Requested	18.30
	<p>The role of the Employers Agent will be to scrutinise the proposed costs of the scheme so the final contract sum may change. In addition, if there are changes to the employers requirements in the process of finalising the scheme before entering into the contract this will also potentially result in minor changes to the overall cost of the scheme. This report provides delegated authority to the Director of Growth following consultation with the Member for Homes and Culture, the Service Director Finance and Commercialisation and the Service Director Legal and Governance to finalise the details of the scheme and to enter into contract with the building contractor. Any changes to the overall cost of the scheme will be reported back to Cabinet and Council.</p>	
23	<p>Developments which consist of 100% Affordable Rent or Social Rent tend not to be financially viable using standard assumptions. Cross-subsidies from other complementary tenures are commonly used to support the delivery of rented tenures. Market Rented tenure, Shared Ownership and Outright Sale are tenure-types which would offer the best opportunity to generate a neutral or positive net present value. Of these, only Shared Ownership is an ‘affordable housing tenure’. This is the tenure-type which this report recommends will be used to support and cross-subsidise the rented tenure product(s) at Oaklands. Shared Ownership has been a popular affordable housing tenure over several years because it allows for an easier entry to the housing ownership market. The purchaser buys a share of the property raising their own mortgage and then pays rent on the balance to the landlord. The purchaser would be allowed to purchase further shares right up to 100% ownership at the residents’ discretion. Development of relevant policies, training and new staff specialisms will be needed to deal with the management of this tenure type. It should however be noted that this product is considered both popular and affordable and does act as a very useful cross-subsidy catalyst for other affordable tenure types</p>	
24	<p>A Financial Appraisal has been produced by the council which forecasts (based on a range of assumptions) that the cost of borrowing can be paid back over a 30 year period. The assumptions are summarised in the Appendix 3. The financial appraisal is based on the optimum mix of affordable rental and shared ownership to achieve a neutral net present value without relying on additional external funding. The precise tenure ratio will be dependent on the scheme to attract external funding from Homes England. Some costed alternative options are included in Appendix 2.</p>	

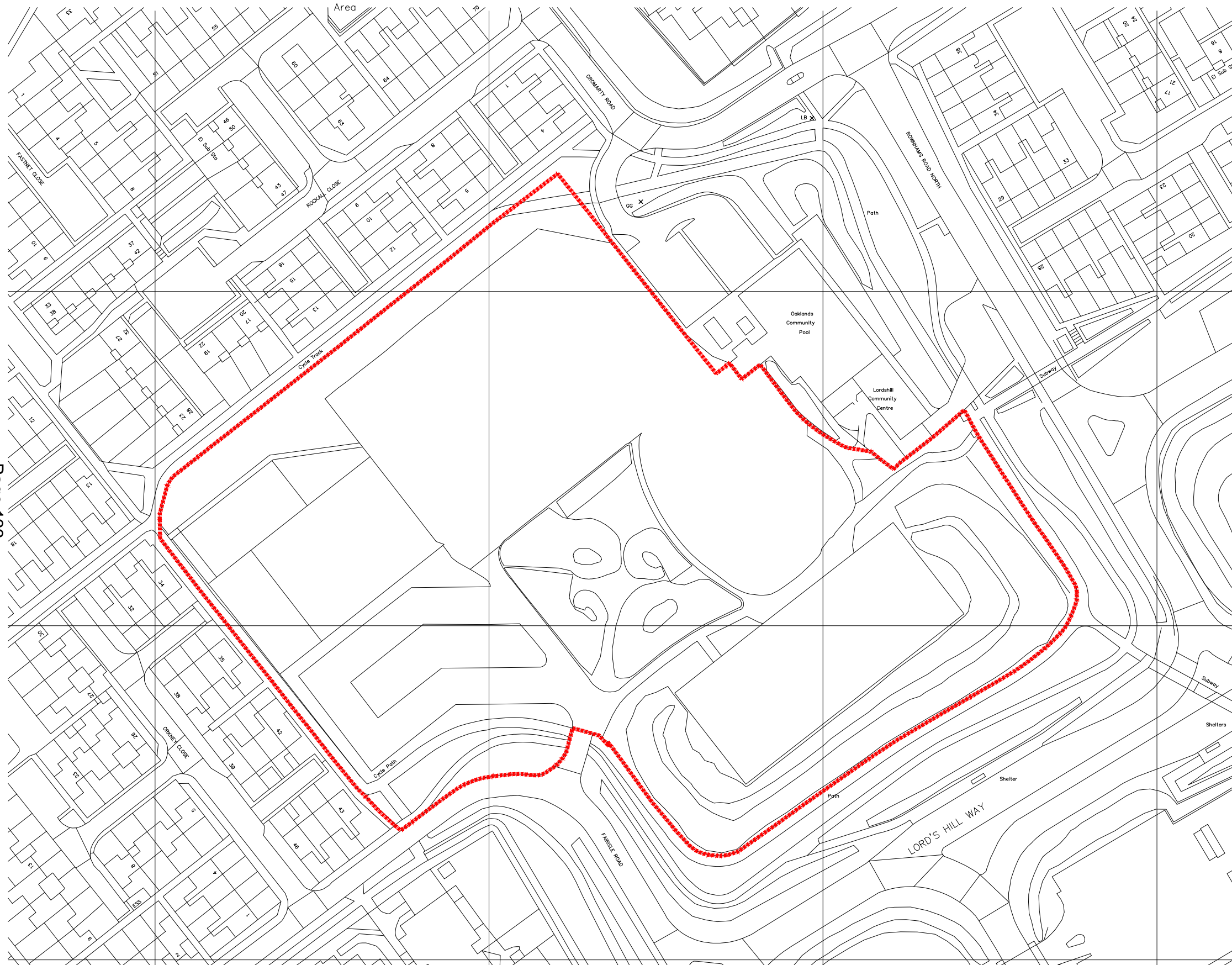
25	In addition to the cost of construction the project includes a number of other cost forecasts including the fees associated with an Employers Agent, staff time, legal fees, sales allowance for the shared ownership and a contingency.
<u>Property/Other</u>	
26	This scheme is a brownfield development on the site of the former Oaklands Community School. The new homes will come with a 12 month defects period, NHBC guarantee, and some individual elements of the construction will carry longer warranty periods.
27	The homes will be added to the councils housing stock and will be managed by the housing management team and maintained under the council's asset management process. The shared ownership units will also be managed by housing but the sales process will be outsourced to an appropriate agency.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
28	The legislation that allows the council to build and acquire homes is Section 9 and 17 of the Housing Act 1985.
29	Section 11(6) of the Local Government Act 2003 relates to the Council's ability to retain and use Right-to-Buy receipts to fund affordable housing.
30	The legislation that allows the council to appropriate the land into the Housing Revenue Account from the General Fund is Section 19 Housing Act 1985. Land appropriation is carried out by a transfer of debt equal to the valuation of land from the General Fund to the HRA to reflect the value and benefit of the asset transfer.
<u>Other Legal Implications:</u>	
31	Southampton City Council owns the freehold for the site to be used for this development and outlined in Appendix 1. Investigations carried out so far have not found any covenants, third party rights, contracts or rights of way on the site that would affect or restrict house building. The land is currently held by the General Fund and will need to be appropriated to the Housing Revenue Account.
32	Using an OJEU compliant framework is a compliant method of procurement, and a direct award call off mechanism can be used as long as it falls within the parameters and complies with the process which is set out in the framework agreement. The Hyde Main Contractor Framework Agreement is an OJEU compliant framework which allows for a direct appointment. The Employers Agent will be appointed through the Wayfarer Framework which is also an OJEU compliant framework which allows for a direct appointment.
33	This project will include the granting of affordable rented properties the council needs the approval from Homes England and in order to seek this permission the council should have a policy in place. This is currently under development.
34	Legal Services will also consider the use of HRA funds for this particular project to ensure government guidance and the Council's S11 (6) agreement are complied with.

