

The Council's Forward Plan

SOUTHAMPTON CITY COUNCIL

Forward Plan

The Forward Plan contains a forecast of Executive Decisions to be taken. Decisions in this plan may be taken by:

- **Council**
- **Cabinet**
- Leader of the Council – Councillor Dr Williams
- Cabinet Member for Adult Services – Councillor Stevens
- Cabinet Member for Children's Services – Councillor Bogle
- Cabinet Member for Communities – Councillor Rayment
- Cabinet Member for Efficiency and Improvement – Councillor Noon
- Cabinet Member for Environment and Transport - Councillor Thorpe
- Cabinet Member for Housing and Leisure Services – Councillor Payne
- Cabinet Member for Resources – Councillor Letts
- **Officer Key Decisions**

This Plan constitutes 28 day notice as required by virtue of Regulations 5(2) and 9(2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Items marked * on the Plan may in whole or part be held in private for one or more of the reasons set out in Paragraph 10.4 of the Council's Access to Information Rules.

CATEGORY		CONDITION
1.	Information relating to any individual.	This means any individual person and relates back to the Data Protection Act 1998 (DPA).
2.	Information which is likely to reveal the identity of an individual.	This again relates back to DPA.
3.	Information relating to the financial or business affairs of any particular person (including the Authority holding that information).	Includes information relating to the Authority's own financial or business affairs. It does not include information which is required to be registered under the Companies Act 1985, the Friendly Society Acts 1974 and 1992, the Industrial and Provident Societies Acts 1965-1978, the Building Societies Act 1986 or the Charities Act 1993 as such information will be in the public domain in any event. The "financial affairs or business affairs" include past, present and contemplated activities.
4.	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Authority or a Minister of the Crown and employees of, or office holders under, the Authority.	"Employee" means a person employed under a contract of service with the Council and would not therefore include a consultant or a temporary member of staff employed through an agency or a company. Information about such a person, however, may well be covered under the exemptions in paragraphs 1, 2 and 3 but it will depend on the individual matter.
		"Labour relations matter" means matters which may be the subject of a trade dispute within the meaning of Section 218(1) of the Trade Union and Labour Relations (Consolidation) Act 1992 or any dispute about such a trade dispute. This is therefore fairly narrow and does not appear to include normal staff negotiations which are not part of a dispute.

CATEGORY		CONDITION
5.	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	
6.	Information which reveals that the Authority proposes – (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person, or (b) to make an order or direction under any enactment.	
7.	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime	
7(A)	Information which is subject to any obligation of confidentiality	
7(B)	Information which relates in any way to matters concerning national security	
7(C)	The deliberations of a Standards Committee or of a sub committee of the Standards Committee established under the provisions of Part 3 of the Local Government Act 2000 in reaching any finding on a matter referred under the provisions of Section 60(2) or (3), 64(2), 70(4) or (5) or 71(2) of that Act	

Report	Decision Expected	Portfolio
Externalisation of Provision - Sensory Service	29 January 2013	Adult Services Portfolio
Revisions to the Adult Social Care Non-Residential Services Policy	29 January 2013	Adult Services Portfolio
Early Years Provision Improvement Strategy	29 January 2013	Children's Services Portfolio
Primary School Development	29 January 2013	Children's Services Portfolio
Proposals to Expand Three Primary Schools in the City	19 February 2013	Children's Services Portfolio
Admission Arrangements for Community and Voluntary Controlled Schools for Academic Year 2014/15	19 March 2013	Children's Services Portfolio
Pooled Budgets for Strategic Investment in Communities	29 January 2013	Communities Portfolio
Transfer of Public Health Functions to Southampton City Council	19 February 2013	Communities Portfolio
Southampton Joint Health and Wellbeing Strategy 2012-15	16 April 2013	Communities Portfolio
Price Review for Leisure, Culture and Heritage Portfolio	21 February 2013	Officer Key Decision
Grants to Voluntary Organisations 2013/14 to 2015/16	19 February 2013	Communities Portfolio
Southampton City Council Plan 2012-2016	16 April 2013	Efficiency and Improvement Portfolio
The City of Southampton (Itchen Bridge Tolls) Order 2012	29 January 2013	Environment and Transport Portfolio
Concessionary Fares Scheme 2013/14	19 February 2013	Environment and Transport Portfolio
Creation of a Local Transport Body	19 February 2013	Environment and Transport Portfolio
Environment and Transport Capital Programme 2013/15 - Approval to spend	19 March 2013	Environment and Transport Portfolio
*The Sustainable Distribution Centre	19 March 2013	Environment and Transport Portfolio
Play Site Development	29 January 2013	Housing and Leisure Services Portfolio
Housing Revenue Account Budget Report and Business Plan	5 February 2013	Housing and Leisure Services Portfolio
Licensing Scheme for Houses in Multiple Occupation - consultation results and final approval	19 February 2013	Housing and Leisure Services Portfolio

