

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 Letts
- Cabinet Member for Resources – Councillor Barnes-Andrews
- Cabinet Member for Education and Change – Councillor Jeffery
- Cabinet Member for Children's Safeguarding – Councillor Chaloner
- Cabinet Member for Communities – Councillor Kaur
- Cabinet Member for Economic Development and Leisure Services – Councillor Tucker
- Cabinet Member for Environment and Transport - Councillor Rayment
- Cabinet Member for Health and Adult Social Care – Councillor Shields
- Cabinet Member for Housing and Sustainability – Councillor Payne
- **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
Admission Arrangements for community and voluntary controlled schools for academic year 2014/15	15 April 2014	Education and Change Portfolio
Environment and Transport Capital Programme 2014/15 - Approval to Spend	18 March 2014	Environment and Transport Portfolio
City Services Capital Programme - Approval to Spend	15 April 2014	Environment and Transport Portfolio
Approval for submission of HeadStart Southampton funding application	18 March 2014	Health and Adult Social Care Portfolio
*Past practice in assessing contributions for adult social care non residential care	18 March 2014	Health and Adult Social Care Portfolio
Re-commissioning of School Nursing Service	15 April 2014	Health and Adult Social Care Portfolio
Award of Contract for Adult Carer Support Service	15 April 2014	Health and Adult Social Care Portfolio
Southampton Local Plan for the Better Care Fund	15 July 2014	Health and Adult Social Care Portfolio
Implementation of the Sustainable Drainage System Approving Body	18 March 2014	Housing and Sustainability Portfolio
Proposed Changes to the Housing Allocations Policy	18 March 2014	Housing and Sustainability Portfolio
Sustainability and Affordable Warmth Strategy 2014-2020	15 April 2014	Housing and Sustainability Portfolio
Repairs to the Civic Centre Clock Tower	18 March 2014	Resources Portfolio
Changes to existing Revenue and Capital Budgets	15 April 2014	Resources Portfolio
Bank Tender - Delegated Authority to Award Contract	15 April 2014	Corporate Services Directorate
Heritage Partnership Agreement with English Heritage for works to the Civic Centre	15 April 2014	Resources Portfolio
*Property Auction Sales	15 April 2014	Resources Portfolio

EDUCATION AND CHANGE PORTFOLIO

Title	Admission Arrangements for community and voluntary controlled schools for academic year 2014/15
Details	To consider the report of the Cabinet Member for Education and Change detailing the oversubscription criteria for community and voluntary controlled infant, junior, primary and secondary schools in the City. Also the coordinated schemes and timetables for the preschool to reception, infant or junior and primary to secondary phase transfer. It also details the proposed PANs (Published Admission Numbers) for community and voluntary controlled schools in the city for September 2015 entry.
Decision Maker	Cabinet
Decision Expected	15 April 2014
Date Added to the Plan	5 February 2014
Main Consultees	all school, other admission authorities in the city Hampshire County Council, public, Catholic and C of E dioceses
Consultation Method	by email and by advert in Daily Echo
Head of Service	Head of Education
Author	Ross Williams ross.williams@southampton.gov.uk
Background Material Available	Admission Arrangements for community and voluntary controlled schools for academic year 2014/15
Public Comments may be sent to	Ross Williams ross.williams@southampton.gov.uk

