

ANNUAL COUNCIL MEETING

Wednesday 16th May 2018

11.00am – Guildhall, Civic Centre

2.00pm Council Chamber, Civic Centre

This meeting is open to the public

Members of the Council

The Mayor – Chair

The Sheriff – Vice-chair

Leader of the Council

Members of the Council (See overleaf)

Contacts

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| WARD | COUNCILLOR | WARD | COUNCILLOR |
|----------------------|--------------------------------------|-------------------|------------------------------------|
| Bargate | Bogle Noon Dr Paffey | Millbrook | Galton Furnell Taggart |
| Bassett | L Harris Hannides B Harris | Peartree | Bell Houghton Keogh |
| Bevois | Kataria Barnes-Andrews Rayment | Portswood | Mitchell Claisse Savage |
| Bitterne | Streets Jordan Murphy | Redbridge | McEwing Pope Whitbread |
| Bitterne Park | Harwood Fuller White | Shirley | Chaloner Coombs Kaur |
| Coxford | Morrell D Thomas T Thomas | Sholing | Guthrie J Baillie Wilkinson |
| Freemantle | Leggett Parnell Shields | Swaythling | Fielker Mintoff Vassiliou |
| Harefield | P Baillie Fitzhenry Laurent | Woolston | Mrs Blatchford Hammond Payne |

PUBLIC INFORMATION

Role of the Council

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

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

PUBLIC INVOLVEMENT

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

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

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

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

MEETING INFORMATION

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

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and or/training purposes. The meeting may be recorded by the press or members of the public.

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

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

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

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

- Southampton has strong and sustainable economic growth
- Children and young people get a good start in life
- People in Southampton live safe, healthy, independent lives
- Southampton is an attractive modern City, where people are proud to live and work

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

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

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

| Proposed dates of meetings (Municipal year 2018/19) | |
|--|----------------------|
| 2018 | 2019 |
| 18 July | 20 February (Budget) |
| 19 September | 20 March |
| 21 November | 15 May (AGM) |

CONDUCT OF MEETING

FUNCTIONS OF THE COUNCIL

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

RULES OF PROCEDURE

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

BUSINESS TO BE DISCUSSED

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

QUORUM

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

DISCLOSURE OF INTERESTS

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

DISCLOSABLE PECUNIARY INTERESTS

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

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

Other Interests

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

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

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

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

Principles of Decision Making

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

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

In exercising discretion, the decision maker must:

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

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

Tuesday, 8 May 2018

TO: ALL MEMBERS OF THE SOUTHAMPTON CITY COUNCIL

You are hereby summoned to attend the Annual Meeting of the COUNCIL to be held on WEDNESDAY, 16TH MAY, 2018 in the GUILDHALL, CIVIC CENTRE at 11.00 am at which meeting the business set out in items 1 and 2 are proposed to be transacted, and in the COUNCIL CHAMBER in the afternoon at 2.00 pm when the business set out in items 3 onwards are proposed to be transacted:-

1 ELECTION OF A MAYOR FOR THE ENSUING YEAR

2 ELECTION OF A SHERIFF FOR THE ENSUING YEAR

3 APOLOGIES

To receive any apologies.

4 MINUTES (Pages 1 - 8)

To authorise the signing of the minutes of the Council Meeting held on 21st March, 2018 attached.

5 ANNOUNCEMENTS FROM THE MAYOR

Matters especially brought forward by the Mayor.

6 ELECTION OF THE LEADER

To elect a Leader of the Council for the ensuing year. Following the election the Leader will announce membership of the Cabinet.

7 ANNUAL REVIEW OF THE CONSTITUTION (Pages 9 - 14)

Report of the Service Director: Legal & Governance reviewing the Constitution, attached.

8 APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES AND OTHER BODIES

A Appointment of Members

The Leader to move that, subject to alterations as may from time to time be made by the Council, the necessary Committees, Sub-Committees and other bodies and external organisations be appointed by the Council with the number and allocation of seats to political groups as set out in a schedule to be tabled at the meeting.

B Appointment of Chair

To appoint the Chair to each of the Committees and Sub-Committees appointed by the Council.

9 **CALENDAR OF MEETINGS**

To approve the following dates for meetings of the Council in the 2018/19 Municipal Year:

18th July 2018
19th September 2018
21st November 2018
20th February 2019 (Budget)
20th March 2019
15th May 2019 (AGM)

10 **DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS**

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

11 **EXECUTIVE BUSINESS REPORT** (Pages 15 - 24)

Report of the Leader of the Council detailing the business undertaken across the Council since 21st March 2018, attached.

12 **MOTIONS**

(a) Cllr Pope to move:

This Council supports standing up for Southampton FC fans and standing up with Saints fans. But since the Taylor Report, and changes to safety regulations, fans are not allowed to stand up at the match.

Yet Saints' fans passion means that they do stand at every match in the Itchen and Northam stands. They want to stand. They want to sing. They want to shout. Safe standing allows them to support the team with more passion and to do so safely.

This Council supports the national campaign for Safe Standing in the Premier League, and supports Safe Standing at St. Mary's Stadium.

This Council agrees to write to the Board of Saints and to the Secretary of State to urge the Government and/or Parliament to change legislation to allow trials in the Premier League and then full installation of rail seats or other safe alternatives.

13 **QUESTIONS FROM MEMBERS TO THE CHAIRS OF COMMITTEES OR THE MAYOR**

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

14 SOUTHAMPTON CITY COUNCIL ELECTIONS 2018 (Pages 25 - 28)

Report of The Returning Officer detailing the results of the Southampton City Council Elections held on 3 May 2018, attached.

15 OVERVIEW AND SCRUTINY: ANNUAL REPORT 2017/18 (Pages 29 - 44)

Report of the Chair of the Overview and Scrutiny Management Committee detailing the Overview and Scrutiny Annual Report 2017/18 in accordance with the Council's Constitution, attached.

16 OVERVIEW AND SCRUTINY: SUMMARY OF CALL-IN ACTIVITY (Pages 45 - 48)

Report of the Service Director, Legal and Governance providing an update to Council on the use of Call-In by the Overview and Scrutiny Committee over the previous 6 months, attached.

17 CLEAN BUS TECHNOLOGY FUND □ (Pages 49 - 72)

Report of the Cabinet Member for Environment and Transport seeking approval for the funding granted from the Department for Transport, attached.

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



Richard Ivory
Service Director, Legal and Governance

SOUTHAMPTON CITY COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON 21 MARCH 2018

Present:

The Mayor, Councillor L Harris
The Sheriff, Councillor Barnes-Andrews
Councillors P Baillie, J Baillie (mins 65-68 and 70(c)), Mrs Blatchford, Bogle, Burke, Chaloner, Claisse, Coombs, Denness, Fitzhenry (mins 65-77), Fuller, Furnell, Hammond, Hannides, B Harris, Hecks, Houghton, Jordan, Kaur, Keogh (mins 65-68 and 70(c)), Laurent, Letts, Lewzey, McEwing, Mintoff (mins 65-77), Morrell (mins 65-69 and 70(c)), Moulton, Murphy, Noon, O'Neill, Dr Paffey, Painton, Parnell (mins 65-69 and 70(c)), Payne, Pope, Rayment, Savage, Shields, Taggart, D Thomas (mins 65-69 and 70(c)), Vassiliou, Whitbread, White and Wilkinson

65. APOLOGIES

It was noted that apologies had been received from Councillors Inglis and Tammy Thomas.

66. MINUTES

RESOLVED that the minutes of the meetings held on 15th September 2017 and 21st February 2018 be approved and signed as a correct record.

67. ANNOUNCEMENTS FROM THE MAYOR AND LEADER

Last Meeting of the Municipal Year

It was noted that this was the last meeting of the Municipal Year. On behalf of the Council the Mayor thanked Members for their hard work and the contribution they had made during the year. In particular it was noted that Councillors Burke, Hecks, Inglis and Lewzey were retiring from the political arena and individual tributes were made.

Last Meeting for Dawn Baxendale, Chief Executive and Head of Paid Service

It was noted that this was the last Council meeting before the departure of Dawn Baxendale, Chief Executive and Head of Paid Service who had given her commitment, loyalty and hard word during her 9 years with the Council. The Mayor presented a small gift on behalf of the City Council and recognition of what she had achieved.

Salisbury Poisoning Attack

The Mayor acknowledged the recent poisoning attack in Salisbury and on behalf of the Council expressed its thoughts and support to all those affected at this time.

68. DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS

The Council received and noted a deputation from Mr Renyard concerning “Tackling Anti-Social Behaviour in the West of the City”.

69. EXECUTIVE BUSINESS

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

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

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

1. Fly-Tipping

Question from Councillor O’Neill to Councillor Rayment

In view of the increase in fly-tipping, will the Council look again at using covert CCTV to increase enforcement against fly-tippers and other anti-social behaviour?

Answer

The use of CCTV, particularly covert surveillance is regulated by laws which are intended to protect individual’s rights to privacy.

The Regulation of Investigatory Powers Act 2000 requires the use of covert surveillance by a local authority to be authorised by a Magistrate. Authorisation requires periodic review and a covert CCTV surveillance cannot be left in place indefinitely.

Authorisation can only be granted for serious offences, i.e those which attract a six month custodial sentence. Some fly tipping offences meet this threshold but the use of surveillance must be proportionate and justifiable.

The Council operates both fixed and moveable CCTV cameras. There are costs to providing additional cameras, typically £8,000 to install an additional fixed camera. The Council has two moveable cameras, which can be located to overtly monitor priority areas. The cameras are currently deployed in areas where police have highlighted concerns around violent crime (for example violence linked to drug supply and prostitution). Relocating a camera can cost around £800.

Overt cameras can be deterrent and may discourage fly-tipping from hotspots. Installation of overt cameras does not require authorisation by a Magistrate. Work to identify enforcement priorities by risk can be undertaken to determine whether a moveable camera may be deployed to cover a fly-tipping hot spot, but should be balanced against the risk presented by violent crime and any decision should be taken in consultation with the police.

2. Stoneham Tower

Councillor Painton to Councillor Letts

Leader after the motion on Stoneham Tower was passed by all what has happened since and have the university been asked their intentions and what time scale are they looking at for moving forward.

Answer

A member of University staff was at the meeting at which we discussed Stoneham tower and you will recall I asked them to note the strength of feeling about the issue and to initiate some action. I have recently written to the University to receive an update and will share this as soon as it is received.

3. Snow Disruption

Councillor McEwing to Councillor Rayment

Can the Cabinet Member agree, what a brilliant job our Highways Partners team and SCC staff done, from Wednesday night 28th February until the weekend, with the onslaught of winter weather.

Answer

Verbal response as follows provided by Councillor Rayment

“Can I answer this in two parts? I accept on the first snow fall parts of the City struggled. We had been gritting since the early hours, and when it started laying we saw a build-up of traffic all leaving early, and the police deciding to close flyovers and bridges in the City.

I make no excuse but nothing we could do would have stopped this. Behind the scenes we had officers staying in hotels at their own cost to ensure they were close and on hand. We had staff volunteers in 4x4's moving key people around the City. A special mention should go to:-

Amanda, Boorer, Nigel Fulbrook, Lozz Scott, Sarah Kiss, Phil Moore, Sam Harrison, Jeff Turner, Dave Tyrie and Kevin McLaughlin.

We had extra crews at the hospital and stadium. Our refuse collectors were out gritting pavements and parks, but let me explain, grit or rock salt works by assisting ice to melt by a combination of having a lower freezing point than water and friction from tyres or feet. It cannot work under the following conditions; temperatures below around -4, having snow on top of more than 40mm and not having moving traffic continually flowing on top of it once it has been put down. It is rock salt not magic dust. So, credit to all our staff and Balfour Beatty who worked hard to keep us moving.

With regard to this weekend just gone we had the same approach and when it became apparent that Balfour Beatty had missed at that point 1 grit bin I arranged to get it filled. What further transpired is that 14 out of 400 bins were missed and as we were notified we refilled. We are now in the process of

ensuring that they are refilled. We are also playing catch up with the bins that should have been collected in the East of the City on Monday.

We also reviewed our comms strategy and beefed up what updates went to Councillors and the Public over the weekend. Again thanks to those comms officers who worked non-stop to answer and supply information – Samantha Gibson, James Marshall, Rossanna Coppen, Vanessa Veal and others in the team. Members we can always learn lessons, we can always do better but within my limited resource we are doing what we can”.

70. MOTIONS

(a) Lack of new homes being built

Councillor P Baillie moved and Councillor Fitzhenry seconded.

This Council is dismayed at the lack of new homes built by this administration. This Council calls upon the administration to recognise that we are in a housing crisis, that it has wasted six years, now needs to start actually building homes and to have a coherent plan for future home building.

UPON BEING PUT TO THE VOTE THE MOTION WAS DECLARED LOST.

RESOLVED: that the Motion be rejected.

(b) Closure of South Western Arms

Councillor Savage moved and Councillor Noon seconded.

This Council notes with alarm the sudden closure of the South Western Arms, St. Denys, Portswood. We urge the Executive to take necessary measures to safeguard and protect this community asset.

Amendment moved by Councillor O'Neill and seconded by Councillor Claisse

Delete Motion B:

This Council notes with alarm the sudden closure of the South Western Arms, St. Denys, Portswood. We urge the Executive to take necessary measures to safeguard and protect this community asset.

Replace with:

This council is pleased to note the owners of the South Western Arms have no plans to close the pub however as it is a valued asset to the people of St Denys and beyond, we look forward to working with the community to have the South Western Arms registered as an Asset of Community Value if possible.

Amended Motion to read:

This council is pleased to note the owners of the South Western Arms have no plans to close the pub however as it is a valued asset to the people of St Denys and beyond, we look forward to working with the community to have the South Western Arms registered as an Asset of Community Value if possible.

UPON BEING PUT TO THE VOTE THE AMENDMENT IN THE NAME OF COUNCILLOR O'NEILL WAS DECLARED CARRIED.

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

RESOLVED: that the Motion be approved.

(c) Increases in recorded crime

Councillor Denness moved and Councillor Kaur seconded.

Council believes that worrying recent increases in recorded crime – following a long period of steady decline since the mid 1990s – is a direct result of reductions in police numbers following year-on-year cuts in budgets.

Council believes that our police are doing a fantastic job in holding the line against increasing crime levels but we are worried that a dangerous tipping point may now have been reached. Council notes the particular impact of these Policing cuts on Southampton and urges the police and crime commissioner to spend more of his resources in the city.

