

# The Council's Forward Plan

SOUTHAMPTON CITY COUNCIL

Forward Plan

**MAY 2010 - AUGUST 2010**

The Forward Plan contains a forecast of Executive Decisions to be taken over a 4-month period.

Decisions in this plan may be taken by:

- **Council**
- **Cabinet**
- **Councillor Samuels** – Leader of the Council
- **Councillor White** – Cabinet Member for Adult Social Care and Health
- **Councillor Holmes** – Cabinet Member for Children's Services and Learning
- **Councillor Walker** – Cabinet Member for Safeguarding Children and Youth Services
- **Councillor Smith** – Cabinet Member for Economic Development
- **Councillor Dean** – Cabinet Member for Environment and Transport
- **Councillor Phil Williams** – Cabinet Member for Housing and Local Services
- **Councillor Hannides** – Cabinet Member for Leisure, Culture and Heritage
- **Councillor Moulton** – Cabinet Member for Resources and Workforce Planning
- **Officer** [see plan for name]

**MAY - AUGUST 2010**

<b>Report</b>	<b>Decision Expected</b>	<b>Portfolio</b>
Approval of First Year Review of the Children and Young People's Plan 2009-2012	7 June 2010	Children's Services and Learning Portfolio
Primary Review Phase 2: Pre-Statutory Consultation	7 June 2010	Children's Services and Learning Portfolio
Response to the Scrutiny Inquiry into District Centres	7 June 2010	Economic Development Portfolio
Approval of the Food and Health and Safety Service Plan 2010/12	7 June 2010	Environment and Transport Portfolio
To Approve The Introduction Of New Governance Arrangements For The Council's Registration Services	7 June 2010	Environment and Transport Portfolio
Housing Strategy - Housing for People with Learning Disabilities (2010-2015)	5 July 2010	Housing and Local Services Portfolio
Housing Revenue Account (HRA) Capital Programme Project Approval - Decent Neighbourhoods 2010/11	7 June 2010	Housing and Local Services Portfolio
Grants to Voluntary Organisations 2010/11	21 June 2010	Housing and Local Services Portfolio
Service Concession to manage and operate St Mary's Leisure Centre	18 June 2010	Leisure, Culture and Heritage Portfolio
Partnership Arrangements for Southampton Municipal Golf Course	11 May 2010	Leisure, Culture and Heritage Portfolio
Revenue and Changes to existing Revenue and Capital Budgets	7 June 2010	Resources and Workforce Planning Portfolio
Response to the "Buy Out" Offer for Reform of Council Housing Finance	21 June 2010	Resources and Workforce Planning Portfolio

# **ADULT SOCIAL CARE AND HEALTH PORTFOLIO**

**THERE ARE NO ITEMS FOR  
CONSIDERATION IN THIS PERIOD**

# **CHILDREN'S SERVICES AND LEARNING PORTFOLIO**



Title	Approval of First Year Review of the Children and Young People's Plan 2009-2012
Details	<p>To consider the report of the Cabinet Member for Children's Services and Learning seeking approval of the first review of the Children and Young People's Plan 2009-2012. The Children Act 2004 requires every local authority to produce a Children and Young People's Plan (CYPP) and to publish a review of the plan on an annual basis. The Southampton CYPP 2009-12 is the city's overarching, strategic plan for all services for children and young people in Southampton. This Review evaluates the work of the Children and Young People's Trust in implementing the first year of the CYPP 2009-12 in terms the effectiveness of its delivery in helping children and young people to be healthy, stay safe, enjoy and achieve, make a positive contribution and achieve economic wellbeing.</p> <p>The ten priorities areas identified in the CYPP 2009-2012 are still relevant; however there are specific areas of focus within those priorities that have been identified from performance and inspection information that inform the updated action plan within the Review for 2010-2011.</p>
Decision Maker	Cabinet
Decision Expected	7 June 2010
Date Added to the Plan	1 April 2010
Main Consultees	Members of the Southampton Children and Young People's Trust and its sub-groups, including: schools, colleges, statutory partners, and voluntary sector partners.
Consultation Method	Meetings and responses to written drafts.
Head of Service	Sue Allan Head of Commissioning, Performance and Planning
Author	Sam Ray Commissioning and Planning Officer sam.ray@southampton.gov.uk