Mobility Scooter Storage Policy	19 February 2013	Housing and Leisure Services Portfolio
Low Carbon City Strategy Annual Progress Report	29 January 2013	Economic Development Directorate
Progressing the New Arts Complex Project	29 January 2013	Leader's Portfolio
*QE2 Mile - Bargate public realm	19 February 2013	Leader's Portfolio
City Centre Forum	19 February 2013	Leader's Portfolio
* Estate Regeneration - Weston Lane Shopping Parade Redevelopment	19 February 2013	Leader's Portfolio
Discounts and exemptions for second homes and empty properties	15 January 2013	Resources Portfolio
Council Tax Discounts For Persons Over The Age Of 65 And Special Constables	15 January 2013	Resources Portfolio
*Acquisition of Land- Pan Handle Car Park, Eastern Dock	29 January 2013	Resources Portfolio
Changes to existing Revenue and Capital Budgets	19 February 2013	Resources Portfolio
*Proposed Disposal of Marland House	29 January 2013	Resources Portfolio
The General Fund Capital Programme 2012/13 to 2015/16	5 February 2013	Resources Portfolio
General Fund Revenue Budget 2013/14 to 2015/16	5 February 2013	Resources Portfolio
Scouts Premises - Freehold Sales To Scout Groups	19 February 2013	Resources Portfolio
*Disposal of 70-72 Porchester Road	16 January 2013	Corporate Services Directorate
*Southbrook Rise Offices - Dilapidations Settlement	6 February 2013	Corporate Services Directorate

ADULT SERVICES PORTFOLIO

Title	Externalisation of Provision - Sensory Service
Details	<p>To consider the report of the Cabinet Member for Adult Services seeking to outsource the delivery part of the sensory provision to an external agency.</p> <p>The Sensory Service (hard of hearing and visual impairment) currently provided by the Sensory Team has been reviewed to improve the delivery and maximise the resources available. Following this review options were considered and a decision made to recommend the option to outsource the delivery part of sensory provision to an external agency, while retaining the statutory assessment element in-house.</p>
Decision Maker	Cabinet
Decision Expected	29 January 2013
Date Added to the Plan	13 December 2012
Main Consultees	Staff members, Service Users and Carers
Consultation Method	Consultation, events, briefings, letters and emails.
Head of Service	Executive Director Health and Adult Social Care
Author	Waters, Matthew
Background Material Available	None
Public Comments may be sent to	Matthew Waters- Commissioner for Supporting People and Adult Care Services, Tel: 023 8083 4849, Email: matthew.walters@southampton.gov.uk

Title	Revisions to the Adult Social Care Non-Residential Services Policy
Details	<p>To consider the report of the Cabinet Member for Adult Services, seeking to revise the Adult Social Care Non-Residential Services Policy.</p> <p>The current policy regarding contributions made by individuals for Adult Social Care non-residential services requires updating to enable changes to reflect the greater use of personal budgets under the Personalisation policy agenda.</p>
Decision Maker	Cabinet
Decision Expected	29 January 2013
Date Added to the Plan	1 October 2012
Main Consultees	Service User Groups Carer Groups
Consultation Method	Meetings, briefings and e-mails
Head of Service	Executive Director Health and Adult Social Care
Author	Carol Valentine
Background Material Available	None
Public Comments may be sent to	Carol Valentine Senior Manager Personalisation and Safeguarding Tel 023 8083 4856 Email carol.valentine@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	Decision date amended from 18th December 2012 to 29th January 2013 due to the need to extend the consultation timescale until December 2012.

CHILDREN'S SERVICES PORTFOLIO

Title	Early Years Provision Improvement Strategy
Details	To consider the report of the Senior Manager Children and Young People Strategic Commissioning, Education and Inclusion seeking approval of an Early Years Improvement Strategy. The Early Years Improvement strategy sets out how early years providers, in receipt of early years funding, will be supported to increase effectiveness, including the introduction of an agreed set of minimum standards.
Decision Maker	Cabinet Member for Children's Services
Decision Expected	29 January 2013
Date Added to the Plan	13 December 2012
Main Consultees	Early Years and Childcare Partnership and Early Years Providers.
Consultation Method	Meetings, Consultation documents emailed to each setting.
Head of Service	Executive Director Children's Services and Learning
Author	Alison Alexander
Background Material Available	None
Public Comments may be sent to	Sue Thompson Commissioning Lead Early Years and Sure Start susan.thompson@southampton.gov.uk 023 8083 4049

Title	Primary School Development
Details	To consider the report of the Senior Manager Children and Young People Strategic Commissioning, Education and Inclusion seeking permission to commence six weeks of pre-statutory consultation on proposals to close three schools out of the following six – Bitterne Park Infant & Junior, Tanners Brook Infant & Junior and Oakwood Infant & Junior and create three all through primary schools. The three schools remaining will change their age range to accommodate primary school pupils aged 4-11.
Decision Maker	Cabinet Member for Children's Services
Decision Expected	29 January 2013
Date Added to the Plan	13 December 2012
Main Consultees	Staff, Governors, Pupils, Parents, Pre School aged children associated with all schools, Local Ward Councillors and all Southampton Headteachers.
Consultation Method	Consultation document and response form distributed to Stakeholders. Drop in style consultation meetings to be held at all schools.
Head of Service	Executive Director Children's Services and Learning
Author	Alison Alexander
Background Material Available	None
Public Comments may be sent to	James Howells School Organisation & Strategy Manager James.howells@southampton.gov.uk 023 8091 7501