Council, therefore, urges the Leader of the Council to work with other political leaders in Hampshire to lobby the Home Secretary on the issue of the underfunding of Hampshire police. Council notes a particular issue in the city around motorcycle nuisance. It calls on the Executive to work with the Police to bring in affective preventive interventions in relation to this issue on public land.

Amendment moved by Councillor Moulton and seconded by Councillor Vassiliou

1st Paragraph, 2nd line delete “is a direct result of reductions in police numbers following year on year cuts in budgets.”

Replace with “may amongst other things (such as drug and alcohol addiction) have links to reductions in police budgets. Council resolves to work closely with Hampshire Constabulary to properly understand the root causes of increases in crime in Southampton and to ensure that this directly links to priorities and action in the Safe City Strategy.”

2nd Paragraph, 1st line delete “in holding the line against increasing crime levels but we are worried that a dangerous tipping point may now have been reached”

Replace with “but we remain worried about crime levels in the City.”

2nd Paragraph, 3rd line delete “particular” and “these”

Insert after “Policing cuts on Southampton” (whilst recognising the Constabulary’s ongoing commitment to protecting neighbourhood policing)

2nd Paragraph, 5th line, add “particularly in relation to tackling drug related crime. Furthermore Council notes and supports the campaign by Hampshire’s Police and Crime Commissioner to receive a fairer share of the national policing budget.”

3rd Paragraph, 2nd line after Hampshire insert “including the Police and Crime Commissioner”

After “issue of” delete “the under” and “of” replace with “for”

Amended Motion to read:

Council believes that the worrying recent increases in recorded time - following a long period of steady decline since the mid 1990s - may amongst other things (such as drug and alcohol addiction) have links to reductions in police budgets. Council resolves to work closely with Hampshire Constabulary to properly understand the root causes of increases in crime in Southampton and to ensure that this directly links to priorities and actions in the Safe City Strategy.

Council believes that our police are doing a fantastic job but we remain worried about crime levels in the city.

Council notes the impact of policing cuts on Southampton (whilst recognising the Constabulary's ongoing commitment to protecting neighbourhood policing) and urges the Police and Crime Commissioner to spend more of his resources in the city, particularly in relation to tackling drug related crime. Furthermore council notes and supports the campaign by Hampshire's Police and Crime Commissioner to receive a fairer share of the national policing budget.

Council therefore urges the Leader of the Council to work with other political leaders in Hampshire including the Police and Crime Commissioner to lobby the Home Secretary on the issue of funding for Hampshire Police.

Council notes a particular issue in the city around motorcycle nuisance. It calls on the Executive to work with the Police to bring in effective preventative interventions in relation to this issue on public land.

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

UPON BEING PUT TO THE VOTE THE MOTION WAS DECLARED CARRIED

RESOLVED: that the motion be approved.

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

It was noted that there were no Questions from Members to the Chairs of Committees or the Mayor.

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

Council noted that the Putting People First Group had withdrawn from one of their allocated seats on Overview and Scrutiny Management Committee and will therefore be noted as a vacancy.

73. APPOINTMENT OF CHIEF EXECUTIVE AND HEAD OF PAID SERVICE

Council noted that the Chief Officer Employment Panel had taken the decision not to appoint to the Chief Executive and Head of Paid Service following interviews that had taken place on 13th March 2018 and would be going back out to advert. Richard Crouch would continue as interim Chief Executive and Head of Paid Service in the meantime.

74. PAY POLICY 2018/19

The report of the Chief Executive and Head of Paid Services seeking approval of the Pay Policy 2018 – 2019 was submitted.

RESOLVED:

- (i) That the Pay Policy statement for 2018-2019 be approved;
- (ii) That the continued implementation of the Living Wage Foundation increase as the minimum hourly rate for NJC evaluated posts from 1st April 2018 be noted; and
- (iii) That authority be delegated to the Service Director HR and OD to implement the 2018/19 cost of living award which had yet to be agreed for NJC evaluated roles, Chief Officer and Chief Executive Pay

75. DEVELOPMENT OF AN OFFER FOR CHILDREN WITH DISABILITIES

The joint report of the Service Directors Quality and Integration and Children and Families seeking approval of the financial envelope for the Development of an Offer for Children with Disabilities was submitted.

Amendment moved by Councillor Moulton and seconded by Councillor O'Neill.

Delete Council Recommendation:

- (i) To approve a financial envelope of up to £7,275,000 for a maximum period of 5 years (3+2 year extension when applied to contracts), maintaining the current level of annual investment in Short Breaks.

Replace Council Recommendation with:

- (i) As a minimum the budget envelope be enlarged to take account of inflation over the 5 year period and that analysis be done to determine growth in demand over the 5 year period and that budget envelope be sufficient to match this increased demand.

Amended Recommendation to read:

- (i) As a minimum the budget envelope be enlarged to take account of inflation over the 5 year period and that analysis be done to determine growth in demand over the 5 year period and that budget envelope be sufficient to match this increased demand.

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

RESOLVED: that a financial envelope of up to £7,275.000 for a maximum period of 5 years (3 + 2 year extension when applied to contracts), maintaining the current level of annual investment in short breaks be approved.

76. SAFE CITY STRATEGY 2017-2020 UPDATE

The report of the Service Director Intelligence, Insight and Communications seeking approval of the updated Safe City Strategy 2017-2020 was submitted.

RESOLVED: that the updated Safe City Strategy 2017-2020 be approved.

77. YOUTH JUSTICE STRATEGY 2017-20 UPDATE

The report of the Service Director Children's and Families seeking approval of the updated Youth Justice Strategy 2017-2020 was submitted.

RESOLVED: that the updated Youth Strategy 2017-2020 be approved.

78. PROCUREMENT OF A CLIENT CASE MANAGEMENT SYSTEM

The report of the Service Director Business Operations and Digital seeking approval of the Procurement of a Client Case Management System was submitted.

RESOLVED:

- (i) that the addition of the Client Case Management Scheme to the Finance Portfolio Capital Programme in 2018/19 for the sum of £2.5M be approved; and
- (ii) that authority to spend be delegated to the Service Director Business Operations and Digital, subject to consultation formal sign-off of a detailed business case by Council Capital Board.

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| DECISION-MAKER: | | COUNCIL | |
| SUBJECT: | | ANNUAL REVIEW OF THE CONSTITUTION | |
| DATE OF DECISION: | | 16TH MAY 2018 | |
| REPORT OF: | | SERVICE DIRECTOR: LEGAL & GOVERNANCE | |
| <u>CONTACT DETAILS</u> | | | |
| AUTHOR: | Name: | Richard Ivory | Tel: 023 8083 2794 |
| | E-mail: | Richard.ivory@southampton.gov.uk | |
| Director | Name: | Richard Ivory | Tel: 023 8083 2794 |
| | E-mail: | Richard.ivory@southampton.gov.uk | |
| STATEMENT OF CONFIDENTIALITY | | | |
| None | | | |
| BRIEF SUMMARY | | | |
| This report sets out the annual review of the Constitution. This was considered by Governance Committee on 23rd April 2018 at it agreed with the recommendations as contained in this report. | | | |
| As ever the Constitution is a document that changes regularly and therefore further revisions may be proposed prior to or at Council. | | | |
| RECOMMENDATIONS: | | | |
| | (i) | to agree the changes to the Constitution and associated arrangements as set out in this report; | |
| | (ii) | to authorise the Service Director: Legal & Governance to finalise the arrangements as approved by Full Council and make any further consequential or minor changes arising from the decision of Council | |
| | (iii) | to approve the City Council's Constitution, as amended, including the Officer Scheme of Delegation, for the municipal year 2018/19 | |
| REASONS FOR REPORT RECOMMENDATIONS | | | |
| 1. | It is appropriate as a core tenet of good governance for the Council to keep its Constitution under regular review and to amend it, both to reflect experience and changing circumstances. | | |
| ALTERNATIVE OPTIONS CONSIDERED AND REJECTED | | | |
| 2. | The Council has previously resolved to review its Constitution annually. Therefore, it is appropriate that this report is considered by Members. There are a range of recommendations set out within the report, none of which are substantial changes. Members have a range of options about various changes not least of which is to amend or reject some or all of them. | | |
| DETAIL (Including consultation carried out) | | | |
| Governance Committee - Employment matters | | | |
| 3. | Since last July all matters relating to hearings and determination of any employee grievance or appeal under the Council's disciplinary, grievance, | | |

| | |
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| | dismissal and other employee relations procedure are delegated to Directors to determine. This accords with national HR good practice and has reduced timelines. |
| 4. | Authority to dismiss is currently set out in the Scheme of Delegation and there is no proposal to amend that. However, it is proposed that all appeals against dismissal will be heard by a member of the Council's Management Team rather than the small Senior Leadership Team to simply spread the workload, with appropriate advice and support from Human Resources and Legal Services. This will include appeals against the following dismissals: |
| | <ul style="list-style-type: none"> • Disciplinary • Ill-Health • Redundancy • Capability • Probationary • SOSR |
| 5. | School Transport and associated appeals will continue to be heard by a three-person panel, comprising senior officers, chaired by the Service Director: Children's and Families. Grievances will be heard in accordance with the current procedure and the final step will be heard by Service Lead, Service Director or CMT member as appropriate. |
| <u>Scheme of Delegation to Officers</u> | |
| 6. | This has been updated to reflect revised job titles and other minor matters, remove duplication and to include delegations required to give effect to the working of the Joint Commissioning Board arrangements with the Clinical Commissioning Group and NHS England as previously approved by Cabinet, which has been operating in pilot form while arrangements bed in; there are no other substantive changes. Substantive changes are highlighted on the attached appendix. |
| <u>Procedure Rules</u> | |
| 7. | Minor changes have been included within Terms of Reference for the Executive and Executive Members, Executive Procedure Rules, Key Decision thresholds, Access To Information Procedure Rules etc in order to prepare for decision making and governance around the Council's proposed Latco (subject to final approval elsewhere on the agenda) and in order to move from pilot to final arrangements for the Joint Commissioning Board for Health. |
| <u>Criteria for conferring Aldermen status</u> | |
| 8. | There is currently no adopted criteria for conferring the Honorary Alderman status in the City; proposals are left to discretion. In light of an increase in grants recently it is considered by Group Leaders that criteria may be appropriate to ensure equity. |
| | Section 249 Local Government Act 1972 states:- |
| . | "A principal council, may confer the title of honorary aldermen on persons who have, in the opinion of the council, rendered eminent services to the council as past members of that council, but who are not then members of the council. No honorary alderman, while serving as a member of the |

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| | council, is entitled to be addressed as alderman or to attend or take part in any civic ceremonies of the council as an alderman. An honorary alderman of a principal council may attend and take part in such civic ceremonies as the council may from time to time decide, but does not, as such have the right: | |
| | 1. | To attend meeting of the council or a committee of the council (including a joint committee upon which it is represented), or |
| | 2. | To receive allowances or other payments.' |
| 9. | There is nothing in law that helps define "eminent service" so it is up to each authority to decide what suits best. Interestingly locally some, such as Winchester CC, Isle of Wight UA and New Forest DC, do not appoint out of convention. Fareham BC have appointed five or six Aldermen in the last two years as several very long standing members (15 years +) have retired. | |
| 10. | From a survey of others locally few have set criteria, it is left to judgement. However, Havant BC has the most prescriptive and helpful as below: | |
| | i. | any former Councillor considered for appointment to the Aldermanic Bench must have served for a minimum of eight years; |
| | ii. | subject to (i) above, any former Councillor nominated must have given outstanding service to the Council over and above a Councillor's normal duties; (which normal duties are defined in the Council's Constitution at Article 2.3 (a)). In particular they must have: |
| | a. | been a Chairman for at least two years of a principal member-level body, that being of the Cabinet, the Overview and Scrutiny Board, the Regulatory Committees, and other such Committees established from time to time; or |
| | b. | a member of the Cabinet for at least three years; or |
| | c. | Mayor of the Borough; and/or |
| | d. | given other outstanding service to the Borough. |
| 11. | There is no obligation or requirement to set criteria but those adopted by Havant do not seem unreasonable for members to consider as a starting point. | |
| <u>Health & Wellbeing Board</u> | | |
| 12. | Members will be aware that the establishment of the Southampton Joint Commissioning Board (JCB) was agreed by Cabinet and Council in July 2017 and is now in place and operating successfully. The JCB has the role of ensuring effective collaboration, assurance, oversight and good governance across the integrated commissioning arrangements for health and care between Southampton City Council and Southampton City CCG. The scope of the integrated commissioning arrangements broadly mirror those areas of health and care commissioning covered by the Better Care Fund S75, plus other existing partnership agreements/shared funding arrangements. Therefore, the new commissioning arrangements for the City through the JCB have an impact on the role of the Health and Wellbeing Board (H&WBB) and as part of the agreement to set up the JCB responsibility for the delivery of integrated commissioning and the Better Care Plan for Southampton has formally been delegated to the Joint Commissioning Board. | |

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| 13. | Also as part of the establishment of the Joint Commissioning Board the role of the Health and Wellbeing Board and frequency of meetings was to be reviewed to ensure its role was clear alongside the JCB and that its statutory functions in accordance with the Health and Care Act 2012 were met. Currently the H&WBB holds six formal meetings per year, following review it is the intention to reduce this to two formal meetings per year which requires no change in the existing terms of reference for the H&WBB noting that should a need arise then there was the ability to call an extraordinary meeting of the Board. |
| <u>Contract Procedure Rules</u> | |
| 14. | Minor operational changes are proposed for the CPRs which for completeness are detailed below: |
| 15. | The amendments proposed to the current CPRs can be divided into two broad categories: <ol style="list-style-type: none"> a. Those arising from changes to the European Union (EU) procurement thresholds for the public sector for the period 1st January 2018 to 31st December 2019. b. Those arising from the Council's approach to simplifying procurement processes. |
| 16. | The overarching objectives of these amendments are to:- <ul style="list-style-type: none"> • Ensure that the Council fully complies with the legislation to mitigate the risk of legal challenge and • Ensure that the CPRs assist the Council to achieve value for money for its goods, services and works through an appropriate and proportionate approach to procurement activity. |
| 17. | The proposed version of the CPRs do not anticipate the UK's position post leaving the EU. Whilst it is not anticipated that there will be any key changes to the United Kingdom's procurement approach in the short term, the CPRs will be revisited if and when any changes occur. |
| 18. | Summarised below are the key changes proposed arising from changes to the European Union (EU) procurement thresholds: <ol style="list-style-type: none"> 1. Replacement of the UK (pounds) Official Journal of the European Union (OJEU) threshold values applicable between 1st January 2018 and 31st December 2019. |
| 19. | Summarised below are the key changes proposed arising from the Council's approach to simplifying procurement processes: <ol style="list-style-type: none"> 2. Removing the requirement for the Service Director - Business and Digital Operations to authorise contracts awarded as a result of single tenders when it can be demonstrated that a value for money review was undertaken and an audit trail is available. 3. Removal of reference to "purchase orders" as these relate to the operational process required (rather than the rules which must be followed when identifying a supplier) and is dealt with in other guidance. 4. Removal of the instruction that in respect of Low Value Transactions, Officers must make the Procurement Services Team aware of their intention to procure prior to requesting the quote(s). 5. Removal of the requirement for three written quotations to be sought if (in respect of contract values of less than £25,000 only) the |

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| | <p>Procurement Services Team determines that only one supplier and no competitors exist for the requirement.</p> <p>6. Removal of the required number of evaluators required as part of the evaluation process for tenders and quotations.</p> <p>7. To reflect the Scheme of Delegation, removal of Service Director – Finance and Commercialisation as the point of contact for section 17 - Conflicts of Interest and Corruption and replacement with Service Director - Digital and Business Operations.</p> |
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RESOURCE IMPLICATIONS

Capital/Revenue

20. None.

Property/Other

21. None.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

22. The Executive Arrangements and Constitution are required under the Local Government Act 2000 (as amended) and the Localism Act 2011.