Background Material Available	Children and Young People's Plan 2009-12 Review of Children and Young People's Plan 2010-11
Public Comments may be sent to	Sam Ray Service Manager Planning Children's Services and Learning Frobisher House Southampton Email: <a href="mailto:sam.ray@southampton.gov.uk">sam.ray@southampton.gov.uk</a>
Slippage/Variations/Reason for Withdrawal	None Identified
Updates	



Title Primary Review Phase 2: Pre-Statutory Consultation

Details To consider the report of the Head of Infrastructure and Capital Projects seeking approval for pre-statutory consultation on proposals relating to the future provision of primary school places throughout the city from September 2011. The birth rate in Southampton has been rising for the past few years resulting in a significant and unprecedented increase in demand for places in the city's primary schools. Consideration is being given to increasing capacity in schools through a number of options including, where possible, reclaiming classrooms that are currently being used for other purposes. A future report on the outcome of the pre-statutory consultation will be submitted to Cabinet for decision, including any statutory proposals for changes to school organisation in the City.

Decision Maker Cabinet Member for Children's Services and Learning

Decision Expected 7 June 2010

Date Added to the Plan 1 April 2010

Main Consultees General Public, Parents, Headteacher's and Governors.

Consultation Method Meetings with relevant parties.

Head of Service Andrew Hind  
Head of Infrastructure and Capital Projects

Author Kevin Verdon  
School Organisation Manager  
kevin.verdon@southampton.gov.uk

Background Material Available Consultative Proposals for Reorganisation of Primary School Places in Central and Freemantle Areas of Southampton - Cabinet Report 3rd February 2009

Statutory Consultative Proposals - Reorganisation of Primary School Places in Central and Freemantle -

Cabinet Report 27th April 2009

Determining the Proposals - Reorganisation of  
Primary School Places in Central and Freemantle -  
Cabinet Report 7th July 2009

Determination of Admission Arrangements  
2011/2012 Academic Year - Cabinet Report 15th  
March 2010

Public Comments may be sent  
to

Kevin Verdon  
School Organisation Manager  
Children's Services and Learning  
Frobisher House  
Southampton  
Email: [kevin.verdon@southampton.gov.uk](mailto:kevin.verdon@southampton.gov.uk)

Slippage/Variations/Reason  
for Withdrawal

None identified

Updates

# **ECONOMIC DEVELOPMENT PORTFOLIO**



Title	Response to the Scrutiny Inquiry into District Centres
Details	To consider a report of the Cabinet Member for Economic Development in association with the Cabinet Member for Environment and Transport requesting approval for a proposed response to the 19 recommendations contained within the Economic and Wellbeing Scrutiny Panel's report on District Centres.
Decision Maker	Cabinet
Decision Expected	7 June 2010
Date Added to the Plan	
Main Consultees	Relevant Cabinet Members and officers
Consultation Method	Circulation of the scrutiny reports recommendations to Cabinet Members and key officers
Head of Service	Dawn Baxendale Assistant Chief Executive Economic Development & Regeneration
Author	Suki Sitaram Head of Policy and Improvement suki.sitaram@southampton.gov.uk Tel: 023 8083 2060
Background Material Available	Economic and Wellbeing Scrutiny Panel Inquiry into District Centres
Public Comments may be sent to	Dawn Baxendale Assistant Chief Executive (Economic Development and Regeneration) Floor 3 Marlands House Southampton Email: dawn.baxendale@southampton.gov.uk Tel: 023 8083 7713
Slippage/Variations/Reason for Withdrawal	None
Updates	None



# **ENVIRONMENT AND TRANSPORT PORTFOLIO**





Title	Approval of the Food and Health and Safety Service Plan 2010/12
Details	To consider the report of the Cabinet Member for Environment and Transport, seeking approval for the Food and Health and Safety Service Plan 2010/12 detailing how the Trading Standards and Environmental Health Services will meet the statutory minimum level of service laid down by the Food Standards Agency and Health and Safety Executive. The Plan provides information on enforcement services, outlines how performance targets will be met together with how any deviation from the required minimum statutory level of service will be addressed.
Decision Maker	Cabinet
Decision Expected	7 June 2010
Date Added to the Plan	
Main Consultees	Circulation of Food Service Plan by email and at Liaison Meetings.
Consultation Method	The City Council's Legal and Finance Departments, the Health and Wellbeing Partnership and the Health Protection Agency.
Head of Service	Executive Director of Environment
Author	Mitch Sanders mitch.sanders@southampton.gov.uk
Background Material Available	None.
Public Comments may be sent to	Mitch Sanders Trading Standards and Environmental Health (Food and Port Health) Manager. mitch.sanders@southampton.gov.uk 023 8083 4920
Slippage/Variations/Reason for Withdrawal	None identified.
Updates	None to date