Title	Proposals to Expand Three Primary Schools in the City
Details	To consider the report of the Head of Infrastructure seeking a decision on the implementation or withdrawal of proposals to expand Bassett Green Primary, Bevois Town Primary and St Johns Primary and Nursery. This follows four weeks of pre-statutory consultation and four weeks of statutory consultation. Consultation meetings were held and statutory notices were published in the Daily Echo and at all the schools included in the proposals.
Decision Maker	Cabinet Member for Children's Services
Decision Expected	19 February 2013
Date Added to the Plan	9 January 2013
Main Consultees	Nursery/pre-school/primary parents and children, all Southampton schools, Hampshire County Council, Portsmouth City Council, local Councilors, local MP's, Church of England and Catholic Diocese and Trade Unions.
Consultation Method	Statutory Notices were published at all the schools included in the proposals and the Daily Echo.
Head of Service	Executive Director Children's Services and Learning
Author	Karl Limbert Building Schools for the Future Project Director karl.limbert@southampton.gov.uk Tel: 023 8091 7596
Background Material Available	None
Public Comments may be sent to	James Howells School Organisation and Strategy Manager Infrastructure, Children's Services 4th Floor, One Guildhall Square Southampton. SO14 7LY Email: james.howells@southampton.gov.uk

Title	Admission Arrangements for Community and Voluntary Controlled Schools for Academic Year 2014/15
Details	<p>To consider the report of the Cabinet Member for Children's Services seeking determination of Admission Arrangements for 2014/15. The Local Authority is the admission authority for community and voluntary controlled schools in the City. It needs to determine its admission arrangements each year, regardless of whether changes are made to the existing arrangements.</p> <p>The Local Authority is considering making changes to the arrangements for transfer from infant schools to junior schools to enable transfer from an infant school to the linked junior school without the need for the parent to make an application.</p>
Decision Maker	Cabinet
Decision Expected	19 March 2013
Date Added to the Plan	13 December 2012
Main Consultees	SCC Admissions Forum, other admission authorities in the city, HCC, schools in the city, the C of E and RC dioceses, and parents.
Consultation Method	Discussion at Admission Forum, by email with other Admission Authorities and Hampshire County Council, by advert to the public
Head of Service	Executive Director Children's Services and Learning
Author	Alison Alexander
Background Material Available	None
Public Comments may be sent to	Ross Williams, Children's Services, Admissions Team (OGS), Civic Centre, SO14 7LY ross.williams@southampton.gov.uk

COMMUNITIES PORTFOLIO

Title	Pooled Budgets for Strategic Investment in Communities
Details	To consider the report of the Cabinet Member for Communities outlining a proposal to pool multi-agency budgets to support learning, skills and employment of Southampton residents, and seeking authority for Southampton City Council to be Lead Accountable Body for the administration and allocation of the funds.
Decision Maker	Cabinet
Decision Expected	29 January 2013
Date Added to the Plan	13 December 2012
Main Consultees	Funding agencies
Consultation Method	Meetings/reports
Head of Service	Director, Environment and Economy
Author	Denise Edghill Acting Service Manager denise.edghill@southampton.gov.uk
Background Material Available	None
Public Comments may be sent to	Denise Edghill Senior Manager, Skills, Regeneration and Partnerships denise.edghill@southampton.gov.uk 02380834095

Title	Transfer of Public Health Functions to Southampton City Council
Details	To consider the report of the Cabinet Member for Communities outlining the operational arrangements for the transfer of the Public Health function, including the approval of the relevant delegations and associated matters.
Decision Maker	Cabinet
Decision Expected	19 February 2013
Date Added to the Plan	9 January 2013
Main Consultees	Relevant Cabinet Members and officers in key departments.
Consultation Method	Emails and Briefings
Head of Service	Andrew Mortimore Public Health Director
Author	Martin Day Directorate Strategic Business Manager martin.day@southampton.gov.uk Tel: 023 8091 7831
Background Material Available	None
Public Comments may be sent to	Martin Day, Health Partnerships & Strategic Business Manager, Tel 023 8091 7831, Email martin.day@southampton.gov.uk

Title	Southampton Joint Health and Wellbeing Strategy 2012-15
Details	To consider the report of the Director of Public Health seeking approval of the Southampton Joint Health and Wellbeing Strategy 2012-15. The Health and Social Care Act requires Local Authorities and Clinical Commissioning Groups to produce a Joint Health and Wellbeing Strategy and for the Local Authority to publish the Strategy. A draft strategy was developed by the Shadow Health and Wellbeing Board which was subject to wide ranging engagement and consultation. The Shadow Health and Wellbeing Board will produce a final draft for the consideration of Southampton City Clinical Commissioning Group and the Council.
Decision Maker	Cabinet Member for Communities
Decision Expected	16 April 2013
Date Added to the Plan	7 November 2012
Main Consultees	Council and NHS Bodies, Voluntary Sector Organisations, Key Partners and Partnerships and the general public.
Consultation Method	Meetings and mail outs
Head of Service	Director Of Public Health
Author	Martin Day
Background Material Available	None
Public Comments may be sent to	Martin Day Health Partnerships Manager Email:martin.day@southampton.gov.uk Tel:023 8091 7831

**ECONOMY AND ENVIRONMENT
DIRECTORATE**

Title	Price Review for Leisure, Culture and Heritage Portfolio
Details	To approve the 2013-14 price structure for Leisure, Culture and Heritage to take effect from 1 st April 2013.
Decision Maker	Director, Environment and Economy
Decision Expected	21 February 2013
Date Added to the Plan	13 December 2012
Main Consultees	Relevant Cabinet Member and officers within Legal, Finance, Corporate Services and Capita Property Services
Consultation Method	Circulation of draft report via emails
Head of Service	Director, Environment and Economy
Author	Mike Harris Head of Leisure & Culture mike.d.harris@southampton.gov.uk Tel: 023 8083 2882
Background Material Available	None
Public Comments may be sent to	Mike Harris , Head of Leisure and Culture, Email mike.d.harris@southampton.gov.uk Tel: 023 8083 2882