Other Legal Implications:

23. None.

RISK MANAGEMENT IMPLICATIONS

24. None

POLICY FRAMEWORK IMPLICATIONS

25. None.

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED: None

SUPPORTING DOCUMENTATION

Appendices

1. Draft revised Constitution – (track changed parts) online only

Documents In Members' Rooms

1. None

Equality Impact Assessment

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

Data Protection Impact Assessment

Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out. No

Other Background Documents

| Other Background documents available for inspection at: | | |
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| | Title of Background Paper(s) | Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable) |
| 1. | None | |

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| DECISION-MAKER: | | COUNCIL | |
| SUBJECT: | | EXECUTIVE BUSINESS REPORT | |
| DATE OF DECISION: | | 16 MAY 2018 | |
| REPORT OF: | | LEADER OF THE COUNCIL | |
| <u>CONTACT DETAILS</u> | | | |
| AUTHOR: | Name: | Felicity Ridgway, Service Lead - Policy, Partnerships and Strategic Planning | Tel: 023 8083 3310 |
| | E-mail: | felicity.ridgway@southampton.gov.uk | |
| Director | Name: | Emma Lewis, Service Director – Intelligence, Insight and Communications | Tel: 023 8091 7984 |
| | E-mail: | emma.lewis@southampton.gov.uk | |
| STATEMENT OF CONFIDENTIALITY | | | |
| None | | | |
| BRIEF SUMMARY | | | |
| This report outlines the executive business conducted since the last Executive Business Report to Full Council on 21 st March 2018 | | | |
| RECOMMENDATIONS: | | | |
| | (i) | That the report be noted. | |
| REASONS FOR REPORT RECOMMENDATIONS | | | |
| 1. | This report is presented in accordance with Part 4 of the Council's Constitution. | | |
| ALTERNATIVE OPTIONS CONSIDERED AND REJECTED | | | |
| 2. | Not applicable. | | |
| DETAIL (Including consultation carried out) | | | |
| 3. | Over the last few years, we have been working to deliver the Council Strategy and our Executive Commitments whilst ensuring effective medium term financial planning to help us become sustainable. We have now reviewed our commitments, revised our Outcome Plans and considered the LGA Peer Challenge report, the details of which are in a separate report on this agenda. | | |
| 4. | We have always valued the contribution of our staff, who are the council's greatest resource and we agreed in 2015 to establish Annual Staff Awards as one of the ways of responding to staff feedback that they wanted to see their work recognised and their contribution appreciated. We are delighted that this year we have received 266 nominations from staff across the council in the 3 categories (Employee, Team and Manager) and the winners will receive their awards at this meeting. | | |

| | STRONG AND SUSTAINABLE ECONOMIC GROWTH |
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| 5. | We are pleased to announce that over 1,100 people have signed up to receive progress updates about Southampton City Council's own brand energy company which will be called CitizEn Energy. Following a procurement process, we will partner with Robin Hood Energy and launch CitizEn Energy in the summer of 2018. Our partners, Robin Hood Energy, were launched by Nottingham City Council in 2015. CitizEn Energy will provide residents with a competitively priced, local alternative to the Big Six energy companies. |
| 6. | We are pleased to announce that Southampton City Council has now signed a lease on a 12,500 sq. ft. redundant storage space on the top floor of the Marlands Shopping Centre, to create an Innovation Hub. This venture will create a facility for growing knowledge-based enterprises, and is scheduled to open in November 2018. The Innovation Hub will have a strong emphasis on creating collaborative action between businesses and nurturing networks of entrepreneurs, funders, higher education and other support elements in order to generate new jobs and prosperity in Southampton |
| 7. | It was excellent to see students involved in the Opportunity Meets Talent event, organised by Business South, and held at St Mary's stadium on 26 April 2018. Representatives from the council's Recruitment, Apprenticeships and Economic Development teams were in attendance on the day, on hand to talk to hundreds of students who are looking to find out about local opportunities for future employment, as well as attend a number of 'insight in to' sessions to learn more about working within specific sectors. The event was also attended by local and national businesses such as Old Mutual Wealth, ABP Southampton and Carnival UK, as well as many others. |
| 8. | We were pleased to hear that the Estates Gazette Question Time on 27 March 2018 was a huge success. The event was a question and discussion session made up of a panel of policy makers and business leaders, engaging with local and national property experts to discuss the key issues affecting the city. More than 250 policy makers and business professionals attended and the panel of experts included Mike Harris, Service Director for Growth. The panel spent 90 minutes taking questions from attendees on how Southampton is going to achieve its ambitious growth plans. |
| 9. | We were delighted to hear that an audience of over 100 people attended the launch of Creative Growth Southampton (CGS) on 19 April 2018. CGS aims to support the growth of small creative businesses in the city through mentoring, networking and training, using funding secured by Southampton City Council and the Partnership for Urban South Hampshire. Other members of the CGS partnership include Southampton Solent University, Southampton Cultural Trust, ASpace, Hampshire Chamber of Commerce and the Solent Growth Hub. |
| 10. | We were pleased to hear that recent research by TotallyMoney has found Southampton to be the third best place to earn a living in the UK. The research also found that Southampton was the 10 th best city in terms of cost of living. This reflects the strength of our local economy, and the benefits this has for the people of Southampton. |
| 11. | We were pleased to see the launch of the Life Skills Programme in April 2018, through which 155 adults with learning disabilities will be supported by the Employment and Skills team, with the aim of securing paid employment or |

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| | work placements. Currently, the Employment and Skills team are supporting 482 people into work in the city. |
| 12. | We were pleased to hear the announcement in April 2018 that, through Employment and Skills Plans for Major Developments in 2017/18, 165 previously unemployed local people have been supported into jobs on major construction sites and into businesses such as Lidl distribution and retail, Premier Inn and Westquay retail & hospitality. During the year, 106 apprentices have also been appointed and sustained in employment. |
| | CHILDREN AND YOUNG PEOPLE GET A GOOD START IN LIFE |
| 13. | We were immensely proud to hear that four Southampton schools (Regents Park, Holy Family, Fairisle Junior, and Mason Moor) were inspected by Ofsted during February and March 2018, and all were graded as 'Good'. Moreover, Regents Park and Holy Family have been put forward for further review to substantiate an 'Outstanding' grade. Ofsted no longer give an 'Outstanding' grade immediately to schools, but when they consider that a school falls into this category, they put it forward for a later inspection to ascertain whether they can sustain the high quality of provision over time. This is great credit to the Head teachers, staff, governors and pupils of all the schools inspected. |
| 14. | We are pleased to announce that 88.3% of Secondary School children in Southampton were successful in getting their first preference school, and 87.9% of Primary School children were successful in being placed in their first preference school. Well done to the council's School Admissions team for achieving these excellent results. |
| 15. | It was fantastic to hear the announcement in April 2018 that the number of young people aged 16-17 who are Not in Education, Employment or Training (NEET), and those that are 'unknown', has reduced by nearly 25% against the same time last year. The figure now stands at 5.4%. This is in comparison to 9.7% in the South-East as a whole. This is as a result of a new approach to tracking and supporting young people. |
| 16. | It was great to hear that the Portswood Teaching Alliance has been successful in their bid for Strategic School Improvement Funding to enhance the quality of KS2 Maths provision in specific schools. The grants come from the Department of Education, and require Teaching Schools and the Local Authority to work together to identify key schools and develop a programme of subject specific support. The grant allocated for this project is £354,606, and will involve 18 primary schools across the city. |
| 17. | We are pleased to announce that a recent recruitment open evening for Children and Families was a great success. 92 people attended and, of those surveyed on the night, 85% said they were very likely or quite likely to apply for a job at Southampton City Council. 100% said they would recommend attending the event to a friend. Applications for vacancies in the service have increased by 475% this quarter, in part due to this vibrant open evening event, as well as positive social media communications. |
| 18. | We are pleased to hear that we have secured funding to train Social Workers in Children & Families so that they can secure a Post-Graduate qualification in Social Work. This will enable staff to further develop their skills, which will have positive effects on the work they do with the city's most vulnerable children. This is on top of securing fast track funding to enable Southampton City Council to help develop our more of our own staff into Social Workers. |

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| 19. | It is great to see officers and Members getting involved in the campaign 'Bring a Bear to Support Foster Care'. The official event will happen on 18 May 2018 to raise money and awareness for foster care, when staff and Members will bring in bears for the day, as well as donating £1. There will also be a staff raffle to win a rare 'Mayor Bear', as well as an afternoon tea for staff to find out about fostering. A video has already been created to promote the event. |
| 20. | We are pleased to hear that Sholing Junior School and Swaythling Primary School have received a Gold award from Modeshift STARS (Sustainable Travel Accreditation Scheme). The award was presented by Sam Fox, Service Lead for Infrastructure, Planning and Development for their exceptional efforts in promoting cycling, walking and scooting on the school run, resulting in a noticeable reduction in car usage around the school gates. |
| 21. | It was pleasing to note that eight young people from Southampton have completed a four-night voyage from Southampton around the South Coast on 23 April 2018, returning on 27 April. The voyage was facilitated by the Ocean Youth Trust South, with funding from Southampton City Council, which uses Adventure Under Sail as a personal development opportunity for young people aged 12-25, by taking them to sea on a 30-metre vessel <i>Prolific</i> . |
| 22. | It was great to hear the latest updates from the Children in Care Council, which included some of the fun activities the children have been involved in. In the April half term, the Junior Children in Care Council held an Easter Crafts and Sprinkles event which was enjoyed by all who took part. Additionally, the Teen Children in Care Council visited a local bowling alley where their competitive sides were put to the test. The Children in Care Council will also be meeting with Senior Management at our new Chatter that Matters group which will be held quarterly. This event is an additional opportunity for young people to express their views and have their voices heard by those that make decisions about their care. |
| 23. | We were very pleased to hear that Valentine Primary School in Sholing won 'School of the Year' in the Energise Me Awards held on 8 March 2018. It was commended for the wide range of sports activities at the school, with the judges noting the school had trained 33 Year 5 pupils to be Play Leaders so they could run activities with younger children, that the school runs a variety of after school clubs, and that "they give as many pupils as possible the opportunity to represent the school, particularly those who are disengaged". Congratulations also to Jon Flynn, Deputy Head Teacher at Swanmore Primary School, who won the Outstanding Achievement award for running 2017 miles in 2017, raising over £8,000 for a charity set up to help with the care of one of his pupils after he suffered severe injuries in a car accident. |
| 24. | It was good to see the Healthy Early Years Awards being held in the City Art Gallery in April 2018. The ceremony recognised six pre-schools who were honoured with the health award. The six Pre-Schools recognised for this award were Brambles Pre-School, Jane Cook Pre-School, Ladybirds Pre-School, Kanes Hill Pre-School, St James Nursery and Pre-School and Over the Rainbow. The awards recognise settings that have made changes to their practice and environment that promote healthy eating physical activity and good oral health. |

| | PEOPLE IN SOUTHAMPTON LIVE SAFE, HEALTHY, INDEPENDENT LIVES |
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| 25. | It was fantastic to hear that Southampton has been recognised for the work in Adult Social Care by England's Chief Social Worker for Adults, Lyn Romeo, in her annual report for 2017/18. She noted the work staff are doing to implement a strengths-based approach, and to support social workers to better help people lead independent, fulfilled lives by building on the strengths of individuals, their families and communities. |
| 26. | It was great to see staff enjoying World Social Work Day on the 20 March 2018. The event was supported by Anita Dobson and Lorna Fitzgerald, who took part in a promotional video that has been viewed over 4,000 times on YouTube and Facebook. Congratulations to Abi Hamilton and Clare Gott for organising a successful event that was enjoyed by staff across the council. |
| 27. | We were pleased to hear about the second Beds, Begging and Business Conference held on 19 April 2018, to discuss and review progress since the January conference. 'Love Southampton' showcased their Southampton Street Support website at the conference. The website coordinates services for homeless people including advice, accommodation, meals and health services. It also acts as a hub for people to offer support by donating money or their time to charity organisations who are committed to ending rough sleeping in Southampton. |
| 28. | We were pleased to hear that we have been successful in our application to receive funding from the Warm Homes Fund. The fund was set up by National Grid and Affordable Warmth Solutions. The Warm Homes Fund was set up to provide funding for the installation of affordable heating solutions in fuel poor households who do not use mains gas as their primary heating fuel. We have received a total of £439,515 in funding that will go directly to helping alleviate fuel poverty in Southampton. |
| 29. | It was great to see the launch of Care-Team in April 2018. This is a joint initiative between the Council and University of Southampton, to test innovative approaches to integrating digital solutions in Adult Social Care. Over the next three months, 50 Adult Social Care clients, their carers and care professionals will be provided with a mobile application for integrated management of their wellbeing and services. The impact and further study will be completed over a two year period. |
| 30. | We have been successful in a bid for Home Office funding to deliver projects relating to migration, which are being delivered by local agencies. These include a project to increase capacity in Southampton's Citizen Advice Service by establishing a new outreach centre which will benefit both resident and migrant communities and includes recruitment and training of recent migrants as volunteers. It will also help ongoing work to develop our intelligence about demographic change through use of a network of voluntary communicators and software. Finally, it will enable work with Women's Aid to increase and encourage the earlier reporting of domestic violence and abuse amongst recent migrants. |
| 31. | We were pleased to hear that Southampton Crematorium has donated £5,000 to 4Louis, a charity which supports families who suffer a stillbirth or neonatal death. The crematorium raised this money from their Institute of Cemetery and Crematorium Management (ICCM) recycling of metals scheme. One of the ways that the charity helps families is providing over 200 hospitals and hospices across the UK with memory boxes, so parents can capture as many memories as they can. |