CHILDREN'S SAFEGUARDING PORTFOLIO

**THERE ARE NO ITEMS FOR THIS
PORTFOLIO ON THIS OCCASION**

COMMUNITIES PORTFOLIO

**THERE ARE NO ITEMS FOR THIS
PORTFOLIO ON THIS OCCASION**

ECONOMIC DEVELOPMENT AND LEISURE SERVICES PORTFOLIO

**THERE ARE NO ITEMS FOR THIS
PORTFOLIO ON THIS OCCASION**

ENVIRONMENT AND TRANSPORT PORTFOLIO

Title	Environment and Transport Capital Programme 2014/15 - Approval to Spend
Details	To consider the report of the Cabinet Member for Environment and Transport seeking approval to spend and to provide details of the Environment and Transport capital programme 2014/15.
Decision Maker	Cabinet
Decision Expected	18 March 2014
Date Added to the Plan	5 February 2014
Main Consultees	Policy, Democratic, Legal, Finance, HR and Property Services departments and the Cabinet Member for Environment and Transport
Consultation Method	Meetings and circulation of draft proposals
Head of Service	Director, Place (Environment and Economy)
Author	John Harvey john.harvey@southampton.gov.uk Tel: 023 8083 3927
Background Material Available	Environment and Transport Capital Programme 2014/15 – Approval to Spend
Public Comments may be sent to	John Harvey Email: john.harvey@southampton.gov.uk

Title	City Services Capital Programme - Approval to Spend
Details	To consider the report of the Cabinet Member for Environment and Transport seeking approval of capital programme item - purchase replacement mechanical street sweeping fleet.
Decision Maker	Cabinet
Decision Expected	15 April 2014
Date Added to the Plan	5 March 2014
Main Consultees	Cabinet Member for Environment & Transport Legal Services Financial Services Property Services Democratic Services
Consultation Method	Correspondence by letter or email
Head of Service	Head of City Services
Author	John Horton john.horton@southampton.gov.uk Tel: 02380834281
Background Material Available	City Services Capital Programme - Approval to Spend
Public Comments may be sent to	John Horton, Parks and Street Cleansing Manager, Red Lodge Depot, Vermont Close, SO16 7LT (john.horton@southampton.gov.uk)

**HEALTH AND ADULT SOCIAL CARE
PORTFOLIO**

Title	Approval for submission of HeadStart Southampton funding application
Details	To consider the report of the Cabinet Member for Health and Adult Social care seeking Cabinet approval for the submission of an application by the Council to lead a £0.5m bid for funding under the Big Lottery Fund's HeadStart programme to improve the mental health and resilience of 10-14 year olds in Southampton.
Decision Maker	Cabinet
Decision Expected	18 March 2014
Date Added to the Plan	5 February 2014
Main Consultees	<p>Children and young people (through a range of means)</p> <p>Southampton voluntary sector provider and umbrella organisations;</p> <p>Southampton primary schools;</p> <p>Southampton secondary schools;</p> <p>Southampton FE colleges;</p> <p>NHS England;</p> <p>University of Southampton - Public Health;</p> <p>Southampton Solent University;</p> <p>Southampton FE colleges;</p> <p>Southampton City Clinical Commissioning Group;</p> <p>Solent NHS Trust;</p> <p>Other SCC services: Democratic, Legal and HR Services, Finance and IT, Property, Procurement and Contract Management Services, Education and Inclusion Services, Safeguarding Children Services, Housing Services, Public Health, Integrated Commissioning Unit, Leisure and Culture Services, City Services, Planning, Transport and Sustainability Services, Transformation and Performance;</p> <p>Commissioned service partners</p> <p>Other organisations which have expressed an interest in contributing to the HeadStart Southampton programme.</p>
Consultation Method	If approved the Council will be applying to be the lead agency in a local partnership which will work together to improve the resilience of Southampton 10-14 year olds. In developing a funding proposal we shall be consulting with children and young

people, voluntary and community sector partners, commissioned service providers, commissioning partners in health, Higher Education partners, schools, colleges and others who provide services to 10-14 year olds.

Head of Service

Director Of Public Health

Author

Tim Davis
Projects Manager - Strategic Dev
tim.davis@southampton.gov.uk
Tel: 023 8083 4970

Background Material Available

JHWS Final Draft V7 04 04 13.pdf
HeadStart_Southampton_WorkshopOneReport_final.pdf
HeadStart Southampton stage one application form - final.pdf
Be Well Soton MH Strategy OCT 2012[1].pdf
Approval for submission of HeadStart Southampton funding application

Public Comments may be sent to

Tim Davis, Email: tim.davis@southampton.gov.uk by 28 February 2014.