EFFICIENCY AND IMPROVEMENT

Title	Grants to Voluntary Organisations 2013/14 to 2015/16
Details	<p>To consider the report of the Cabinet Member for Efficiency and Improvement on recommendations for the allocation of the grants to voluntary organisations budget (subject to Budget setting).</p> <p>Voluntary and community organisations were invited to submit applications between 31 August and 26 October 2012 for grants that meet the Council's outcomes and criteria. The decision is being brought forward to January (from March in previous years) to give voluntary organisations more notice of the decision in advance of the next financial year.</p>
Decision Maker	Cabinet
Decision Expected	19 February 2013
Date Added to the Plan	1 November 2012
Main Consultees	City Council's Grant Appraisers, Democratic, Legal and Finance Service Departments and relevant Cabinet Members.
Consultation Method	Meetings, briefings and e-mails.
Head of Service	Director, Environment and Economy
Author	Joanne Hughes
Background Material Available	None
Public Comments may be sent to	Joanne Hughes Project Officer, Civic Centre, Southampton SO14 7YL
Slippage/Variations/Reason for Withdrawal	Decision on grant awards for voluntary organisations moved from 29 January to 19 February. The council is trialling a new grants process and officers have requested more time to consider the applications before making recommendations. Consequently, the Cabinet decision has been moved to 19 February to ensure applicants have time to consider their recommendation and provide feedback before the decision.

Title	Southampton City Council Plan 2012-2016
Details	<p>To consider the report of the Cabinet Member for Efficiency and Improvement seeking approval of Southampton City Council's Plan for 2012-2016. With the overarching vision of 'Working for a sustainable Southampton –socially, economically and environmentally' the Plan sets out :</p> <ul style="list-style-type: none"> • Our strategic direction • The opportunities and challenges we face • Our priorities and what we will do to achieve our ambitions • How we will measure success • How the council is organised <p>Following Cabinet in October it is recommended that the Council Plan is submitted to Council in November for approval.</p>
Decision Maker	Cabinet
Decision Expected	16 April 2013
Date Added to the Plan	1 September 2012
Main Consultees	Cabinet Members, Management Board of Directors, Overview and Scrutiny Management Committee
Consultation Method	Briefings, meetings, telephone calls and e-mails
Head of Service	Chief Executive
Author	Suki Sitaram
Background Material Available	None listed
Public Comments may be sent to	Suki Sitaram, Senior Manager - Customer and Business Improvement , E-mail: suki.sitaram@southampton.gov.uk . By 14th September 2012
Slippage/Variations/Reason for Withdrawal	The Council Plan 2012-2016 has been slipped on the Forward Plan to April 2013. Until the budget process and settlement from central government is provided we are not in a formal position to determine how the Council's priorities will be delivered over the period to 2016. This will be aligned to budget process and published in March 2013.

ENVIRONMENT AND TRANSPORT PORTFOLIO

Title	The City of Southampton (Itchen Bridge Tolls) Order 2012
Details	To consider the report of Senior Manager, Regulatory Services relating to unresolved objections to The City of Southampton (Itchen Bridge Tolls) Order 2012. The Order relates to the new scheme allowing automation of the bridge tolls and the use of the Southampton Smartcard to pay for the tolls. The Order and some of the definitions have been altered.
Decision Maker	Cabinet
Decision Expected	29 January 2013
Date Added to the Plan	13 December 2012
Main Consultees	Relevant Cabinet Members and officers in key Council departments.
Consultation Method	Council departments through circulation of the report and the general public through advertisement of the proposed Order by public notices.
Head of Service	Mitch Sanders
Author	Adrian Richardson
Background Material Available	None
Public Comments may be sent to	Adrian Richardson - Manager, Commissioning and Infrastructure, Email: adrian.richardson@southampton.gov.uk Tel: 023 8083 3528

Title	Concessionary Fares Scheme 2013/14
Details	To consider the report of the Senior Manager Planning, Transport and Sustainability seeking approval to the local elements to the Council's concessionary travel scheme 2013 and the reimbursement rate to bus operators that are proposed to apply from 1st April 2013.
Decision Maker	Cabinet Member for Environment and Transport
Decision Expected	19 February 2013
Date Added to the Plan	13 December 2012
Main Consultees	Bus Companies
Consultation Method	Email
Head of Service	Director, Environment and Economy
Author	Paul Nichols Senior Manager, Planning Sustainability and Transport paul.nichols@southampton.gov.uk Tel: 023 8083 2553
Background Material Available	None
Public Comments may be sent to	Simon Bell, Public Transport and Operations Manager, simon.bell@southampton.gov.uk 023 8083 3814

Title	Creation of a Local Transport Body
Details	<p>To consider the report of the Cabinet Member for Environment and Transport seeking agreement to the creation of a Local Transport Body, including its membership that will be in accordance with the Government's assurance framework.</p> <p>The Government have set out proposals to devolve major scheme transport funding to a local level. This requires local areas to set up a Local Transport Body (LTB). The LTB role is to allocate funding of around £7m per annum to the best performing transport projects in the South Hampshire area.</p>
Decision Maker	Cabinet
Decision Expected	19 February 2013
Date Added to the Plan	7 November 2012
Main Consultees	Cabinet Member for Environment and Transport, MBOD, Democratic, Legal and Finance Service Departments.
Consultation Method	Briefing meetings, presentations and discussion
Head of Service	Paul Nichols Senior Manager, Planning Sustainability and Transport
Author	Frank Baxter frank.baxter@southampton.gov.uk
Background Material Available	None
Public Comments may be sent to	Frank Baxter Travel and Transport Manager Email: Frank.baxter@southampton.gov.uk Tel: 023 8083 2079
Slippage/Variations/Reason for Withdrawal	The Department for Transport (DfT) has revised the timetable for the submission of Local Transport Body Assurance Frameworks from the end of December 2012 to the end of February 2013. This report will now therefore be considered by Cabinet on the 19 February in line with this revised timetable.