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| 32. | We are looking forward to seeing Southampton DemFest, which takes place on 24 May 2018, at West Quay Esplanade. This will be the city's first ever festival for people living with dementia, and for their friends, family and carers. Information will be available at the event to raise dementia awareness, as well as over 40 organisations, singing from Thornhill Singing for the Brain Group and guest speakers, all aimed to help, support and educate people about living well with dementia. |
| 33. | We were pleased by the success of the recent 'No-idling' campaign in the city which raised awareness and encouraged drivers to switch-off their engines whilst stationary. Billboard messages and over 130 drivers and many other people were informed that by regularly turning off their engine when stationary, they can save fuel and money, and improve the quality of air in the immediate area for themselves, pedestrians, cyclists and other car users. |
| 34. | It was great to see the launch of 30 new electric vehicle charging points in council owned car parks. These are available for use in The Marlands, West Park, Grosvenor Square, Bedford Place and Eastgate car parks. The chargers are currently free to use for an introductory period. The installation of the chargers shows that the city council is fully committed to reducing air pollution from exhaust emission from vehicles in the city. |
| SOUTHAMPTON IS AN ATTRACTIVE AND MODERN CITY WHERE PEOPLE ARE PROUD TO LIVE AND WORK | |
| 35. | It was fantastic to see the ABP Southampton Marathon, Half Marathon, 10k and Children's races take place on 22 April 2018. This is the fourth year that the event has taken place, and this year has seen more entrants than ever before. Special congratulations to the winning marathon runner, Richard Waldron, from Revenue and Benefits, who completed the marathon in 2 hours and 40 minutes. Well done to everyone who took part! |
| 36. | We were pleased to see the successful launch of <i>We March On: Southampton Football Club, Then & Now</i> at Southampton's Sea City Museum. The exhibition launched on 29 March 2018, and will run until the 28 October 2018. At the official launch event, former and current players and Club dignitaries such as Matthew Le Tissier, Fraser Forster and Lawrie McMenemy were in attendance. The exhibition covers the Club's 130 year history, the highs and lows of football, and provides an insight into life at the Club through the supporters, ex-players and backroom staff. |
| 37. | <p>It is fantastic to hear that we have been awarded £1.7M from the Government to help us enhance existing cycle infrastructure and introduce new cycle routes, as part of our plan to promote active and sustainable travel and improve air quality in the city. The funding will deliver improvements to three Southampton Cycling Network routes identified in the council's Cycling Strategy, including:</p> <ul style="list-style-type: none"> • A high quality segregated Cycle Freeway and associated wayfinding along The Avenue • Delivery of an alternate route to Bitterne Road West in the east of the city • The development of a series of Quietways to give all cyclists the ability to access local services and the cycling network • Promotional and engagement work to encourage use of the infrastructure and cycling across the city and beyond. <p>This is in addition to the £2.64M awarded by the Government to work in partnership with the four boroughs in the city (First, GoSouth Coast,</p> |

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| | Wheelers and XelaBus) to upgrade all 6 non-Euro buses with technology to reduce emissions and make buses compliant in preparation for the Clean Air Zone. |
| 38. | We were pleased to see the 'Get Cycle Savvy' event take place from 19 March - 15 April 2018. My Journey Southampton shared expert advice, cycling initiatives and real stories of people in Southampton and the wider Hampshire area who have cracked their cycling confidence issues. Expert information was made available on the Cycle Savvy webpage on the My Journey Southampton website, as well as experts on hand to answer cycling question on 7 April 2018, at the Bargate in the City Centre. |
| 39. | It was pleasing to see the work of the temporary artist in residence at the Solent Showcase Gallery, Kev Munday, bringing the Stand Together Exhibition outside to all by creating colourful works of art on bins around the city centre, including Guildhall Square. Kev Munday is a Solent University alumnus, and is listed by The Daily Telegraph as one of the top five British artists to invest in. |
| 40. | Following the recent introduction of ten mixed plastic recycling points across the city, we have had a fantastic response from local residents who have asked for more mixed plastic recycling points to be made available. Southampton City Council has now installed a new bank in the car park at Sainsbury's Lordshill and an extra bank at Westridge Road car park in Portswood. There are now twelve banks at eight locations around the city where residents can recycle yoghurt pots, butter or margarine tubs, fruit and vegetable punnets, ready meal trays, takeaway packaging, tetra-pak cartons and snack tubes. |
| 41. | We are pleased to announce that through a partnership of the council working with Culture Southampton, the Chamber of Commerce, Associated British Ports, Southampton University, Solent University and the Business Improvement District, a piece of work has been commissioned to create a city brand and shared narrative that can be used to promote the city to a number of audiences. This includes potential visitors, inward investors, students and residents. An organisation called Brand Vista will be leading the work and engaging with stakeholders, and their report is expected in July 2018. |
| 42. | It was fantastic to see the designs of thirteen Townhill Park teenagers, working with SO18 Big Local, to decorate hoardings in Meggeson Avenue with a graffiti art project, creating a focal point for the local community. SO18 Big Local is a project that covers parts of Harefield, Midanbury and Townhill Park. These neighbourhoods together were awarded £1M from the Big Lottery Fund to make a lasting positive difference to the area over 10 years. |
| 43. | Southampton continues to offer a wide range of interesting, family friendly events to both residents and visitors. Many events were led, facilitated or supported by the council's Events team. As well as the ABP Southampton Marathon and the We March On exhibition referred to earlier in this report, these have included: <ul style="list-style-type: none"> • Real-hedge maze at West Quay Esplanade: 27 March – 22 April 2018. This was a magnificent 9,000 sq. ft. 2.4 metre high real hedge maze. • Southampton Common Easter Fair: 29 March – 8 April 2018. The annual Easter Fair was a successful community event for people of all ages to enjoy. |

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| | <ul style="list-style-type: none"> • Passion Retold: 30 March 2018 - a re-enactment of the Easter story as told by some of the key characters that are in the biblical account. Despite the heavy rain, the event had a good attendance! • Titanic Sinking: 106 Years Commemoration: April 2018 – this saw various commemorative events including guided walks, Family Day at SeaCity Museum, theme activities and workshops, as well as performances of <i>Titanic the Musical</i> at Southampton’s Mayflower Theatre. • Cyclist Speed Dating: 7 April 2018. Residents and visitors to the City Centre were able to try all types of different bikes, at an event aimed to encourage people to take to the streets on their bikes more often. • SIXTEEN: 14 April – 18 April 2018. An art show by Fine Art students at Southampton Solent University, held in Guildhall Square. • Vaisakhi Festival: 15 April 2018 - the Sikh New Year festival. The colourful procession started from the Singh Sabha Gurdwara, made its way through the streets of the city centre, visiting the city’s Gurdwaras. |
| | A MODERN, SUSTAINABLE COUNCIL |
| 44. | We are very pleased to hear that after the council agreed to invest up to £2.5M in a new IT system for social care, the procurement went live on 23 April 2018. Initial indications from the main suppliers are that they are keen to bid. Once bought and installed, the system will help our staff to be more productive, link more closely with NHS IT systems and help us give our clients a smoother, more joined-up care experience. |
| 45. | We were pleased to see that the first module of Business World (Agresso) went live on 1 April 2018. The e-recruitment module is on track to be launched at the end of May as planned, and workshops are well underway to consider requirements for other areas. Once fully implemented we will have a much more integrated back office (in Finance, HR, Payroll and other areas), improving processes and reducing the number of systems we use. |
| 46. | We were pleased to see the launch of the new online Housing Repair form on 10 April 2018. The new form will improve the experience of residents reporting repairs to the council, and will lead to a more streamlined process, allowing a better service to be provided to council tenants. |
| 47. | We are delighted to hear that we are continuing to support local people into council jobs and apprenticeship opportunities. Between April 2017 and March 2018, over 50% of our new starters are local residents, and we have supported numerous recruitment events and created 43 new apprentice opportunities, as well as supporting 20 work experience placements. |
| RESOURCE IMPLICATIONS | |
| <u>Capital/Revenue</u> | |
| 48. | None |
| <u>Property/Other</u> | |
| 49. | None |
| LEGAL IMPLICATIONS | |
| <u>Statutory power to undertake proposals in the report:</u> | |
| 50. | As defined in the report appropriate to each section. |

| | |
|--|---|
| <u>Other Legal Implications:</u> | |
| 51. | None |
| RISK MANAGEMENT IMPLICATIONS | |
| 52. | None |
| POLICY FRAMEWORK IMPLICATIONS | |
| 53. | None |
| KEY DECISION? | No |
| WARDS/COMMUNITIES AFFECTED: | None |
| <u>SUPPORTING DOCUMENTATION</u> | |
| Appendices | |
| 1. | None |
| Documents In Members' Rooms | |
| 1. | None |
| Equality Impact Assessment | |
| Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out | No |
| Data Protection Impact Assessment | |
| Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out | No |
| Other Background Documents | |
| Other Background documents available for inspection at: | |
| Title of Background Paper(s) | Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable) |
| None | |

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|---|---|--|--------------------|
| DECISION-MAKER: | | COUNCIL | |
| SUBJECT: | | SOUTHAMPTON CITY COUNCIL ELECTIONS 2018 | |
| DATE OF DECISION: | | 16TH May 2018 | |
| REPORT OF: | | The Returning Officer | |
| <u>CONTACT DETAILS</u> | | | |
| AUTHOR: | Name: | Marijke Elst | Tel: 023 80 |
| | E-mail: | marijke.elst@southampton.gov.uk | |
| Returning Officer | Name: | Mark Heath | Tel: 023 80 |
| | E-mail: | returning.officer@southampton.gov.uk | |
| STATEMENT OF CONFIDENTIALITY | | | |
| None | | | |
| BRIEF SUMMARY | | | |
| Report of The Returning Officer detailing the results of the 2018 City Council Elections. | | | |
| RECOMMENDATIONS: | | | |
| | (i) | To note the results of the City Council Elections 2018 | |
| REASONS FOR REPORT RECOMMENDATIONS | | | |
| 1. | To officially record the results of the City Council Elections held on 3 rd May 2018 | | |
| ALTERNATIVE OPTIONS CONSIDERED AND REJECTED | | | |
| | Not applicable | | |
| DETAIL (Including consultation carried out) | | | |
| | Elections for the City Council were held on 3 rd May 2018. There was one vacancy in each of the 16 wards and the following candidates were elected:- | | |
| | WARD | COUNCILLOR | PARTY |
| | Bargate | Sarah Bogle | Labour |
| | Bassett | Beryl Harris | Conservative |
| | Bevois | Toqeer Kataria | Labour |
| | Bitterne | Terry Streets | Conservative |
| | Bitterne Park | Robert Harwood | Conservative |
| | Coxford | Keith Morrell | Independent |
| | Freemantle | Stephen Leggett | Labour |
| | Harefield | Valerie Laurent | Conservative |
| | Millbrook | Steven Galton | Conservative |
| | Peartree | Thomas Bell | Conservative |
| | Portswood | Lisa Mitchell | Labour |

| | | | |
|---|----------------|---------------------|--------------|
| | Redbridge | Catherine McEwing | Labour |
| | Shirley | Hannah Coombs | Labour |
| | Sholing | Marley Guthrie | Conservative |
| | Swaythling | Lorna Fielker | Labour |
| | Woolston | Christopher Hammond | Labour |
| RESOURCE IMPLICATIONS | | | |
| <u>Capital/Revenue</u> | | | |
| | Not applicable | | |
| <u>Property/Other</u> | | | |
| | Not applicable | | |
| LEGAL IMPLICATIONS | | | |
| <u>Statutory power to undertake proposals in the report:</u> | | | |
| | Not applicable | | |
| <u>Other Legal Implications:</u> | | | |
| | None | | |
| RISK MANAGEMENT IMPLICATIONS | | | |
| | None | | |
| POLICY FRAMEWORK IMPLICATIONS | | | |
| | None | | |
| KEY DECISION? | No | | |
| WARDS/COMMUNITIES AFFECTED: | All | | |
| <u>SUPPORTING DOCUMENTATION</u> | | | |
| Appendices | | | |
| 1. | None | | |
| Documents In Members' Rooms | | | |
| 1. | None | | |
| Equality Impact Assessment | | | |
| Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out. | | | No |
| Data Protection Impact Assessment | | | |
| Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out. | | | No |
| Other Background Documents | | | |
| Full copies of the declarations of result are available on the Councils web site | | | |

Other Background documents available for inspection at: Elections Office, Civic Centre, Southampton.