Title	To Approve The Introduction Of New Governance Arrangements For The Council's Registration Services
Details	To consider a report of the Executive Director Environment seeking approval for the introduction of new governance arrangements for the delivery of the Council's Registration Services with a view to achieving more freedom and flexibility in delivery of the service and creating the opportunity to offer a service that fits local requirements. The new governance arrangements will facilitate the more efficient use of resources and local arrangements to be put in place to strengthen management and accountability.
Decision Maker	Cabinet
Decision Expected	7 June 2010
Date Added to the Plan	
Main Consultees	General Register Office, Staff, Stakeholders, Legal and Financial Services
Consultation Method	Survey and meetings.
Head of Service	Executive Director of Environment
Author	Francine Lawrence francine.matthews@southampton.gov.uk
Background Material Available	The Registrar General's Guide to Governance Arrangements for the Delivery of the Local Registration Service  The Registrar General's Guidance on New Governance Scheme Applications – Supplementary Information to 'A Guide for Council's on the Delivery of Local Registration Services'  Statutory and non-statutory standards – Good

## Practice Guide for Registration Services

Code of Practice for Local Registration Authorities in  
England and Wales

The role and responsibilities of the Proper Officer

Public Comments may be sent  
to

Liz Marsh, Head of Environmental Health &  
Consumer Protection and Proper Officer for  
Registration Services  
Liz.marsh@southampton.gov.uk telephone 023  
8083 3613

Slippage/Variations/Reason  
for Withdrawal

None identified

Updates

None



# **HOUSING AND LOCAL SERVICES PORTFOLIO**



Title	Housing Strategy - Housing for People with Learning Disabilities (2010-2015)	
Details	<p>Report of the Cabinet Member for Housing and Local Services, in association with the Cabinet Member for Adult Social Care and Health, seeking approval to adopt the revised Housing Strategy – Housing for People with Learning Disabilities.</p> <p>The strategy will replace the previous “Housing and Support Options: A Housing Strategy for Learning Disability” which was written in 2002. The revised strategy requires updating to reflect current and predicted future issues and will provide a local framework for the future provision of housing choices and the direction of housing solutions for people with learning difficulties. An Action Plan will be included to ensure that objectives are carried out, whilst taking funding sources and options into account.</p>	
Decision Maker	Cabinet	
Decision Expected	5 July 2010	
Date Added to the Plan	1 April 2010	
Main Consultees	1	Legal, Finance, Property and Human Resources Officers
	2	Strategy Working Group, which includes representatives from Mencap, Choices Advocacy, Valuing People, Adult Social Care Learning Disabilities Team, NHS Southampton City, Supporting People
	3	Learning Disabilities Partnership Board, which is chaired by Councillor Ivan White and co-chaired by a person with learning disabilities. Other people with learning disabilities and family carers also sit on the Board. A full list of members is available on the “Southampton Learning Disability Partnership Board” website.
Consultation Method	1	Housing Consultation event with people with learning disabilities
	2	Meetings of the Learning Disabilities Partnership Board

- 3 Members of the Strategy Working Group consulting with the organizations they represent and representing them at meetings on the Strategy.
- 4 E-mails

Head of Service

Executive Director of Neighbourhoods

Author

Barbara Compton  
Head of Housing Solutions  
barbara.compton@southampton.gov.uk  
Tel: 023 8083 2155

Background Material Available

Previous Strategy - "Housing and Support Options :  
A Housing Strategy For Learning Disability" (2002)

"What we said about housing" - Report of the  
consultation event with people with learning  
disabilities on 12th August 2009 (including an easy-  
read version)

Public Comments may be sent  
to

Sue Perry  
Policy Officer  
sue.perry@southampton.gov.uk  
023 8083 2083

Slippage/Variations/Reason  
for Withdrawal

Due to a change in circumstances and need for  
additional consultation a decision is now not needed  
at this time.