Title	Environment and Transport Capital Programme 2013/15 - Approval to spend
Details	To consider the report of the Cabinet Member for Environment and Transport seeking approval to spend and provide details of the Environment and Transport Capital Programme in 2013/14.
Decision Maker	Cabinet
Decision Expected	19 March 2013
Date Added to the Plan	13 December 2012
Main Consultees	Policy, Democratic Services, Legal, Finance, HR and Property Service departments and the Cabinet Member for Environment and Transport.
Consultation Method	Meetings and circulation of draft report to relevant consultees.
Head of Service	Director, Environment and Economy
Author	John Harvey john.harvey@southampton.gov.uk Tel: 023 8083 3927
Background Material Available	None
Public Comments may be sent to	John Harvey Highways Manager Email: john.harvey@southampton.gov.uk Tel: 023 8083 3927 by 13 February 2013

Title	*The Sustainable Distribution Centre
Details	<p>To consider the report of the Cabinet Member for Environment and Transport seeking agreement to procure a service provider of a Sustainable Distribution Centre (SDC) for the City of Southampton and its surrounding districts. The SDC will offer a mixture of short term and long term storage and seek to reduce the number of part load deliveries into and around the City, thus seeking to reduce the number of Heavy Goods Vehicles (HGVs) using the road network. This project will be funded through the Local Sustainable Transport Fund for a finite period with no ongoing commitment requirement from Southampton City Council.</p> <p>NOTE: Elements of this report may be considered exempt from public distribution.</p>
Decision Maker	Cabinet
Decision Expected	19 March 2013
Date Added to the Plan	13 December 2012
Main Consultees	Cabinet Member for Environment and Transport, MBOD, Legal Services, Finance, Property and Procurement
Consultation Method	Formal and Informal briefings, presentations and discussions.
Head of Service	Paul Nichols Senior Manager, Planning Sustainability and Transport
Author	Simon Fry
Background Material Available	None
Public Comments may be sent to	Simon Fry Email: Simon.fry@southampton.gov.uk Telephone: 023 8083 2128
Slippage/Variations/Reason for Withdrawal	Additional time required to investigate the business case of the Council using the Sustainable Distribution Centre Services.

**HOUSING AND LEISURE SERVICES
PORTFOLIO**

Title	Play Site Development
Details	To consider the report of the Cabinet Member for Housing and Leisure seeking approval to spend Section 106 funding on the development of play sites across the City. During 2013 the City Council intends to refurbish and develop Play sites across the City. The programme of work covers a number of sites including:- the Common, Bugle Street and Golden Grove, Bentley Green play area, Lawn Road and Newtown Ivy Dene play area, Freemantle and Butts Road, Sullivan Road and Inkerman Road. The programme of work is funded through Section 106 funding.
Decision Maker	Cabinet
Decision Expected	29 January 2013
Date Added to the Plan	13 December 2012
Main Consultees	Members of the public and schools in areas close to play sites. Circulation of draft report by email for comment to relevant officers in:- Legal, Finance, Property and relevant Cabinet Members – Housing and Leisure and Children’s Services
Consultation Method	A range of methods including: physical leaflet drop, public meeting, three contractors, second public consultations; circulation of draft report for comment by email to relevant Members and officers.
Head of Service	Executive Director Children's Services and Learning
Author	Alison Alexander alison.alexander@southampton.gov.uk Tel: 023 8083 4023
Background Material Available	None
Public Comments may be sent to	Alison Alexander, 023 8083 4023 alison.alexander@southampton.gov.uk

Title	Housing Revenue Account Budget Report and Business Plan
Details	<p>To consider the report of the Cabinet Member for Housing and Leisure Services seeking approval for the Housing Revenue Account budget proposals and long term business plan to be recommended to the budget setting Council meeting on 13 February 2013 including:</p> <ul style="list-style-type: none"> - the proposed 2013/14 Housing Revenue Account (HRA) estimates for all of the day to day services provided to Council tenants in the city, together with proposed rent, service and other charges levels for 2013/14, - the HRA capital programme for the period to 2017/18, which updates the programme approved by Council on 12 September 2012; and - the 30 year long term HRA business plan covering capital and revenue projections under the HRA self-financing system.
Decision Maker	Cabinet
Decision Expected	5 February 2013
Date Added to the Plan	13 December 2012
Main Consultees	Relevant Officers from Legal, Finance, Property and Human Resources; tenants, Trade Unions, Management Board of Directors and relevant Cabinet Members.
Consultation Method	Circulation of draft report seeking comment by E-mails, letters and meetings.
Head of Service	Head of Finance & IT
Author	Alan Denford alan.denford@southampton.gov.uk
Background Material Available	None
Public Comments may be sent to	Alan Denford Finance Manager Alan.denford@southampton.gov.uk 023 8083 3159