<http://www.southampton.gov.uk/council-democracy/voting-and-elections/elections-and-referenda/previous-elections-results.aspx>

| | Title of Background Paper(s) | Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable) |
|----|------------------------------|--|
| 1. | Declarations of Result | N/A |

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|--|---|--------------------------------|---------------------------|
| DECISION-MAKER: | COUNCIL | | |
| SUBJECT: | OVERVIEW AND SCRUTINY: ANNUAL REPORT 2017/18 | | |
| DATE OF DECISION: | 16 MAY 2018 | | |
| REPORT OF: | CHAIR OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE | | |
| <u>CONTACT DETAILS</u> | | | |
| AUTHOR: | Name: | Mark Pirnie | Tel: 023 8083 3886 |
| | E-mail: | Mark.pirnie@southampton.gov.uk | |
| STATEMENT OF CONFIDENTIALITY | | | |
| None | | | |
| BRIEF SUMMARY | | | |
| <p>The Overview and Scrutiny Management Committee (OSMC) is required to submit a report summarising scrutiny activity over the past twelve months to Full Council each year. The document, attached at Appendix 1, is therefore submitted for information in accordance with paragraph 2.2.7 of the Overview and Scrutiny Procedure Rules within the Council's current constitution.</p> | | | |
| RECOMMENDATION: | | | |
| | (i) | That the report be noted. | |
| REASONS FOR REPORT RECOMMENDATIONS | | | |
| 1. | The report is submitted for information in line with the requirements of the constitution | | |
| ALTERNATIVE OPTIONS CONSIDERED AND REJECTED | | | |
| 2. | None, since the production of this report is a requirement set out in the Council's constitution. | | |
| DETAIL (Including consultation carried out) | | | |
| 3. | <p>The Council's overview and scrutiny procedure rules require an annual report to be made to Council on the overview and scrutiny function. Attached at Appendix 1 is the Overview and Scrutiny Annual Report covering the 2017/18 municipal year. It aims to provide a succinct summary of the main scrutiny activities and inquiries undertaken during the course of the year.</p> | | |
| 4. | <p>The Chairs of the OSMC, Health Overview and Scrutiny Panel (HOSP), Children and Families Scrutiny Panel (CFSP) and the Scrutiny Inquiry Panel have been consulted on the contents of the report.</p> | | |
| RESOURCE IMPLICATIONS | | | |
| <u>Capital/Revenue</u> | | | |
| 5. | None | | |

| | |
|--|--|
| <u>Property/Other</u> | |
| 6. | None |
| LEGAL IMPLICATIONS | |
| <u>Statutory power to undertake proposals in the report:</u> | |
| 7. | The duty to undertake overview and scrutiny is set out in Part 1A Section 9 of the Local Government Act 2000. |
| <u>Other Legal Implications:</u> | |
| 8. | None |
| RISK MANAGEMENT IMPLICATIONS | |
| 9. | None |
| POLICY FRAMEWORK IMPLICATIONS | |
| 10. | None |
| KEY DECISION | No |
| WARDS/COMMUNITIES AFFECTED: | None directly as a result of this report |
| <u>SUPPORTING DOCUMENTATION</u> | |
| Appendices | |
| 1. | Overview and Scrutiny Annual Report 2017/18 |
| Documents In Members' Rooms | |
| 1. | None |
| Equality Impact Assessment | |
| Do the implications/subject of the report require an Equality and Safety Impact Assessments (ESIA) to be carried out? | No |
| Data Protection Impact Assessment | |
| Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out? | No |
| Other Background Documents - Equality Impact Assessment and Other Background documents available for inspection at: | |
| Title of Background Paper(s) | Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable) |
| 1. | None |

SOUTHAMPTON CITY COUNCIL

OVERVIEW & SCRUTINY

ANNUAL REPORT 2017/18



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Chair's Introduction



Councillor Fitzhenry

Chair of the Overview & Scrutiny Management Committee – (OSMC) 2017/18

In a year when the House of Commons Housing, Communities and Local Government Select Committee undertook a review into the effectiveness of overview and scrutiny in local government and identified that performance varied considerably across councils, I am pleased to present a report that highlights a number of examples where scrutiny has made a positive difference to local decision making and outcomes for Southampton residents.

In 2017/18 the Health Overview and Scrutiny Panel has shone a spotlight on important issues such as suicide prevention and proposals to make better use of our community hospitals in Southampton; oversight by the Children and Families Scrutiny Panel has resulted in improved co-operation and information sharing between post-16 education providers in Southampton and has maintained political focus on the educational attainment of our looked after children. The Scrutiny Inquiry Panel has identified a number of actions that, if implemented effectively, could help to reduce levels of drug related litter in Southampton and improve wider outcomes associated with the consumption of narcotics. Finally, the Overview and Scrutiny Management Committee, in support of a determined campaign by service users, parents and carers, ensured that pressure was maintained on the Executive to continue to provide respite care for adults with learning disabilities from the Kentish Road site.

Scrutiny on the future of the Kentish Road Respite Service included a call-in by the OSMC of the November 2017 Cabinet decision. This was one of two decisions that were the subject of a call-in in 2017/18. The second decision that the Committee called-in was the development of an offer for children with disabilities.

As always I am grateful to members of the various scrutiny panels for their hard work and contributions throughout the year. I am also grateful to all the local groups, national organisations and individuals who have attended, made presentations and provided evidence at scrutiny meetings, and to Council officers and Cabinet Members for their attendance.

This collective effort is reflected in feedback provided by the LGA in their 2017 review of the Council:

'The Overview & Scrutiny function is making a valued and timely contribution to policy development and decision making. The Council takes the function seriously and supports councillors accordingly. The work programme is informed by the Executive Forward Plan and includes a focus on strategic challenges and pertinent issues, e.g. Drug related litter, clean air zones, and taxi licensing. There is also a focus on budget performance and progress of the transformation programme. It holds the Executive to account on important issues such as the Council's response to the Grenfell tragedy. There are some good examples of scrutiny inquiries that have informed policy thinking over the last few years – such as the review of apprenticeships and Dementia.'

This positive feedback is especially welcomed given the findings from the select committee inquiry, and, within the context of evolving and transforming public services, the critical role good governance and scrutiny can play in increasing public trust and confidence in decision-making. In times of uncertainty and change, it is important that decisions are made in a way that is transparent and holds to account those responsible for implementation.

The Purpose and Functions of Overview & Scrutiny

Decision making context

The Full Council of 48 councillors approves the policy framework which sets out the key policies and programmes for the main services provided by the Council. In February each year Council meets to set the Council Tax for the following year.

The Executive make decisions relating to services provided by the Council, except for those matters which are reserved for decision by the full Council, planning and licensing matters which are dealt with by specialist regulatory panels. The Executive is made up of a Leader, elected by Council, and his or her appointed Cabinet Members.

The Scrutiny function helps to inform the decision making process and improve the way the Council works. They assess what impact the Executive's policies and plans will have on the City and its residents.

Scrutiny is a process for:

- Holding the Cabinet, chief officers and senior members of staff to account for the discharge of its functions by examining, challenging and, if necessary requesting changes to Executive Decisions made but not yet implemented.
- Scrutinising and reviewing policies and practices within a cross-service remit, assisting in the development of such policies and practices and scrutinising policy outcomes – e.g. the implementation of strategic priorities.
- Reviewing decisions and policies made by the Executive and considering whether they are right for the City.
- Assessing the Council's performance against its planned targets and monitoring critical success factors.
- Reviewing the work of other partnerships and public sector organisations in the City, particularly the Safe City Partnership and health providers and commissioners.
- Championing issues of local concern to residents and contribute to policy development and service improvement.

Overview & Scrutiny Management Committee (OSMC)

The OSMC is a parent committee that manages the overview and scrutiny process and meets on a monthly basis. The membership of the OSMC is appointed for the municipal year at the Annual Council meeting in May.

There are a number of Scrutiny Panels that support the work of the Executive and the Council as a whole. The Scrutiny Inquiry Panel carries out a work programme of scrutiny inquiries approved by the OSMC. These arrangements allow citizens to have a greater say in Council matters by holding public inquiries into matters of local concern. These member led inquiries lead to reports and recommendations which advise the Executive and the Council as a whole on its policies, budget and service delivery.

In addition the Health Overview and Scrutiny Panel undertakes the statutory scrutiny of health and adult social care agencies in Southampton, and the Children and Families Scrutiny Panel scrutinises services for children and families in the city, including education.

The OSMC also monitors the decisions of the Executive and can 'Call-In' a decision which has been made by the Executive but not yet implemented. This enables them to consider whether the decision is appropriate.

Councillor Call for Action

Enables all councillors to refer single ward issues, or 'Local Government matters', to the OSMC.

Scrutiny Panels 2017/18

- Health Overview and Scrutiny Panel
- Children and Families Scrutiny Panel
- Scrutiny Inquiry Panel

Overview and Scrutiny Management Committee

Councillor Fitzhenry

Chair of the Overview and Scrutiny Management Committee (OSMC) - 2017/18

Committee Members (April 2018)

Councillor Moulton (Vice-Chair)

Councillor Coombs

Councillor Fuller

Councillor Furnell

Councillor Hannides

Councillor Morrell

Councillor Murphy

Councillor Whitbread

Appointed Members – Church Representatives

Mrs Catherine Hobbs

Mr Rob Sanders

In addition to the statutory scrutiny of the Safe City Partnership at which the rise in recorded crime was discussed with the Chair of the Partnership and the Police and Crime Commissioner, and the annual process for scrutinising the budget, a number of issues, due to their importance and impact on the city, made repeat visits to OSMC agendas in 2017/18.

Kentish Road Respite Service

The decision to close the respite service for adults with learning disabilities at Kentish Road understandably dominated a number of meetings of the Committee. The issue was discussed 4 times in 2017/18, including 29th November 2017 when the Cabinet decision resulted in the first use of Call-in since September 2015.

At each meeting at which Kentish Road Respite Service was considered numerous service users, parents, carers and advocates were in attendance and spoke passionately on this emotive subject. Whilst recognising that, despite the protestations of the campaigners and the detailed arguments presented to the Executive through the scrutiny process, Cabinet opted to close the respite service, the subsequent decision of Cabinet to seek to re-provide respite care for adults with learning disabilities from the site demonstrates the role that robust scrutiny, in conjunction with a resolute campaign from service users and their loved ones, can play in improving the effectiveness of decision making.

LATCo

In previous years, reflecting the nature, scale and progress of the Council's transformation programme, the Committee sought to have oversight of the entire transformation programme. Whilst the OSMC still requested occasional programme wide updates the focus in 2017/18 shifted to scrutiny of the proposals to establish a Local Authority Trading Company (LATCo) for a number of Council services.



The OSMC challenged the financial savings projected by the LATCo and the capacity of the Authority to undertake the required transformational and cultural changes within the provisional timescales. With this in mind the expectations moving forward are that this initiative, reflecting the potential financial, performance and reputational risks associated with the proposals, will return to the Committee on a regular basis in 2018/19.

Planning

Following concerns expressed to councillors, the performance of the Planning Service and the Council's approach to planning enforcement was the subject of scrutiny in 2017/18.

National targets require local authorities to determine 60% of major applications and 70% of minor and other applications within designated timescales. The Council consistently missed these targets over an 18 month period from mid-2016 to December 2017 with performance dipping to as low as 20% for minor applications in 2017.

At the April 2018 meeting the Committee, following discussions with the Leader, made a number of recommendations to the Executive, these included greater oversight of key performance information by the Planning Committee and more informed and robust enforcement activity targeted at those who consistently disregard planning legislation. The Committee look forward to receiving the Executive's response to the recommendations at the June meeting of the OSMC.

Tower Block Safety

In August, following the tragic events at Grenfell Tower in London on 14 June 2017, the OSMC considered the steps that were being taken by the Council, with Hampshire Fire and Rescue Service and the Hampshire and Isle of Wight Local Resilience Forum, to provide assurance that the Council's 20 residential high-rise buildings are safe.

The Committee welcomed the news that work to install sprinkler systems at Albion Towers, Sturminster House and Shirley Towers was underway and that the Council's intention was to install sprinkler systems in all its tower blocks. However, the OSMC challenged the Executive to accelerate the process and to re-prioritise resources to support this commitment.

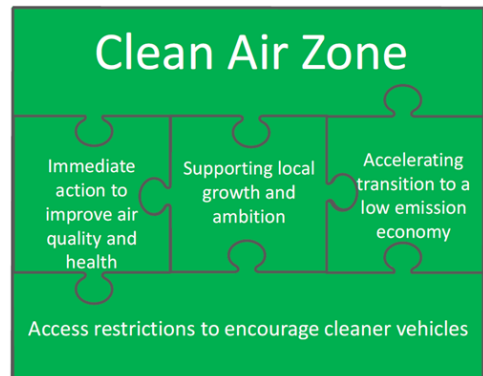
Looking ahead

The Committee will continue to challenge and monitor progress as we move towards the implementation of a mandatory Clean Air Zone in 2019. At the June meeting the OSMC is scheduled to consider the findings from the outline business case and the options appraisal that will be the subject of a 12 week stakeholder consultation process.

At the February meeting the Committee were informed that a key part of the Digital Programme for 2018/19 will be the development of a range of projects to radically upgrade, redesign and rationalise the Council's core systems. This will

include procuring a new client case management system to replace Paris; investigating options for delivering a Customer Relationship Management system and preparing to make critical decisions about the future of the Council's network, data and communications systems, including Microsoft Office and Outlook. The OSMC will be seeking to scrutinise these developments in 2018/19 and will be advocating the procurement of systems, software and hardware that effectively supports organisational transformation.

Following consideration of the issue in 2017/18 the OSMC have also committed to reviewing the impact of Alternate Weekly Collections (AWC) in 2018/19. The Committee have requested that the update report includes a comprehensive suite of performance indicators and metrics to enable comparisons to be made between the periods before and after the implementation of AWC.



Health Overview and Scrutiny Panel



Councillor Bogle

Chair of the Health Overview and Scrutiny Panel – 2017/18

Panel Members (April 2018)

Councillor White (Vice-Chair)

Councillor P Baillie

Councillor Houghton

Councillor Mintoff

Councillor Noon

Councillor Savage

Perhaps surprisingly, given the pressure that the health and adult care system is under, 2017/18 has been a relatively stable year for Southampton. Therefore, without the requirement to consider substantial variations and developments of health services, the Panel has discussed new initiatives and has also been able to study health profiles for the Southampton population, and the accompanying strategies, plans and proposals that have been developed in an attempt to reduce the levels of inequality in health outcomes that currently exist in our city.

Making better use of our Community Hospitals

Proposals to make better use of the land and buildings at the Royal South Hants Hospital and at the Western Community Hospital were considered by the HOSP. The project is essentially an exercise to consolidate and tidy up the estate of the local health service in order to make better use of sites within the city; draw together key departments; and improve customer experience.



RSH - Department of Psychiatry building (not in use)

The draft proposals include an extra care facility, key worker housing and a care home with nursing or student accommodation. The Panel broadly supported the direction of

travel for the two sites, however, it was recognised that this would be a challenging programme and the Panel have requested that we are kept informed as the programme develops.

Crisis Lounge

The Panel, at the October meeting, explored with Southern Health the lessons that have been learnt from the intense period of scrutiny following the publication of the Mazars report and the subsequent CQC inspections. In addition the HOSP were informed about a new crisis-care service based at Antelope House that is part of a programme of investment and improvement, as a result of the Mental Health Matters strategy. Called the Crisis Lounge it is a safe and supportive space for people experiencing a sudden crisis with their mental health. The service is based on similar schemes that have enabled more timely and appropriate care for people in crisis, and it represents a more suitable environment than acute hospital emergency departments for people with this type of need.

The Panel were subsequently informed that in the 6 months in which it has been operational the Crisis Lounge has helped to significantly reduce admissions to A&E by high intensity users and is now open 24 hours a day, 365 days a year.

Southampton Suicide Prevention Plan

This item came forward at the direct request of the House of Commons Health Committee who had recommended that there should be scrutiny of the implementation of local suicide prevention plans. Following scrutiny by the Panel of the Southampton Suicide Prevention Plan that was adopted by the Health and Wellbeing Board in 2016, it was noted that Southampton's figures were a cause for concern with records showing a higher than average rate locally. The Panel acknowledged the positive work that was being undertaken by Public Health, with local partners, however, it was recognised that additional resources for delivering the plan's objectives could help to improve outcomes.