Updates



Title	Housing Revenue Account (HRA) Capital Programme Project Approval - Decent Neighbourhoods 2010/11
Details	<p>Report of the Cabinet Member for Housing and Local Services, in accordance with Financial Procedure Rules, seeking formal approval for expenditure on Decent Neighbourhoods projects around the city within the approved HRA Capital Programme, commencing 2010/11.</p> <p>All the work will directly or indirectly improve the quality of life for council tenants and the proposed schemes will contribute to the Council's strategic housing objectives through improving the appearance and facilities on our estates and the wellbeing and satisfaction of our tenants in the areas where they live.</p>
Decision Maker	Cabinet
Decision Expected	7 June 2010
Date Added to the Plan	
Main Consultees	Officers from Legal, Finance, Human Resources, Property and Capita Symonds Tenant Groups
Consultation Method	Meetings with interested parties, including Tenant Groups Circulation of draft report for comment to all interested parties, including Tenant Groups
Head of Service	Nick Cross Head of Housing Management
Author	Aidan Cooper  aidan.cooper@southampton.gov.uk Tel: 023 8091
Background Material Available	The Housing Strategy and HRA Business Plan  HRA Capital Programme agreed by Council on 17th February 2010

Public Comments may be sent  
to

Aidan Cooper  
Decent Neighbourhoods Project Manager  
Neighbourhoods  
Lordshill  
023 8091 5108 : e-mail  
aidan.cooper@southampton.gov.uk

Slippage/Variations/Reason  
for Withdrawal

Updates

Title	Grants to Voluntary Organisations 2010/11
Details	<p>Report of the Cabinet Member of Housing and Local Services, requesting approval of the allocation of 2010/11 grants budget to voluntary organisations.</p> <p>A review of grants to voluntary organisations was approved by Cabinet on 16<sup>th</sup> March 2009. A new process and revised grants criteria were approved subject to 12 weeks consultation on 27<sup>th</sup> July 2009. Changes were made as a result of consultation and the new process and revised criteria were approved on 23<sup>rd</sup> November 2009.</p> <p>Applications for grants from the Running Costs Fund and New Projects Fund were received between January and March 2010. This report details those applications and makes recommendations on which organisations will receive the available funding in 2010/11.</p>
Decision Maker	Cabinet
Decision Expected	21 June 2010
Date Added to the Plan	1 April 2010
Main Consultees	<p>Cabinet Members</p> <p>Officers from Southampton City Council's Legal and Finance Department</p> <p>Officers from Southampton City Council's Procurement and Property Services</p> <p>Voluntary Organisations</p>
Consultation Method	Meetings, briefings and e-mails.
Head of Service	Executive Director of Neighbourhoods
Author	<p>Roma Andrews</p> <p>Development Officer Grants and Voluntary Sector</p> <p>roma.andrews@southampton.gov.uk</p> <p>Tel: 023 8083</p>
Background Material Available	None.

Public Comments may be sent  
to

Roma Andrews  
Development Officer (Grants and Voluntary Sector)  
023 8083 3198  
[roma.andrews@southampton.gov.uk](mailto:roma.andrews@southampton.gov.uk)

Slippage/Variations/Reason  
for Withdrawal

Updates

# **LEADER'S PORTFOLIO**

**THERE ARE NO ITEMS FOR  
CONSIDERATION IN THIS PERIOD**

# **LEISURE, CULTURE AND HERITAGE PORTFOLIO**





Title	Service Concession to manage and operate St Mary's Leisure Centre
Details	<p>To consider the report of the Head of Leisure and Culture seeking approval to grant a Service Concession to Southampton Solent University to manage and operate St. Mary's Leisure Centre for a period of up to 3 years.</p> <p>On 15th March 2010, Cabinet delegated authority to the Executive Director of Neighbourhoods', in consultation with the Executive Director of Resources and the Solicitor to Council following consultation with the Cabinet Member for Leisure, Culture and Heritage, to make the decision whether to grant a service concession to Southampton Solent University for the management and operation of St Mary's Leisure Centre as a publicly accessible facility.</p>
Decision Maker	Officer Decision Making
Decision Expected	18 June 2010
Date Added to the Plan	
Main Consultees	Legal, Finance, Property, HR, Users, Staff, Unions, Stakeholders
Consultation Method	E-mails, Meetings, Written Briefings
Head of Service	Mike Harris Head of Leisure & Culture
Author	Jayne Ludden  jayne.ludden@southampton.gov.uk
Background Material Available	St. Mary's Leisure Centre Management Arrangements (Recommendation (i) – Cabinet 15th March 2010
Public Comments may be sent to	Emma Tait Project Officer Civic Centre

Southampton  
SO14 7LY  
Tel: 023 8083 4429  
Email [emma.tait@southampton.gov.uk](mailto:emma.tait@southampton.gov.uk)