35	<p>In taking this decision Members must be aware of their obligations under section 149 Equality Act 2010. This section contains the Public Sector Equality Duty (PSED). It obliges public authorities, when exercising their functions to have ‘due regard’ to the need to :</p> <ul style="list-style-type: none"> • Eliminate discrimination, harassment and victimisation and other conduct which the Acts prohibits; • Advance equality of opportunity; and • Foster good relations between people who share relevant protected characteristics and those who do not. <p>The relevant protected characteristics under the Equality Act are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.</p> <p>Members are advised to read the Equality Safety Impact Assessment in Appendix 4.</p>
RISK MANAGEMENT IMPLICATIONS	
36	<p>The identification of risks and the development of the risk register is under way. The risk register will continue to be further developed, refined and reviewed prior to going into contract with the building contractor and then regularly throughout the project. It is not always possible to anticipate all the risk that will be experienced throughout a project but by employing experienced quality contractors and professionals to manage and monitor the project this seeks to mitigate the risks involved. The detailed risk register will be reviewed prior to the delegations outlined in the recommendations being implemented.</p>
37	<p>Through the provision of a design and build contract the majority of risks associated with the construction are passed to the contractor.</p>
38	<p>The financial risks associated with this project will extend for the full 30 years over which the borrowing will extend. The assumptions listed in Appendix 3 are those that have been used in the financial appraisal, the basis on which these have been used is also listed.</p>
POLICY FRAMEWORK IMPLICATIONS	
39	<p>The proposal in this report will deliver new affordable homes in line with the Southampton City Council Housing Strategy 2016-2025, they will also contribute towards the targets in the Core Strategy. The Southampton City Council Core Strategy Adopted version January 2010 in policy CS4 outlines the target to provide an additional 16,300 homes to be provided between 2006 and 2026. The Planning Authority monitoring report April 2015 – March 2016 says that the target of 16,300 homes will be replaced with 19,450 homes needed between 2011 -2034 in the New Emerging Local Plan</p>
40	<p>The former Oaklands School site is included in the Strategic Housing Land Availability Assessment (March 2013). The purpose of the SHLAA is to:</p> <ul style="list-style-type: none"> • Identify sites with potential for housing • Assess how many houses/flats might be developed on a site • Assess when they are likely to be developed

KEY DECISION?	Yes	
WARDS/COMMUNITIES AFFECTED:	Coxford	
<u>SUPPORTING DOCUMENTATION</u>		
Appendices		
1.	Site Plan	
2.	Financial Options	
3.	Financial Assumptions	
4.	Equality Safety Impact Assessment	
Documents In Members' Rooms		
1.		
Equality Impact Assessment		
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.		Yes
Data Protection Impact Assessment		
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) 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.		