Southampton Health Profiles

At the October and December meetings the HOSP explored health profiles for Southampton. Reflecting upon the population wide data provided in October the Panel decided that the December meeting would focus on child health. Our child health profile shows that the health of children in Southampton is generally worse than the England average, particularly in the following areas:

- 23.4% of children aged under 16 years live in poverty compared to an England average of 20.1%
- 22.5% children in Year 6 (aged 10-11) are classified as obese compared to an England average of 19.8%
- 78.0 per 100,000 children under 18 are admitted to hospital with alcohol specific conditions in Southampton, compared to the England rate of 36.6 per 100,000.

The Panel noted the success of early years provision and outcomes in Southampton. However, the Panel observed that attainment and health outcomes drop off as children get older. Examples of good practice within some schools in the City were referenced, particularly relating to reducing obesity, but the Panel expressed concerns that good practice is not being promoted or embedded across all schools to ensure that outcomes at all schools reflect the best performing schools.

Regular agenda items

Despite some positive developments emergency flow at University Hospital Southampton (UHS) and delayed transfers of care continue to cause concern. Reflecting Emergency Department performance this winter, and a desire to avoid mistakes being repeated next year, the HOSP have requested that the issue of winter pressures on the NHS is discussed at the first meeting of the Panel in the next municipal year. With regards to delayed transfers of care the Panel were pleased to note that improving hospital discharge outcomes will remain a priority for UHS, and the wider system, in 2018/19. Despite improvements performance in this area performance is still below desired standards.

In October the Panel considered the performance of Adult Social Care, and proposals to introduce a new target operating model. The Panel commented on the need for a change in culture within Adult Social Care to make the new approach work and this will inevitably be scrutinised by the HOSP in 2018/19.

The Panel had anticipated that proposals and initiatives generated by the Hampshire and Isle of Wight Sustainability and Transformation Plan (STP) would require significant agenda time this year. This has not been the case, reflecting the prominent role that Better Care Southampton continues to play in transforming health services in the city. It is anticipated that the Panel will continue to have oversight of the STP and Better Care Southampton in the new municipal year, as well as implementation of the Primary Care Strategy, particularly GP recruitment and retention.

Thank you to the support that officers from the Council and CCG have given to the Panel this year. I would also like to congratulate NHS providers on the progress that has been made in Southampton.

Children and Families Scrutiny Panel



Councillor Keogh

Chair of the Children and Families Scrutiny Panel – 2017/18

Panel Members (April 2018)

Councillor Taggart (Vice-Chair)
Councillor Burke
Councillor Laurent

Councillor Murphy
Councillor O’Neill
Councillor Painton

Appointed Members – Church Representatives

Mrs Catherine Hobbs

Mr Rob Sanders

In acknowledgement of the breadth of services and subjects impacting on outcomes for children and young people in Southampton the Panel has undertaken a varied programme of scrutiny in 2017/18. Safeguarding continues to be the priority for the Panel but, reflecting performance information and policy changes, the Panel has sought to extend its oversight to a wider range of issues.

Focus on Performance

The Panel continued to use monthly performance management data to scrutinise the safeguarding of children in Southampton. This focus has helped members familiarise themselves with the service area, trends, pressures and the identification of key issues for future scrutiny.

Improvement across a range of key measures has continued in 2017/18. This has provided greater stability in performance outcomes and re-assurance that, with new initiatives bedding in such as the Edge of Care Service, the MET (Missing, Exploited and Trafficked) hub and more step down support, safeguarding outcomes will continue to improve. However, whilst the performance trends are positive monthly performance data is still prone to fluctuation, reflecting the limited resilience across certain services to respond to service pressures.

The Panel will continue to hold decision makers to account to ensure that improvements are sustainable and that learning from audits and reviews is incorporated into practice.

Apprenticeships

With the introduction of the Apprenticeship Levy, new Apprenticeship Standards, and the government target of three million apprenticeships by 2020 the landscape surrounding apprenticeship training has seen numerous changes over the past few years. This has created turbulence in the sector and, in recognition of the important contribution apprenticeships make to the skills and training offer in the city, the Panel discussed the issue at meetings in June and July 2017.



The initial discussion focussed on developments in Southampton and the effectiveness of the Apprenticeship Action Plan. The July meeting provided an opportunity for the Panel to consider the Council’s approach to maximising apprenticeships within its workforce. In particular, the Panel sought to focus on the opportunities/offer for care leavers and looked after young people. The Panel expressed support for the approach and requested that appropriate performance information is collected on the provision of apprenticeships in the Council to enable the Panel to effectively challenge outcomes and track progress in 2018/19.

Education Standards

To support the Panel's role in maintaining oversight of education standards in the city the Panel has sought to challenge performance across a range of education sectors in 2017/18, from the availability of Early Years provision to Post 16 attainment.

Following consideration of the Ofsted inspection report in May 2017 the SEN/Disabilities inspection action plan was scrutinised by the Panel at the September meeting. This was followed by a discussion on the provisional 2016/17 key stage exam results in Southampton. In general results were in line with expectations and familiar concerns were expressed with regards to Key Stage 5 results and the performance of Looked After Children. The Panel's concerns prompted additional scrutiny of these issues, including a meeting dedicated to Post 16 education and training at which senior representatives from each of the state-funded Post 16 providers in Southampton were in attendance.



Educational Attainment for Looked After Children

In 2016/17 the educational attainment and progress of Southampton's Looked After Children was below the national average and statistical neighbours for a number of indicators, especially at Key Stage 4. The Panel were informed that the Virtual School, social workers, schools, foster carers and the Corporate Parenting Committee were working hard to improve the educational attainment of Looked After Children in Southampton and to close the gap between Looked After Children and their city peers.

Reflecting previous recommendations made by the Panel, the evidenced improvement in the understanding of the needs of our looked after children, and the use of technology to track performance, thereby enabling more effective, timely and targeted support, was welcomed. Clearly progress has been made supporting educational attainment for this cohort and there are positive signs for the future, however, more needs to be done to support attainment and the Panel will continue to advocate for improved outcomes for Southampton's Looked After Children.

Looking Ahead

The agendas for 2018/19 have yet to be determined but it is inevitable that the Panel will seek to re-visit a number of the issues scrutinised this year to challenge progress. For example, the proposals relating to the development of an offer for children with disabilities, commonly referred to as short breaks, were scrutinised by the Panel in November 2017. Following Cabinet approval in March 2018 the Panel will look to have oversight of the implementation of the proposals and to understand the impact they are having on outcomes for children with disabilities and their parents/carers.

A number of issues of concern that may require further scrutiny were also raised by the Independent Chair of the Local Safeguarding Children Board (LSCB) during his presentation of the LSCB's Annual Report. Despite the Independent Chair informing the Panel that he considered Southampton to be a safer place for children and young people now than when he has presented previous LSCB annual reports to the Panel he raised specific concerns, which the Panel may wish to explore in more detail next year, about awareness and understanding of neglect.

I would like to thank the representatives from Hampshire Constabulary, NHS Southampton CCG, schools and colleges in Southampton and officers from Children and Families Services for attending meetings and providing the requested reports. As I said in last year's report progress is being made and it is essential that this improvement trajectory is maintained.

Scrutiny Inquiry Panel



Councillor McEwing

Chair of the Scrutiny Inquiry Panel – 2017/18

Panel Members (April 2018)

Councillor Fuller (Vice-Chair)
Councillor Coombs
Councillor Fitzhenry

Councillor Noon
Councillor Vassiliou
Councillor Whitbread

Reducing Drug Related Litter in Southampton

Litter related to drug use can cover a range of materials including syringes, foils, swabs, spoons, plastic bottles and cans. Most urban areas in the UK, including Southampton, experience problems with drug litter. In 2016/17 there were 7,567 pieces of injecting equipment found in Southampton, including 7,037 needles.

Given the scale of the problem, the linkages to outcomes within the Southampton Drugs Strategy, and the key role councils and partners can play in reducing incidence of drug related litter, the Overview and Scrutiny Management Committee recommended 'reducing drug related litter' as an appropriate subject for a scrutiny inquiry at the August 2017 meeting.

Consultation

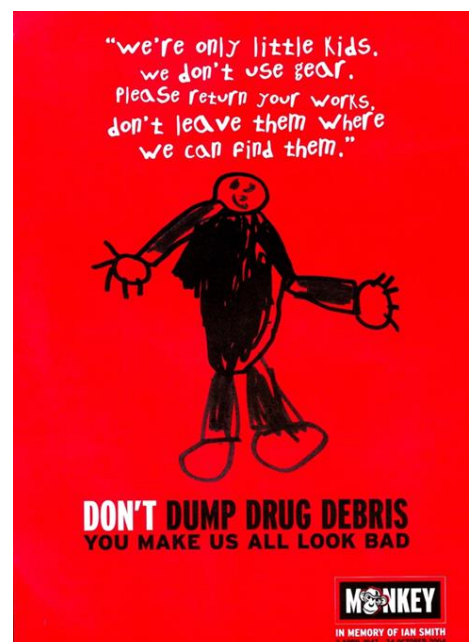
The Scrutiny Inquiry Panel undertook the inquiry over 3 evidence gathering meetings and received information from a wide variety of organisations. This included Hampshire Constabulary, health professionals, street cleansing managers, charitable and voluntary organisations, commissioners, experts in harm reduction and residents concerned about drug litter.

A visit was also made to the Southampton Needle Exchange to develop the Panel's understanding of the services being provided in the city.

Findings and conclusions

Information presented to the Inquiry Panel identified that:

- In excess of 90% of the drug litter finds are within the city centre. The largest finds are in the city centre car parks.
- In Southampton there are estimated to be 1483 opiate and/or crack users, including 636 who inject.
- The majority of the drug litter found in Southampton in 2016/17 was originally distributed from the Southampton Needle Exchange.
- Most people who inject drugs return used equipment. However, within the group of people in the city who inject drugs, the people who are disposing of equipment in the community are likely to be those with the most chaotic lifestyles and who are also some of the most vulnerable.



- Drug related litter is an issue of concern in Southampton that, despite not appearing to be as pervasive as in some other cities, is creating an element of fear, damaging the reputation of certain communities, and presents a potential health risk, particularly to the people who inject drugs and those working with people who inject drugs and clean-up drug litter.
- The position in Southampton compares favourably to some other cities partly due to the effective and proactive work of services delivered by the Council, and partners, to limit the impact and prevalence of drug litter. In particular the Panel recognise the essential role played by the City Council's cleaning staff clearing drug litter from public places.
- Many of the recommended approaches to tackling drug related litter are already being implemented in Southampton, including needle exchange services, effectively sharing information with partners and the prompt cleansing service response to finds.
- Whilst the Panel are keen to applaud the good practice being employed in Southampton they recognise that more can be done to reduce drug litter, and the impact of drug litter.
- The Panel were in agreement that it is never acceptable to dispose of drug litter irresponsibly, but we should make it as easy as possible for people who inject drugs to do the right thing with their used equipment. Reflecting this the Panel consider that the installation of discrete public sharps bins, near to locations where drug litter is a consistent problem, would have a beneficial impact on levels of drug litter in Southampton.
- The Inquiry Panel also questioned the logic of the current legal position relating to drug consumption rooms. These are professionally supervised healthcare facilities that have operated in Europe, Australia and Canada for the past three decades, where drug users can consume drugs in safer conditions. At present vulnerable people addicted to drugs collect sterile injecting equipment, leave the safe and secure environment provided by the needle exchange, and subsequently proceed to inject drugs in public places in unhygienic locations, increasing risk to users and the public. This is illogical and evidence available recognises that different approaches can produce better outcomes.

Recommendations

The final report of the Inquiry Panel contains 7 recommendations in total which, if implemented, the Panel believe will reduce drug related litter, and the impact of drug related litter in Southampton.

Cabinet

The inquiry report was presented to Cabinet in April 2018. A formal response to the recommendations from Cabinet is expected at the June or July 2018 meeting.

The final report of the Inquiry Panel can be accessed here:

<http://www.southampton.gov.uk/council-democracy/meetings/scrutiny/completed-inquiries.aspx>



Fig 1 - Examples of a sharps bin

Getting Involved

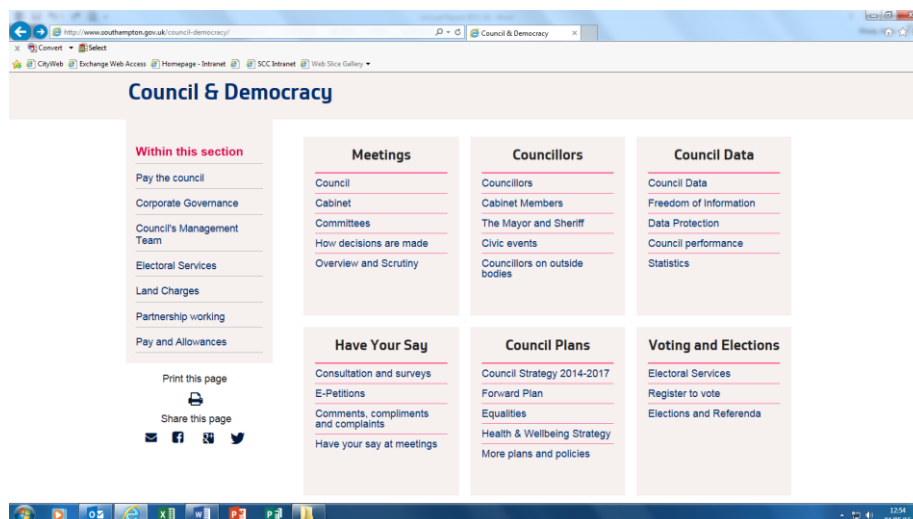
How can I get involved?

There are a number of ways in which the public and interested organisations can get involved.

- **Attend a meeting of the Overview & Scrutiny Management Committee or a Scrutiny Panel.** All scrutiny meetings are held in public and anyone is welcome to attend to listen to proceedings. Meetings are currently usually held in the Civic Centre. Only on rare occasions, when certain types of confidential information is being discussed, are members of the public not allowed to attend.
- Raise issues with your Councillor and request Overview and Scrutiny to consider as part of **Councillor Call for Action.**
- Give your feedback to inquiry meetings as part of evidence gathering.

Details of forthcoming scrutiny meetings, agendas, reports and minutes can be obtained from the City Council's website at:

<http://www.southampton.gov.uk/council-democracy/meetings/scrutiny/default.aspx>



Providing written evidence

Scrutiny inquiries can consider written evidence and members of the public, community groups, or other key stakeholders can write in to bring evidence to the attention of Inquiry Panel members. Inevitably, scrutiny inquiries have only a limited amount of time, so they may not be able to hear oral testimony from all interested people.