Title	*Past practice in assessing contributions for adult social care non residential care
Details	<p>To consider the report of Director, People into a review of the implications of past practice in assessing contributions for adult social care non residential care and the proposed actions in response to this.</p> <p>This report is not for publication by virtue of category 5 (legal professional privilege) and category 3 (financial and business affairs of the Authority) of 10.4 of the Council's Access to Information Procedure Rules as contained in the Council's Constitution. It is not in the public interest to disclose this information because the overriding principle in relation to legal professional privilege favours maintaining openness of communication between lawyer and client as a fundamental principle in relation to the administration of justice in the UK. Such communications would only be disclosed in very limited circumstances where a strong argument in favour of release outweighed the primary principle of privilege. The release of such privileged advice would undermine the Council's ability to take timely and appropriate confidential legal advice in the future. The financial information contained in the report is not in the public interest to disclose as it would prejudice the Council's ability to meet its statutory duties in relation to Best Value if the information was released into the public domain .</p>
Decision Maker	Cabinet
Decision Expected	18 March 2014
Date Added to the Plan	5 February 2014
Main Consultees	Finance, Legal and Democratic Services. Cabinet Member for Health and Adult Social Care
Consultation Method	Directorate Management Team, Corporate Management Team, Cabinet Member for Health and Adult Social Care. Legal Services and Finance
Head of Service	Director, People

Author Carol Valentine
Senior Manager Personalisation and Safeguarding
carol.valentine@southampton.gov.uk

Background Material Available Past practice in assessing contributions for adult
social care non residential care

Public Comments may be sent Carol Valentine
to Senior Manager Personalisation and Safeguarding
carol.valentine@southampton.gov.uk

Title	Re-commissioning of School Nursing Service
Details	To consider the report of the Director of Public Health seeking approval of a new service specification against which Southampton School Nursing services will be re-commissioned as a Child Health and Wellbeing Service from January 2015.
Decision Maker	Cabinet Member For Health and Adult Social Care
Decision Expected	15 April 2014
Date Added to the Plan	5 February 2014
Main Consultees	Schools, colleges, other local health service providers, other neighbouring commissioning authorities, Public Health England, parents and the current service provider.
Consultation Method	Discussion and dialogue with schools, other neighbouring commissioning authorities, Public Health England, and the current service provider through meetings and correspondence.
Head of Service	Director Of Public Health
Author	Tim Davis Projects Manager - Strategic Dev tim.davis@southampton.gov.uk Tel: 023 8083 4970
Background Material Available	Decision to change the service specification for the School Nursing Service and go out to tender
Public Comments may be sent to	Tim Davis Email: tim.davis@southampton.gov.uk

Title	Award of Contract for Adult Carer Support Service
Details	To consider the report of the Cabinet Member for Health and Adult Social Care seeking approval for the award of the Adult Carer Support Service to Mencap Southampton as the total value for the life of the contract requires approval.
Decision Maker	Cabinet
Decision Expected	15 April 2014
Date Added to the Plan	5 March 2014
Main Consultees	Relevant Cabinet Members, officers in key departments and stakeholders
Consultation Method	Meetings, events and discussions
Head of Service	Head of Safeguarding Adults
Author	Jerrim, Sandra Senior Commissioning Officer sandra.jerrim@southamptoncityccg.nhs.uk Tel: 023 8024 1326
Background Material Available	Award of Contract for Adult Carer Support Service
Public Comments may be sent to	Kisten Killansder

Title	Southampton Local Plan for the Better Care Fund
Details	To consider the report of the Cabinet Member for Health and Adult Social Care, in association with Cabinet Members for Education and Change , Children's Safeguarding and Housing and Sustainability, seeking approval of the Southampton local plan for the Better Care Fund (formally known as Integration Transformation Fund), which outlines Southampton's out of hospital strategy, ensuring seamless, safe, sustainable care, designed with and around local people and communities.
Decision Maker	CABINET
Decision Expected	15 July 2014
Date Added to the Plan	5 February 2014
Main Consultees	<p>Consultees:</p> <p>Health and Wellbeing Board Health and Social Care Staff from Southampton City Council, Solent NHS Trust, Southern Health Foundation Trust, University Hospital Trust, Southampton City CCG Voluntary Sector Carers and service user groups All Local Councillors Healthwatch HOSP Local Medical Committee</p>
Consultation Method	Workshops, Focus Groups and Briefing Sessions
Head of Service	Director, People, Stephanie Ramsey
Author	Donna Chapman Joint Commissioning Manager donna.chapman@scpct.nhs.uk