Slippage/Variations/Reason  
for Withdrawal

Updates

Title	Partnership Arrangements for Southampton Municipal Golf Course
Details	<p>To consider the report of the Head of Leisure and Culture seeking approval to appoint the preferred bidder for the Golf Course and approve the awarding of a 12 year contract for the preferred bidder to manage and operate the Golf Course on behalf of the Council.</p> <p>A delegation was approved at Cabinet on 15<sup>th</sup> February 2010 Recommendation (ii)) to delegate authority to the Executive Director of Neighbourhoods, in consultation with the Executive Director of Resources and the Solicitor to Council to appoint a preferred partner for the management and operation of the Southampton Municipal Golf Course in accordance with the framework set out in the Confidential Appendix 2 of the report to Cabinet.</p>
Decision Maker	Officer Decision Making
Decision Expected	11 May 2010
Date Added to the Plan	
Main Consultees	Legal, Finance, property, Human Resources, staff, unions, stakeholders and users
Consultation Method	Meetings, written briefings
Head of Service	Mike Harris Head of Leisure & Culture
Author	Jayne Ludden  jayne.ludden@southampton.gov.uk
Background Material Available	Cabinet Report 15 February 2010 - Selection of Partners for Sport and Recreation Partnership
Public Comments may be sent to	Mark Steward Email mark@mac-associates.com Tel; 07796 957146
Slippage/Variations/Reason	None

for Withdrawal

Updates

None

# **RESOURCES AND WORKFORCE PLANNING PORTFOLIO**



Title	Revenue and Changes to existing Revenue and Capital Budgets
Details	To consider the report of the Chief Financial Officer setting out changes to existing Revenue and Capital budgets.  This Item is a standard Item and will remain on the Forward Plan until required.
Decision Maker	Cabinet
Decision Expected	7 June 2010
Date Added to the Plan	1 October 2009
Main Consultees	The City Council's Legal, Finance and Property Services Departments.
Consultation Method	Emails, meetings and telephone calls
Head of Service	Executive Director Of Resources
Author	Rob Carr Head of Finance rob.carr@southampton.gov.uk Tel: 023 8083 2885
Background Material Available	None.
Public Comments may be sent to	Alison Chard, Accountant Directorate of Resources, Southampton City Council, Civic Centre, Southampton. Phone: 023 8083 4897 Email to alison.chard@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Response to the "Buy Out" Offer for Reform of Council Housing Finance
Details	<p>Report of the Head of Finance in association with the Executive Director - Neighbourhoods, seeking approval of the response to the Government's "buy-out" offer for Reform of Council Housing.</p> <p>For some time the Government has been considering the future funding arrangements for council housing at a national level. Formal consultation on possible options took place during 2009 and due to overwhelming support nationally for one option it is understood that the Government will make an offer to Council's in Spring 2010 to be able to buy themselves out of the Housing Subsidy system. The Council's subsidy payment to the Government for 2010/11 is £8.5 million.</p> <p>The timing of this decision is dependent on when the Council is advised on the buy out offer from the Government, and the subsequent timetable for response to this offer. Council delegated this item to the Executive Director for Resources dependant on the consultation response period. However given the allotted time period, Cabinet will be able to respond.</p>
Decision Maker	Officer Decision Making
Decision Expected	21 June 2010
Date Added to the Plan	1 April 2010
Main Consultees	<p>Officers in Legal, Finance, Human Resources and Property Services</p> <p>Cabinet Member for Housing and Local Services</p> <p>Executive Director for Neighbourhoods</p> <p>Solicitor to the Council</p> <p>Council Tenants</p>
Consultation Method	Emails and meetings.
Head of Service	<p>Rob Carr</p> <p>Head of Finance</p>



Author

David Singleton

david.singleton@southampton.gov.uk

Background Material Available

HRA Housing Revenue Account Budget Report approved by Council on 17/2/10 (para 37-41)

Public Comments may be sent to

David Singleton  
Finance Manager - Neighbourhoods  
023 8083 2236  
david.singleton@southampton.gov.uk

Slippage/Variations/Reason for Withdrawal

Decision date amended from 15th April 2010 to 21st June to enable further consultation with all parties in line with the timetable proposed by Government.

Updates



# **SAFEGUARDING CHILDREN AND YOUTH SERVICES PORTFOLIO**

**THERE ARE NO ITEMS FOR  
CONSIDERATION IN THIS PERIOD**