Written evidence provides an alternative way to receive evidence from key stakeholders, policy makers, service providers, service users and community groups. Written evidence may put forward a particular perspective of the issue being considered, or may highlight evidence to help the investigation. It can also put forward questions for witnesses which may be taken up by members of the Panel during the discussion.

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| DECISION-MAKER: | COUNCIL | | |
| SUBJECT: | OVERVIEW AND SCRUTINY: SUMMARY OF CALL-IN ACTIVITY | | |
| DATE OF DECISION: | 16 MAY 2018 | | |
| REPORT OF: | SERVICE DIRECTOR - LEGAL AND GOVERNANCE | | |
| <u>CONTACT DETAILS</u> | | | |
| AUTHOR: | Name: | Mark Pirnie | Tel: 023 8083 3886 |
| | E-mail: | Mark.pirnie@southampton.gov.uk | |
| Director | Name: | Richard Ivory | Tel: 023 8083 2794 |
| | E-mail: | Richard.ivory@southampton.gov.uk | |
| STATEMENT OF CONFIDENTIALITY | | | |
| None | | | |
| BRIEF SUMMARY | | | |
| This report provides the Council with a summary of the use of the Call-in procedure over the last six months. | | | |
| RECOMMENDATION: | | | |
| | (i) | That the report be noted. | |
| REASONS FOR REPORT RECOMMENDATIONS | | | |
| 1. | The Council's Constitution requires the use of Call-in to be reported to Council on a half yearly basis. | | |
| ALTERNATIVE OPTIONS CONSIDERED AND REJECTED | | | |
| 2. | Not applicable. | | |
| DETAIL (Including consultation carried out) | | | |
| 3. | Two executive decisions have been called-in since the previous update to Full Council on 15 November 2017. The details of the Call-ins and the outcomes resulting from the Call-In meeting are summarised in this report. | | |
| 4. | <p>CAB 17/18 19659 – Future of the Kentish Road Respite Service</p> <p>Reasons given for the Call-in:</p> <p>A failure to establish:</p> <ul style="list-style-type: none"> • Credibility relating to the financial savings upon which the decision is predicated on; • That there are suitable alternative options to Kentish Road Respite Service that meet the needs of service users. This partially reflects the limited detail available on the proposals relating to 32B Kentish Road; • The case in support of the closure of Kentish Road Respite Service on the basis that it will improve choice and outcomes for adults living with a learning disability in Southampton. | | |

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| | <p>Recommendations from the Call-in meeting:</p> <p>The Overview and Scrutiny Management Committee considered the item at its meeting on 29 November 2017. Following discussion with the Cabinet Member for Housing and Adult Care the Committee recommended that Cabinet reconsider the decision at the next decision meeting. The following points were made to be addressed by Cabinet if, at the meeting on 30th November 2017, Cabinet confirm the decision taken on 14th November 2017:</p> <ul style="list-style-type: none"> (i) That Cabinet agrees to keep Kentish Road Respite Service open whilst it undertakes a wide ranging procurement exercise for the existing site. The Cabinet then has the opportunity to move the service to the smaller annex (known as 32b) dependent upon the occupancy levels and demand following the operation of the site by the chosen provider. In addition, Cabinet works with providers to mitigate risks associated with this exercise. (ii) That effective and proactive transition plans are put in place immediately and resourced appropriately. (iii) That a detailed protocol was developed detailing the range of services to be provided at Weston Court and how usage was to be prioritised. (iv) That Cabinet reviews the processes that have been followed relating to the Kentish Road Respite Service decision and identifies any lessons that need to be learnt for any future decisions of this nature. |
| 5. | <p>At the 30 November 2107 meeting Cabinet re-confirmed their decision taken on 14 November 2017, rejected the Overview and Scrutiny Management Committee's recommendation (i) and accepted recommendations (ii) – (iv) above.</p> |
| 6. | <p>CAB 17/18 20348 – Development of an offer for children with disabilities</p> <p>Reasons given for the Call-in:</p> <p>To explore in further detail the risks and implications of the proposed new eligibility criteria on children and young people with disabilities in Southampton.</p> <p>Recommendations from the Call-in meeting:</p> <p>The Overview and Scrutiny Management Committee considered the item at its meeting on 12 April 2018. Following discussion with the Cabinet Member for Children's Social Care the Committee did not recommend that Cabinet reconsider the decision enabling the decision to be implemented without further delay.</p> |
| RESOURCE IMPLICATIONS | |
| <u>Capital/Revenue</u> | |
| 7. | None |
| <u>Property/Other</u> | |
| 8. | None |

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| LEGAL IMPLICATIONS | | |
| Statutory power to undertake proposals in the report: | | |
| 9. | The duty to undertake overview and scrutiny is set out in Part 1A Section 9 of the Local Government Act 2000. | |
| Other Legal Implications: | | |
| 10. | None | |
| RISK MANAGEMENT IMPLICATIONS | | |
| 11. | None | |
| POLICY FRAMEWORK IMPLICATIONS | | |
| 12. | None | |
| KEY DECISION | | No |
| WARDS/COMMUNITIES AFFECTED: | | None directly as a result of this report |
| <u>SUPPORTING DOCUMENTATION</u> | | |
| Appendices | | |
| 1. | None | |
| Documents In Members' Rooms | | |
| 1. | None | |
| Equality Impact Assessment | | |
| Do the implications/subject of the report require an Equality and Safety Impact Assessments (ESIA) to be carried out? | | No |
| Data Protection Impact Assessment | | |
| Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out? | | No |
| Other Background Documents - Equality Impact Assessment and Other Background documents available for inspection at: | | |
| Title of Background Paper(s) | | Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable) |
| 1. | None | |

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| DECISION-MAKER: | CABINET COUNCIL | | |
| SUBJECT: | CLEAN BUS TECHNOLOGY FUND (CBTF) | | |
| DATE OF DECISION: | 17 APRIL 2018 16 MAY 2018 | | |
| REPORT OF: | CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT | | |
| <u>CONTACT DETAILS</u> | | | |
| AUTHOR: | Name: | David Garney | Tel: 023 8083 3657 |
| | E-mail: | David.Garney@southampton.gov.uk | |
| Director | Name: | Mike Harris | Tel: 023 8083 2882 |
| | E-mail: | Mike.Harris@southampton.gov.uk | |
| STATEMENT OF CONFIDENTIALITY | | | |
| Not applicable. | | | |
| BRIEF SUMMARY | | | |
| <p>To consider the report of the Cabinet Member for Environment and Transport seeking approval for funding awarded to Southampton City Council (SCC) from the Department for Transport's (DfT) Joint Air Quality Unit (JAQU).</p> <p>SCC, in partnership with four bus companies, has secured £2,677,835 from the Government's Clean Bus Technology Fund (CBTF) to retrofit buses with technology that will reduce harmful emissions. Southampton is one of 20 cities from across the country who have won a share of a £40 million funding pot. This funding, that has been allocated by JAQU, is aimed specially at lowering emissions from older buses before the introduction of the Southampton Clean Air Zone.</p> <p>The total funding of £2,677,835 will be delivered over two financial years, £1,177,835 in 2017-2018 and £1,500,000 in 2018-2019, which will be allocated to the four Southampton bus operators as part of the contract agreement framework.</p> <p>As part of this project, there is £815,680 of match funding over the two years that has been secured from bus operators.</p> | | | |
| RECOMMENDATIONS: | | | |
| CABINET: | | | |
| | (i) | <p>SCC will administer and monitor the use of CBTF grant funding approved by Council to reimburse bus operators on receipt of invoices following the purchase and installation of the CBTF approved technology from their chosen suppliers to support the Council's commitment to reduce emissions and improve air quality within the Southampton area.</p> | |

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| COUNCIL: | | |
| | (i) | To accept funding totalling £2,677,835, awarded by the DfT for 2017/2018 and 2018/2019. |
| | (ii) | To approve expenditure of £2,677,835 by the end of 2018/19 by way of reimbursement to bus operators on receipt of invoices following the purchase and installation of CBTF approved technology from their chosen suppliers. |
| REASONS FOR REPORT RECOMMENDATIONS | | |
| 1 | SCC have been successful in securing funding to help improve the air quality in Southampton by retrofitting technology to 145 identified diesel buses to reduce harmful emissions. This is a positive initiative ahead of the introduction of the Southampton Clean Air Zone by the end of 2019. | |
| ALTERNATIVE OPTIONS CONSIDERED AND REJECTED | | |
| 2 | An option is not to approve the receipt of grant funding from the DfT. This would result in not being able to carry out the proposed project as outlined in the bid document, and therefore not contributing to the reduction of air pollution in Southampton which would be of detriment to the City. | |
| DETAIL (Including consultation carried out) | | |
| 3 | <p>What problem / opportunity is being addressed?</p> <p>The National Air Quality Plan for Nitrogen Dioxide in UK (2017) has identified Southampton as one of five UK cities, outside London, that are not expected to meet national air quality limit values by 2020. As such Southampton is mandated to establish a Clean Air Zone (CAZ) by the end of 2019. This project will form part of the SCC's Clean Air Zone Strategy and Clean Air Zone Implementation Plan (adopted in November 2016) of which the aim is to bring about compliance with the air quality objectives within the shortest possible time. At present the Council is pursuing CAZ options that could potentially include a penalty charge for non-compliant buses operating within its boundary. A recommendation of the CAZ Strategy and Implementation Plan is to introduce retrofit for buses as this is an effective mechanism for delivering direct emission reductions on a voluntary basis before the introduction of a CAZ. This CBTF funding bid addresses the priorities of the CAZ Strategy by collaborating and supporting operators to retrofit pre-Euro VI buses between now and 2019 with Selective Catalytic Reduction Technology (SCRT) and bring forward the benefits of reducing NO₂ emissions while also ensuring operators are prepared for the introduction of the CAZ. SCRT technology will achieve reductions in Particulate matter pollutants from diesel exhaust gas as well as NO₂. On official tests, harmful gasses such as Particulate Matter can be reduced by over 98%.</p> | |
| 4 | <p>Why is it important to address this?</p> <p>The bus network in Southampton is comprehensive and is experiencing passenger growth, helping to provide an attractive alternative to the private car, thereby supporting more sustainable travel patterns. In 2016/17 there were 21.2m passenger journeys in the city on a total bus fleet of 255 vehicles. Buses in the current fleet contribute typically between 3.5 and 8.5% of the NO₂ emissions by source apportionment across 9 monitored sites but rising to as high as 20% and 42% on two monitored corridors with the highest frequency bus services. Operators have advised us that by late 2018/early</p> | |

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| | <p>2019, there will be 110 Euro VI standard buses operating on routes in and into the city. This would mean that there would be 145 buses operating in Southampton that would not be CAZ compliant. This CBTF retrofit bid would bring all of these remaining 145 pre-Euro VI standard vehicles into compliance before the commencement of the Southampton CAZ in March 2019.</p> |
| 5 | <p>What's the solution being proposed?</p> <p>SCC, in partnership with four bus companies currently identified as not meeting the proposed standards, has secured £2,677,835 from the Government's CBTF to retrofit buses with technology that will reduce harmful emissions. Southampton is one of 20 cities from across the country who have won a share of a £40 million funding pot. This funding, that has been allocated by the JAQU, is aimed specially at lowering emissions from buses.</p> <p>The programme of retrofitting these older buses will commence in spring 2018 and will take approximately ten months to fully retrofit all 145 identified vehicles. The bus operators will be responsible for procuring the equipment through the accredited suppliers within the overall approved funding allocation. SCC will retain the grant funding to be allocated to operators through a contractual agreement framework. This approach has previously been adopted by SCC and the operators for the Department for Transport's Better Bus Area Fund (2012) as well as other funding streams involving the bus industry and ensures compliance with EU state aid and procurement rules.</p> |
| 6 | <p>Process</p> <p>SCC has issued a Project Inception Document (PID) to all local bus operators. This sets out the process for governance of award of CBTF funds to operators, and the financial process for claiming funding.</p> |
| 7 | <p>Monitoring and evaluation.</p> <p>SCC will need the bus operators to provide evidence to demonstrate the NO2 emissions before the installation of the SCRT technology and after the installation of the technology to determine and monitor both the reduction in emissions and the success of the programme. It is anticipated that the SCRT technology will bring the pre Euro VI buses up to the equivalent Euro VI standard. This information will be used to produce an evaluation report at the end of CBTF retrofit programme for Southampton, and will assess the effectiveness and efficiency of the initiative during and after implementation.</p> |
| RESOURCE IMPLICATIONS | |
| <u>Capital/Revenue</u> | |
| 8 | <p>Clean Bus Technology Fund Capital Grant of £1,177,835 in 2017-2018 and £1,500,000 in 2018-2019, which will be allocated to the four Southampton bus operators as part of the contract agreement framework. The total grant to SCC is £2,677,835.</p> |
| 9 | <p>As part of this project, there is £815,680 of match funding over the two years that has been secured from bus operators towards vehicle and engine refurbishments, fuel additives that reduce nitrogen dioxide emissions, driver training and fuel efficiency driver aids.</p> |

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| <u>Property/Other</u> | |
| 10 | No conflict. |
| LEGAL IMPLICATIONS | |
| <u>Statutory power to undertake proposals in the report:</u> | |
| 11 | Air Quality Management Areas (AQMA's) together with the associated emission standards and access restrictions are designated in accordance with the Environment Act 1995. Clean Air Zones (charging zones) are established in accordance with the Transport Act 2000. S.1 Localism Act 2011 (the general power of competence) allows a local authority to do anything it considers necessary or appropriate to deliver any of its statutory functions including those related to improving air quality within the City. This would include introducing grant and contract funding schemes to support modal shift and vehicle emission compliance to support the introduction of CAZ's and reduction of emissions. |
| <u>Other Legal Implications:</u> | |
| 12 | A variety of associated secondary legislation supports emission reduction and clean air zone initiatives including PPG 16 (planning policy guidance), transport and environmental legislation and regulations and guidance supporting the same. In implementing a CAZ and measures designed to improve emission standards and air quality the Council must have regard to s.149 of the Equalities Act 2010 (the public sector equality duty) to ensure the proposals put in place proactively address the need to eliminate direct and indirect discrimination (including where these have positive impacts such as improving air quality in areas where there is a high proportional of individuals having protected characteristics or where they are disproportionately affected by emission levels due to disability and health related matters etc.). In addition, the Council must ensure that the proposals have regard to the right to respect private and family life and impact on property rights etc. protected under the Human Rights Act 1998. |
| RISK MANAGEMENT IMPLICATIONS | |
| 13 | The participating bus operators are working with their chosen suppliers to install the retrofit technology to vehicles identified in their respective fleets. SCC have advised the four participating bus operators that they will need to meet the cost of any bus retrofit that is completed and that once the CBTF grant has been received from Government (in two payments one for each of the two financial years), they would then be reimbursed by SCC in arrears for the work completed.. |
| POLICY FRAMEWORK IMPLICATIONS | |
| 14 | SCC is a Local Transport Authority as prescribed in the Transport Act 2000 and the Council's relevant Policy Framework is the City of Southampton Local Transport Plan (LTP) 2011-2031. The proposals in this report are not contrary to the requirements of the Policy Framework. |

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| KEY DECISION? | Yes | |
| WARDS/COMMUNITIES AFFECTED: | All Southampton Wards and Communities | |
| <u>SUPPORTING DOCUMENTATION</u> | | |
| Appendices | | |
| 1. | Southampton City Council CBTF Bid – November 2017 | |
| 2. | Equality and Safety Impact Assessment | |
| Documents In Members' Rooms | | |
| 1. | None. | |
| Equality Impact Assessment | | |
| Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out. | | Yes/No |
| This initiative will require a light touch ESIA, as there will be positive impacts arising from reduction of emissions on those having protected characteristics, and the proposals directly impact on the natural environment. | | Yes |
| Privacy Impact Assessment – Not applicable | | |
| Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out. | | Yes/No |
| | | No |
| Other Background Documents | | |
| Other Background documents available for inspection at: Strategic Transport, Transport Policy Team, Civic Centre First Floor. | | |
| Title of Background Paper(s) | Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable) | |

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E01 Strategic alignment 20%

How does the project deliver against the objectives of the Clean Bus Technology Fund and form part of the areas wider air quality plan?