Background Material Available None

Public Comments may be sent to Donna Chapman
Associate Director - System Redesign
Integrated Commissioning Unit
Oakley Road, Millbrook
tel: 07879898227 : email :
donna.chapman@southamptoncityccg.nhs.uk

Slippage/Variations/Reason for Withdrawal Decision moved from 18th March to 15th July to allow time for more detailed analytical work and financial modelling to be undertaken.

HOUSING AND SUSTAINABILITY PORTFOLIO

Title	Implementation of the Sustainable Drainage System Approving Body
Details	To consider the report of the Cabinet Member for Housing and Sustainability detailing the operational arrangements for and seeking the delegation of authority to the Head of Planning Transport and Sustainability to establish and implement the statutory function.
Decision Maker	Cabinet
Decision Expected	18 March 2014
Date Added to the Plan	7 January 2014
Main Consultees	Relevant Cabinet Member and officers within Democratic, Legal, Finance, Property Services
Consultation Method	Circulation of draft report via emails and meetings
Head of Service	Head of Planning Transport and Sustainability
Author	Bernadine Maguire bernadine.maguire@southampton.gov.uk Tel: 023 8083 2403
Background Material Available	Implementation of the Sustainable Drainage System Approving Body
Public Comments may be sent to	Bernadine Maguire, Flood Risk Management Officer Bernadine.maguire@southampton.gov.uk 023 8083 2403
Slippage/Variations/Reason for Withdrawal	Date amended from 18th February 2014 to 18th March 2014 due to an adjustment of Cabinet meeting dates.

Title	Proposed Changes to the Housing Allocations Policy
Details	To consider the report of the Cabinet Member for Housing and Sustainability portfolio in respect of proposed changes to the Council's housing allocations policy
Decision Maker	Cabinet
Decision Expected	18 March 2014
Date Added to the Plan	5 February 2014
Main Consultees	Sample of existing tenants and applicants on the waiting list, all citizens via survey on city web, local housing associations and neighbouring local authorities, staff, Health and Social Care, Finance, Legal Services, Democratic Services, Property Services, Cabinet Member for Housing and Sustainability.
Consultation Method	Stratified survey sent by post to tenants and applicants, open consultation for all citizens on city web (full survey and option to complete in smaller sections), direct consultation with housing associations in the area, Health and Social Care and neighbouring local authorities, staff survey.
Head of Service	Head of Housing
Author	Liz Slater liz.slater@southampton.gov.uk Tel: 0238083
Background Material Available	Proposed changes to the housing allocations policy
Public Comments may be sent to	janet.gay@southampton.gov.uk

Title	Sustainability and Affordable Warmth Strategy 2014-2020
Details	The purpose of this Strategy is to set out Southampton City Council's commitment to the development and implementation of the Sustainability and Affordable Warmth Policy Statement that was agreed by Cabinet in October 2013.
Decision Maker	Cabinet Member for Housing and Sustainability Services
Decision Expected	15 April 2014
Date Added to the Plan	7 January 2014
Main Consultees	Tenants Resource Group
Consultation Method	Verbal update at residents' meetings
Head of Service	Head of Housing
Author	Terry May, Angela Whettingsteel terry.may@southampton.gov.uk, angela.whettingsteel@southampton.gov.uk
Background Material Available	Sustainability and Affordable Warmth Strategy 2014-2020
Public Comments may be sent to	Terry May
Slippage/Variations/Reason for Withdrawal	Decision on this matter has been deferred in order to consider the implications of the changes to ECO funding arrangements announced in the Autumn Statement on our proposals in Southampton and so revisions can then be accommodated more accurately within a strategy document.