Title	Licensing Scheme for Houses in Multiple Occupation - consultation results and final approval
Details	To consider the report of the Cabinet Member for Housing and Leisure seeking final approval for an additional licensing scheme for Houses in Multiple Occupation (HMOs) following results of the public consultation, attached.
Decision Maker	Cabinet
Decision Expected	19 February 2013
Date Added to the Plan	7 November 2012
Main Consultees	Cabinet Members for Housing and Leisure, and Communities; Senior Managers and relevant officers within Legal and Finance; landlords, residents, tenants, Hampshire Fire and Rescue, Hampshire Constabulary, Universities and other stakeholders between 3 September and 26 November 2012.
Consultation Method	Circulation of draft report seeking comment via meetings, emails, questionnaires (online via the Council's website and paper version)
Head of Service	Mitch Sanders
Author	Paul Juan paul.juan@southampton.gov.uk Tel: 02380832530
Background Material Available	None
Public Comments may be sent to	Paul Juan, Regulatory Services Manager (Neighbourhoods), Regulatory Services, SCC, One Guildhall Square, SO14 7FP
Slippage/Variations/Reason for Withdrawal	Date of decision amended from the 29 January to 19 February. The additional time is needed to fully consider the consultation responses received about the proposed HMO licensing scheme, because of their volume and complexity.

Title	Mobility Scooter Storage Policy
Details	To consider the report of the Cabinet Member for Housing and Leisure seeking agreement for the introduction of a new Mobility Scooter storage and usage policy for the City Council's Housing stock to support the safety of residents whilst recognizing their independence.
Decision Maker	Cabinet
Decision Expected	19 February 2013
Date Added to the Plan	9 January 2013
Main Consultees	Supported Housing Tenants Forum, Supported Housing Staff, Joint Tenants and Staff working group, Hampshire Fire and Rescue Service and relevant officers within Housing, Property, Legal and Finance.
Consultation Method	Meetings and circulation of draft report seeking comments via email
Head of Service	Director, Environment and Economy
Author	Nick Cross Head of Housing Management nick.cross@southampton.gov.uk Tel: 023 8083 2241
Background Material Available	None
Public Comments may be sent to	Nick Cross, Senior Manager, Housing Services Nick.cross@southampton.gov.uk Tel: 02380 832241

LEADER OF THE COUNCIL

Title	Low Carbon City Strategy Annual Progress Report
Details	To consider the report of the Leader of the Council outlining the progress being made in delivering the actions in the Low Carbon Strategy's Delivery Plan. This update covers the progress made in the eighteen months since the strategy was adopted. The Low Carbon City Strategy sets out the key priorities for the Council for the 10 year period between 2011/2012 financial year and up to and including the 2020/2021 financial year that will help to deliver job opportunities, raise skill levels, support development, strengthen and build the low carbon economy in the city, respond to the impacts of climate change and mitigate our impact on the environment by reducing the city's carbon emissions.
Decision Maker	Cabinet
Decision Expected	29 January 2013
Date Added to the Plan	13 December 2012
Main Consultees	Planning and Sustainability, Economic Development, Housing, Legal, Finance and Property Services.
Consultation Method	E-mail
Head of Service	Director, Environment and Economy
Author	Neil Tuck
Background Material Available	None
Public Comments may be sent to	Neil Tuck, Senior Sustainable Development Officer Planning and Sustainability Southampton City Council 45 Castle Way, Southampton SO14 2PD neil.tuck@southampton.gov.uk

Title	Progressing the New Arts Complex Project
Details	To consider the report of the Leader of the Council detailing the necessary steps to conclude the organisational arrangements/ required to set up and manage the arts complex.
Decision Maker	Cabinet
Decision Expected	29 January 2013
Date Added to the Plan	13 December 2012
Main Consultees	Relevant Cabinet Members, and key officers in Legal, Finance
Consultation Method	Circulation of draft report seeking comments via email
Head of Service	Mike Harris Head of Leisure & Culture
Author	Mike Harris Head of Leisure & Culture mike.d.harris@southampton.gov.uk Tel: 023 8083 2882
Background Material Available	None
Public Comments may be sent to	Mike Harris - Senior Manager, Leisure & Culture Mike.d.harris@southampton.gov.uk Tel: 023 8083 2882

Title	*QE2 Mile - Bargate public realm
Details	To consider the report of the Leader seeking authority to add unallocated funds from s.106 contributions in accordance with Financial Procedure Rules and to seek authority to approve spend in accordance with Financial Procedure Rules to implement phase one public realm works south of the Bargate. NOTE: Elements of this report may be considered exempt from public distribution.
Decision Maker	Cabinet
Decision Expected	19 February 2013
Date Added to the Plan	7 November 2012
Main Consultees	Relevant Cabinet Members and officers in key Council departments.
Consultation Method	Emails and briefing papers
Head of Service	Tim Levenson Head of City Development and Economy
Author	Mark Evans mark.evans@southampton.gov.uk Tel: 023 8083 3683
Background Material Available	none listed
Public Comments may be sent to	Mark Evans, City Development Manager, Tel: 023 8083 3683 Email: mark.evans@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	Date amended to the 19th February 2013 in order to fully explore the potential design and costs.