GENERAL NOTES:

1. This drawing is the copyright of Kenn Scaddan Associates Ltd and may not be copied, altered or reproduced in any form or passed on to a third party without written consent. If in doubt ASK.
2. This drawing has been produced as a guide, and is subject to further detailed information being provided, including but not limited to a full topographical survey, service enquires and an arboriculture study.



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REV	DATE	DESCRIPTION	REV BY	CKD BY
B	Feb 19	Boundary line amended post consultation	CG	
A	Oct 18	First issue	CG	

CLIENT

DREW SMITH GROUP



PROJECT
OAKLANDS SCHOOL, SOUTHAMPTON
 Fairisle Road,
 Southampton

DRAWING TITLE
LOCATION PLAN

DRAWING STATUS
PLANNING

PROJECT NO. | DRAWING NO. | REVISION | DRAWN BY
 1169 PD101 | CG | B

CONCEPT HOUSE: 33 KINGSTON CRESCENT NORTH END PORTSMOUTH HAMPSHIRE PO2 8AA
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SGS architecture planning design project management RIBA Chartered Practice

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Agenda Item 15
Appendix 1

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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 proposals and consider mitigating action.

Name or Brief Description of Proposal	The Development of the Former Oaklands School Site
Brief Service Profile (including number of customers)	
Delivery of 103 new affordable homes on the site of the Former Oakland’s School including, landscaping and public realm works, parking and play facilities.	
Summary of Impact and Issues	
<p>Whilst the former Oakland’s School has been demolished, there are still the floors slabs of the building on the site and these will be removed as part of the ground works.</p> <p>During the removal of the slab and the construction of the new homes and public realm there will be some noise and dust inconvenience.</p> <p>There is currently no traffic movement on and off this site so both during the construction and once complete there will be an increased traffic flow to and from the site.</p> <p>An existing cycle way/footpath will be closed and this will be rerouted through the site to improve the visibility of those using the route.</p>	
Potential Positive Impacts	
The completed scheme will offer 103 new homes which will all be affordable. This will be a mix of affordable rent and shared ownership. The site will	

provide homes for those currently on the councils housing register and for those wishing to take the first step into home ownership.

Some of the properties will be designed specifically for disabled people. It is anticipated some of the homes on the site will be used by adult social care as supported housing.

Currently the site which is surrounded by fencing and hoarding is unattractive in the local community and the development will result in significant improvement to the local environment.

There will be an improved cycle route to the housing behind the site.

There will be new play facilities for children living on the site.

Responsible Service Manager	Tina Dyer-Slade Service Lead for Capital Assets
Date	25 th June 2019
Approved by Senior Manager	Denise Edghill
Date	27 th June 2019

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	No impact	The site will provide opportunities for play for children living on the development.
Disability		Some of the homes are specifically designed to improve access for disabled people. These units and others are anticipated to be used by Adult Social Care for supported housing.
Gender Reassignment	No impact	
Marriage and Civil Partnership	No impact	
Pregnancy and Maternity	No impact	
Race	No impact	

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Religion or Belief	No impact	
Sex	No impact	
Sexual Orientation	No impact	
Community Safety	Whilst the site is fenced and hoarded there has still been issues of damage and trespass which has caused concern to the local community.	<p>To develop homes on these sites will once completed improve the quality of the local environment.</p> <p>New homes overlooking footpaths which are currently isolated will improve the safety of the area.</p> <p>The scheme to comply with secure by design guidelines and s.17 of the Crime and Disorder Act 1998.</p> <p>There will be a cycle path rerouted through the site which will provide enhanced supervision and improved route.</p>
Poverty	There are currently insufficient affordable homes in the city and as a result there are approximately 8,600 households on the housing register.	This site will provide a significant number of affordable homes. By providing shared ownership properties this provides the opportunity for some households to take the first step into home ownership.
Health & Wellbeing		Moving people out of temporary accommodation and into a home has the potential to significantly improve the quality of life of those residents.

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
		<p>Residents will have the opportunity to benefit from living very close to community facilities including the Oaklands Community Pool.</p> <p>There are also several schools nearby.</p>
Other Significant Impacts	<p>There will be some noise and inconvenience caused by the construction and traffic to and from the site.</p>	<p>Contractors will be required to operate under the “considerate construction scheme” to mitigate the impact as far as possible or a comparable scheme.</p> <p>They will be required to provide information about the project implementation, the impact locally and contact details to local residents, the local schools and other relevant organisations.</p>