LEADER OF THE COUNCIL

RESOURCES PORTFOLIO

Title	Repairs to the Civic Centre Clock Tower
Details	<p>Report of the Cabinet Member for Resources seeking financial approval for Clock Tower Repairs.</p> <p>This report will be submitted for consideration as a general exception under paragraph 15 of the Access to Information procedure Rules in Part 4 of the Council's Constitution.</p> <p>The matter requires a decision to facilitate the repair of the Civic Centre Clock Tower. The urgency is linked to the need to prevent further damage to the Clock Tower and for these reasons the decision cannot be deferred for inclusion in the next Forward Plan for decision following 28 clear days notice</p>
Decision Maker	Cabinet
Decision Expected	18 March 2014
Date Added to the Plan	5 March 2014
Main Consultees	Relevant Cabinet Members and Officers in key Council Departments
Consultation Method	Circulation of Draft Report, Briefings and Meetings
Head of Service	Director Corporate Services
Author	John Spiers john.spiers@southampton.gov.uk Tel: 023 8083 4146
Background Material Available	Repairs to the Civic Centre Clock Tower
Public Comments may be sent to	Richard Hodge , Property Services

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	15 April 2014
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 Chief Financial Officer
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	Bank Tender - Delegated Authority to Award Contract
Details	To Consider the report for of the Head of Finance seeking delegated authority to award the contracts for general banking and merchant acquiring following a joint procurement exercise.
Decision Maker	Cabinet
Decision Expected	15 April 2014
Date Added to the Plan	5 March 2014
Main Consultees	Relevant Cabinet Members and officers in key Council departments.
Consultation Method	Circulation of draft report
Head of Service	Chief Financial Officer
Author	Alison Chard Finance Manager Alison.Chard@southampton.gov.uk Tel: 023 8083 4897
Background Material Available	Bank Tender - Delegated Authority to Award Contract
Public Comments may be sent to	Andy Lowe

Title	Heritage Partnership Agreement with English Heritage for works to the Civic Centre
Details	To consider the report of the Cabinet Member for Resources seeking delegated authority to enter into a Heritage Partnership Agreement (HPA) with English Heritage. The HPA will remove the necessity to obtain Listed Building Consent for certain works on the Grade II* Listed Civic Centre planned over the next five years, thus saving the Council the fees associated with preparing applications, and reducing time delays while applications are considered and approved.
Decision Maker	Cabinet
Decision Expected	15 April 2014
Date Added to the Plan	5 March 2014
Main Consultees	Relevant Cabinet Members, officers in Property Services, Legal Services and English Heritage
Consultation Method	Briefings, E-mails and telephone conversations
Head of Service	Head of Planning Transport and Sustainability
Author	Kevin White Historic Buildings Team Leader kevin.white@southampton.gov.uk Tel: 023 8083 3192
Background Material Available	Heritage Partnership Agreement with English Heritage for works to the Civic Centre
Public Comments may be sent to	Kevin White Historic Environment Group Leader

Title	*Property Auction Sales
Details	To consider the report of the Cabinet Member for Resources detailing proposals for the sale of surplus properties by way of auction.
Decision Maker	Cabinet
Decision Expected	15 April 2014
Date Added to the Plan	5 March 2014
Main Consultees	Relevant Council Members and officers in key departments
Consultation Method	By email and briefings
Head of Service	Head of Property, Procurement and Contract Management
Author	Neville Payne neville.payne@southampton.gov.uk
Background Material Available	*Property Auction Sales
Public Comments may be sent to	Neville Payne neville.payne@southampton.gov.uk

**CORPORATE SERVICES
DIRECTORATE**

**THERE ARE NO ITEMS ON THIS
OCCASION**

PEOPLE DIRECTORATE

**THERE ARE NO ITEMS ON THIS
OCCASION**

**PLACE (ENVIRONMENT AND
ECONOMY) DIRECTORATE**

**THERE ARE NO ITEMS ON THIS
OCCASION**