Title	City Centre Forum
Details	To consider a report of the Leader of the Council seeking authority to participate and support a City Centre Forum proposed by key business organizations to facilitate City Centre development proposals.
Decision Maker	Cabinet
Decision Expected	19 February 2013
Date Added to the Plan	13 December 2012
Main Consultees	External organisations including Business Solent, Hampshire Chamber of Commerce (Southampton) and Southampton Connect and officers in key Council departments.
Consultation Method	Meetings and e-mails
Head of Service	Tim Levenson Head of City Development and Economy
Author	Tim Levenson Head of City Development and Economy tim.levenson@southampton.gov.uk Tel: 023 8083 2550
Background Material Available	none
Public Comments may be sent to	Tim Levenson - Senior Manager, City Development

Title	* Estate Regeneration - Weston Lane Shopping Parade Redevelopment
Details	<p>To consider a report of the Leader of the Council, which explains the progress made in developing proposals to regenerate Weston Lane shopping parade and recommends approval for proceeding to the next stages required for redeveloping the site.</p> <p>Statement of Confidentiality: Confidential Appendices contain information deemed to be exempt from general publication by virtue of Category 3 of paragraph 10.4 of the Council's Access to Information Procedure Rules. It is not the public interest to disclose this because doing so would prejudice the commercial confidentiality of the bidders and selection process.</p>
Decision Maker	Cabinet
Decision Expected	19 February 2013
Date Added to the Plan	9 January 2013
Main Consultees	Relevant Councillors and Cabinet Member, key Council officers.
Consultation Method	Briefing meetings, emails, SCC website, Project Team meetings.
Head of Service	Director, Environment and Economy
Author	Danielle Friedman Project Manager danielle.friedman@southampton.gov.uk
Background Material Available	None
Public Comments may be sent to	Danielle Friedman-Brown Manager, Estate Regeneration Projects, Skills, Economy and Housing Renewal, Ground Floor, Civic Centre, Southampton SO14 7LR Tel: 023 80917646 Email: Danielle.friedman-brown@southampton.gov.uk

RESOURCES PORTFOLIO

Title	Discounts and exemptions for second homes and empty properties
Details	To consider a report of the Cabinet Member for Resources seeking approval of the policy for discounts for empty homes (to replace the existing Class A and Class C exemptions), long term empty homes and second homes to be implemented from 1 April 2013.
Decision Maker	Cabinet Council
Decision Expected	15 January 2013 16 January 2013
Date Added to the Plan	29 November 2012
Main Consultees	Relevant Cabinet Members, the Management Board of Directors and other key stakeholders.
Consultation Method	E-mails, letters, meetings and telephone conversations
Head of Service	Andy Lowe
Author	Andy Lowe andrew.lowe@southampton.gov.uk
Background Material Available	None
Public Comments may be sent to	Alison Chard, Deputy Head of Finance, Email Alison.Chard@southampton.gov.uk , Tel: 023 8083 4897

Title	Council Tax Discounts For Persons Over The Age Of 65 And Special Constables
Details	To consider the report of the Cabinet Member for Resources updating Council Policy in regard to the Older Persons council tax discount of 10% for households where all occupants are over 65 and the 100% discount for Special Constables where a special constable resides and serves in the City of Southampton, from 1 April 2013.
Decision Maker	Cabinet Council
Decision Expected	15 January 2013 16 January 2013
Date Added to the Plan	29 November 2012
Main Consultees	Relevant Cabinet Members, the Management Board of Directors and other key stakeholders.
Consultation Method	E-mails, letters, meetings and telephone conversations
Head of Service	Andy Lowe
Author	Andy Lowe andrew.lowe@southampton.gov.uk
Background Material Available	None
Public Comments may be sent to	Alison Chard, Deputy Head of Finance, Email: Alison.Chard@southampton.gov.uk Tel: 023 8083 4897

Title	*Acquisition of Land- Pan Handle Car Park, Eastern Dock
Details	<p>To consider a report of the Cabinet member for Resources seeking approval to delegate authority to Senior Manager Property Procurement and Contract Management to approve the final detailed terms of purchase. This report will summarise why it is necessary to acquire land within the Eastern Dock to deliver a new public park and the estimated cost of the acquisition. The report seeks approval to delegate authority to Senior Manager Property Procurement and Contract Management to approve the final detailed terms of purchase. The cost of acquiring the Pan Handle car park will be met through a reduction in the scale and scope of the peripheral works associated with, but not subject to, the schemes delivery rather than a reduction in contingencies. Any increase in costs beyond the allocated contingency will be found from non general funding sources including the Local Transport Plan (LTP) and S106 developer contributions.</p> <p>NOTE: Elements of this report may be considered exempt from public distribution.</p>
Decision Maker	Cabinet
Decision Expected	29 January 2013
Date Added to the Plan	7 November 2012
Main Consultees	The Cabinet Member and officers in the Council departments.
Consultation Method	Briefings and circulation of report.
Head of Service	John Spiers
Author	Ali Mew, Email ali.mew@southampton.gov.uk Tel: 023 8083 3425
Background Material Available	None listed
Public Comments may be sent to	Mrs Ali Mew
Slippage/Variations/Reason for Withdrawal	Date amended from the 18 December 2012 to 29 January 2013.

Title	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	19 February 2013
Date Added to the Plan	1 October 2012
Main Consultees	Relevant officers and Cabinet Members.
Consultation Method	Briefings, emails and meetings between relevant officers and Cabinet Members.
Head of Service	Andy Lowe
Author	Alison Chard Finance Manager Alison.Chard@southampton.gov.uk Tel: 023 8083 4897
Background Material Available	None listed
Public Comments may be sent to	Alison Chard - Deputy Head of Finance Tel: 023 8083 4897, Email: alison.chard@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	This is a standard item that will remain on the Forward Plan until required

Title	*Proposed Disposal of Marland House
Details	To consider the report of the Cabinet Member for Resources in consultation with the Leader of the Council seeking approval to the disposal of Marland House subject to the Council's continued use of the offices for an agreed period. NOTE: Elements of this report may be considered exempt from public distribution.
Decision Maker	Cabinet
Decision Expected	29 January 2013
Date Added to the Plan	13 December 2012
Main Consultees	Relevant Cabinet Members and officers in key Council departments.
Consultation Method	Briefings, emails and telephone conversations.
Head of Service	Tim Levenson Head of City Development and Economy
Author	Gillian Sheeran gillian.sheeran@southampton.gov.uk Tel: 02380 832588
Background Material Available	None
Public Comments may be sent to	Gillian Sheeran - City Development Manager, Tel: 02380 832588, Email: gillian.sheeran@southampton.gov.uk

Title	The General Fund Capital Programme 2012/13 to 2015/16
Details	To consider the report of the Cabinet Member for Resources seeking to set out the latest estimated overall financial position on the General Fund Capital Programme for 2012/13 to 2015/16.
Decision Maker	Cabinet
Decision Expected	5 February 2013
Date Added to the Plan	13 December 2012
Main Consultees	Management Board of Directors and Cabinet Members.
Consultation Method	E-mails, letters, meetings and public consultation.
Head of Service	Andy Lowe
Author	Alison Chard Finance Manager Alison.Chard@southampton.gov.uk Tel: 023 8083 4897
Background Material Available	None
Public Comments may be sent to	Alison Chard, Deputy Head of Finance, Email Alison.Chard@southampton.gov.uk Tel: 023 8083 4897

Title	General Fund Revenue Budget 2013/14 to 2015/16
Details	To consider the report of the Cabinet Member for Resources seeking to set out the latest estimated overall financial position on the General Fund Revenue Budget for 2013/14 to 2015/16 and to outline the main issues that need to be addressed in considering the Cabinet's budget and council tax proposals to Council on 13 February 2013.
Decision Maker	Cabinet
Decision Expected	5 February 2013
Date Added to the Plan	13 December 2012
Main Consultees	Relevant Cabinet Members, the Management Board of Directors, voluntary organisations, partnerships with key City Agencies (e.g. the Police) and other key stakeholders, including staff and the Trade Unions members of the public and business representatives.
Consultation Method	E-mails, letters, meetings and public consultation.
Head of Service	Andy Lowe
Author	Alison Chard Finance Manager Alison.Chard@southampton.gov.uk Tel: 023 8083 4897
Background Material Available	None
Public Comments may be sent to	Alison Chard, Deputy Head of Finance, Email Alison.Chard@southampton.gov.uk Tel: 023 8083 4897

Title	Scouts Premises - Freehold Sales To Scout Groups
Details	To consider the joint report of Cabinet Member for Resources, Cabinet Member for Housing and Leisure Services and Cabinet member for Children's Services seeking approval to the disposal of up to fifteen Scout site freeholds to the tenant scout groups at a nominal £1. This is the preferred alternative to renewing leases.
Decision Maker	Cabinet
Decision Expected	19 February 2013
Date Added to the Plan	13 December 2012
Main Consultees	Relevant Cabinet Members and officers in key Council departments including Senior Manager Street scene and Community Safety and Children's Services
Consultation Method	Meetings, briefings emails and telephone conversations
Head of Service	John Spiers
Author	David Reece david.reece@southampton.gov.uk Tel: 023 8083 2796
Background Material Available	None
Public Comments may be sent to	David Reece - Valuation Group Leader - Email david.reece@capita.co.uk, Tel: 023 8083 2796

**CORPORATE SERVICES
DIRECTORATE**

Title	*Disposal of 70-72 Porchester Road
Details	To consider a report that seeks approval for the terms and conditions of the sale of the freehold interest of the property. NOTE: Elements of this report may be considered exempt from public distribution.
Decision Maker	Officer Decision Making Senior Manager - Property, Procurement and Contract Management
Decision Expected	16 January 2013 16 January 2013
Date Added to the Plan	7 November 2012
Main Consultees	Cabinet Member and officers in relevant Council departments.
Consultation Method	Circulation of report and briefings.
Head of Service	John Spiers
Author	Bronwyn Dunning bron.dunning@capita.co.uk Tel: 023 8083 2385
Background Material Available	None Listed
Public Comments may be sent to	Bronwyn Dunning
Slippage/Variations/Reason for Withdrawal	Date amended from the 18 December 2012 to 16 January 2013.

Title	*Southbrook Rise Offices - Dilapidations Settlement
Details	To consider the report of the Cabinet Member for Resources outlining the proposed settlement of the Council's Landlord's terminal dilapidations claim following the surrender of the Council's lease of Southbrook Rise offices. NOTE: Elements of this report may be considered exempt from public distribution.
Decision Maker	Senior Manager - Property, Procurement and Contract Management
Decision Expected	6 February 2013
Date Added to the Plan	13 December 2012
Main Consultees	Relevant Cabinet Members and officers in Council key departments.
Consultation Method	Briefings and Emails
Head of Service	Andrew Elliott
Author	David Reece david.reece@southampton.gov.uk Tel: 023 8083 2796
Background Material Available	none
Public Comments may be sent to	David Reece - Valuation Group Leader Tel: 023 8083 2796 Email: david.reece@capita.co.uk