Project Description: Southampton City Council (SCC) working in partnership with the main bus operators (First Group, Bluestar, Unilink, Xelabus and Wheelers Travel) that provide bus services in Southampton to reduce local roadside NO₂ concentrations. The project will retrofit Clean Vehicle Retrofit Accreditation Scheme (CVRAS) accredited Selective Catalytic Reduction Technology (SCRT) equipment to 145 buses that currently are between Euro III and Euro V standard during 2017-18 and 2018-19. This will ensure that the vehicles achieve the desired reductions in NO₂ emissions in preparation for the implementation of the Southampton Clean Air Zone (CAZ) in March 2019. Currently there are 56 Euro VI buses operating in Southampton, with a further 52 new Euro VI buses due to be delivered by 2018. Accounting for these, the 145 buses represent all of the remaining non-Euro VI buses that will be operating in March 2019 in Southampton and the wider area via services beyond the city including those to Totton (the part of New Forest DC mentioned in the National Air Quality Plan for Nitrogen Dioxide in UK), Eastleigh and Winchester - where high concentrations of NO₂ exist in AQMAs.

Details of the buses that would be retrofitted, the Euro standard and age of the buses and routes:

The retrofit will cover 145 pre-Euro VI standard buses run on radial services into central Southampton. In total 3 Euro II buses, 52 Euro III buses, 32 Euro IV buses and 58 Euro V buses will be retrofitted. Vehicle ages of the 145 buses are as follows: 1x 1999; 1x 2000; 3x 2002; 1x 2004; 13x 2005; 15x 2006; 7x 2007; 11x 2008; 26x 2009; 2x 2010; 1x 2012; 23x 2013; 22x 2014 and 19x 2015). These buses operate on First Bus routes 2, 3, X4, X5, 6, 7, 8, 9, 11, 12 and 13; Bluestar routes 1, 2, 3, 4, 5, 6, X7, X7R, 8, 9, 11, 12, 16, 17, 18 and Quay Connect; Unilink routes U1, U2, U6, U9; Wheelers routes W1,301,302; and Xelabus route X4. Fifteen of these routes extend outside of Southampton (Totton, Eastleigh and Winchester) and improvements to the bus fleet will bring additional air quality benefits to AQMAs in these areas.

The Accredited Technology we propose to use: The scheme proposes to use SCRT retrofit technology. SCRT is an accredited technology and enables harmful emissions such as NO₂, Diesel Particulates, Carbon Monoxides and Hydrocarbons to be reduced by up to 95%. Retrofitting of SCRT has been successfully delivered for Euro II, III, IV and V diesel buses. These SCRT systems have been robustly tested and shown to meet the Euro VI equivalent designated emissions under CVRAS.

An explanation if you are submitting a bid on behalf of more than one local authority.

SCC is the sole authority for this submission, which is supported by Hampshire County Council, Eastleigh Borough Council and New Forest District Council – see their formal letters of support which are attached in the Technical/Commercial folder.

How this project fits into the area's wider air quality plan:

Southampton is the eighth most polluted city in the UK, accounting for 100 avoidable deaths each year. The National Air Quality Plan for Nitrogen Dioxide in UK (2017) has identified Southampton as one of five UK cities, outside London, that are not expected to meet national air quality limit values by 2020. As such Southampton is mandated to establish a CAZ by the end of 2019. This project will form part of the SCC's Clean Air Zone Strategy and Clean Air Zone Implementation Plan (adopted in November 2016) of which the aim is to bring about compliance with the air quality objectives within the shortest possible time. At present the Council is pursuing CAZ options that are likely to include a penalty charge for non-compliant buses operating within its boundary. A recommendation of the CAZ Strategy and Implementation Plan is to introduce retrofit for buses as this is an effective mechanism for delivering direct emission reductions. This CBTF funding bid addresses the priorities of the CAZ Strategy by collaborating and supporting operators to retrofit pre-Euro VI buses between now and 2019 with SCRT and bring forward the benefits of reducing NO₂ emissions while also ensuring operators are prepared for the introduction of the CAZ.

Alongside addressing the EU Directive exceedance, SCC has a responsibility to undertake Local Air Quality Management (LAQM) through review and assessment of monitoring data. The LAQM process has resulted in the designation of 10 Air Quality Management Areas (AQMA's) due to exceedances of the annual mean NO₂ objective. These exceedances result from road transport, therefore a programme to retrofit buses that regularly operate through these AQMA's will have a significant positive impact on concentrations. Once the 145 buses are retrofitted, the emission reductions will be immediate with this benefit subsequently resulting in reductions in NO₂ concentrations in AQMA and more widely across the city on main bus corridors.

Explanation of any other benefits beyond NO₂ reductions expected e.g. reduction in emissions of carbon dioxide (CO₂) and equivalents.

SCRT technology will achieve reductions in Particulate matter pollutants from diesel exhaust gas as well and NO₂. On official tests, harmful gasses such Particulate Matter can be reduced by over 98%.

E02 Delivering air quality benefits 20%

How does the project deliver improvements in air quality?

Demonstrate how the project will contribute to bringing local NO₂ concentrations within statutory limits¹ within the shortest possible time. Shorter timescales for compliance will be favoured.

The bus network in Southampton is comprehensive and is experiencing passenger growth, helping to provide an attractive alternative to the private car, thereby supporting more sustainable travel patterns. In 2016/17 there were 21.2m passenger journeys in the city on a total bus fleet of 255 vehicles. All of the ten designated Air Quality Management Areas (AQMAs) in the city (shown on Figure 1 in **F01 Air Quality**) have buses travelling through them. Buses in the current fleet of 255 vehicles contribute typically between 3.5 and 8.5% of the NO₂ emissions by source apportionment across 9 monitored sites but rising to as high as 20% and 42% on two monitored corridors with the highest frequency bus services*. Operators have advised us that by late 2018/ early 2019, there will be 110 Euro VI standard buses operating on routes in and into the city, based on current vehicle requirements (which are subject to change in light of operator network reviews). These Euro VI vehicles will either be purchased new or cascaded from elsewhere.

This would mean that there would be 145 buses operating in Southampton that would not be CAZ compliant. If successful, this CBTF retrofit bid would bring all of these remaining 145 pre-Euro VI standard vehicles into compliance before the commencement of the Southampton CAZ in March 2019. The programme of retrofitting would commence in mid-March 2018 and will take approximately nine months to fully retrofit the 145 identified vehicles, with the retrofit programme complete by early December 2018. As each vehicle is completed and tested we would expect there to be air quality benefits that would be realised immediately.

The accredited SCR technology identified for this provided by the suppliers we have currently identified (Eminox, HJS and Green Urban) and have been robustly tested to reduce emissions of NO_x and NO₂ by up to 99%, and particulate matter (PM_{2.5} & PM₁₀) by 95%. To ensure that local NO₂ concentrations are brought down the suppliers would undertake a full detailed survey of the buses to be retrofitted to validate the condition of the vehicles and prioritise those that the suppliers are already familiar with. A Gantt chart provided in section E03 setting out the approach to implementation.

Parts will then be ordered and a number of vehicles will be fitted with Temperature/NO_x Sensors in order to carry out in-service datalogging on the buses while they operate on their normal bus routes. Any design work or prototyping will be done during the first 6 weeks while waiting for the key components to arrive. On arrival of the parts a “First Off” system will be built and then installed on each of the different vehicle types. A post emissions measurement and system sign-off will then take place prior to finalising the timeframes for the completion of the retrofit programmes with bus operators.

The retrofit installations would take place within the four bus operators’ depot premises, with the accredited suppliers fitting SCRT technology to up to three vehicles per week. Where possible local specialists will be contracted to work with the supplier’s installation team. Local bus operators have the skills and experience to ensure they can maintain the systems well throughout the 5 years that the vehicles are expected to remain in service. Bus operators will select one of three suppliers of CVRAS Accredited Technology retrofit systems:

Eminox’s SCRT system is CVRAS approved and is capable of reducing NO_x and NO₂ by 99%, and particulate matter by 95%. It has been successfully fitted to 4,000 vehicles across Europe, including 2,000 vehicles in the UK and was used in 12 projects who have previously been successful in securing funding via the CBTF/CVTF. SCRT systems are designed for each each make and model of bus. Eminox Generation 3 catalyst technology developed by Johnson Matthey is supplied as standard with all our SCRT systems. They are designed to be highly reactive on NO₂. On a standard bus tested at Millbrook, the system can achieve NO₂ reductions of 99.5 % (for an ADL E400 Euro V)

HJS’ Real Blue SCRT system combines a CRT system with an SCR system. This system has been Millbrook tested and TfL/DfT approved for the ULEZ and CAZ’s. For Euro V vehicles tested, reductions of 99% of NO_x have been achieved. It has been successfully fitted to 3,000 vehicles across Europe including vehicles in the fleets of over five operators of TfL bus services. The Real Blue system is in compliance with TfL Euro 6 standards and will be CVRAS approved imminently.

GreenUrban’s “ecoNO_xt Generation 6” retrofit SCRT system – which combines a DPF (Diesel Particulate Filter) and DOC (Diesel Oxidation Catalyst) to reduce CO, HC and Particulate with SCR (Selective Catalytic Reduction) has been shown in Millbrook testing for a Euro 5 ADL Enviro 400 to deliver a 99.2% reduction in NO_x/NO₂, hence meeting the Euro VI equivalent designated emissions under the Clean Vehicle Retrofit Accreditation Scheme (CVRAS). The system comes complete with an ECU, Adblue Tank, pump & injector,

*For Stage 3 assessment, please refer to “F01 Air Quality” – which sets out more detail on how the Southampton CBTF retrofit project will contribute to bringing local NO₂ concentrations within statutory limits within the shortest possible time

pre/post NOx sensors, temperature/ back pressure and Load/Speed sensors to help calibrate the correct dosing within the exhaust flow. The system is expected to be CVRAS approved in the coming weeks.

Provide details of features such as on-board diagnostic (OBD) systems and the vehicles' capacity to impose a 'limp-home mode' operation, as described in the Clean Vehicle Retrofit Accreditation Scheme technical requirements.

The OBD systems provided by the three suppliers of SCRT are summarised below:

The **Eminox SCRT** system is designed to fully integrate with the vehicles' OBD and uses a Control and Diagnostics Interface (CADI). This integrates with the vehicle's OBD to actively manage SCRT systems and optimise performance. The CADI displays information on NOx reduction, Ad Blue Level & Back Pressure. Where limp mode (vehicle de-rate) is supplied on the original vehicle, the upgrade will replicate the original bus procedure. The OBD integration complies with CVRAS accreditation. There is integration with the vehicle MIL lights, Urea level and Engine derate alarms and these are displayed in the same manner as the original system. Eminox conduct extensive development and road testing to ensure every system has fully integrated OBD as designed by the OEM.

The **HJS Real Blue SCRT** system integrates fully with the vehicles original OBD systems (Euro 4/5) and the de-rate or limp home mode remains unaffected. The HJS After-treatment Control Unit (ACU) is connected via CAN-bus to the vehicles' ECU and transmits error codes to the vehicles diagnostic system. Full OBD integration is provided for all Euro 4/5 applications. For all Euro 3 applications all diagnostics and warnings are controlled by the HJS system as there is no existing after treatment system installed. As the de-rate function is not available on Euro 3 applications, the vehicle will continue to operate as normal in these circumstances.

GreenUrban's "ecoNOxt generation 6" system - has its own "On-Board Diagnostics" utilising the "engine out" and "tailpipe" NOx sensors which measures "Real-Time" NOx emissions reductions that get stored within the ECU for downloading via a Windows Friendly Software or through a Telematics Package. The system also comes with sensors to measure Adblue Level and Adblue Pressure and a visual display to warn the bus operator of the Adblue Levels which remains in the system. The sensors interface with the vehicles Can-Bus System so that if the operator fails to replenish the Adblue it will invoke a "Limp Home" Mode. Once the Adblue is replenished it is picked up by the systems ECU and normal operation/dosing will be resumed.

Provide details of the real time, or near to real time remote monitoring equipment (telematics) you propose to install and explain how tailpipe emissions will be monitored once the retrofits are complete (mandatory requirement).

Eminox – If chosen by operators, the Eminox SCRT system will be supplied with a telematics system using validated components from established telemetry system providers that will transmit real time performance data via our control and Diagnostics Interface (CADI). This allows real time monitoring of NOx, urea levels and DPF back pressure. Performance is reported by a telemetry system via a web based data reporting system. This can show that the system is operating as intended and provide maintenance and service triggers for operators. The telemetry provides detailed data tracking of tailpipe emissions by time and location.

HJS - If chosen by operators, the HJS telematics system is fully integrated with the HJS after treatment system. The HJS ACU supplies the telematics system with power and also supplies the unit with all of the system data required for transmission via the telematics unit. The telematics system uploads every 2 minutes of operation and provides the data measurements in real time via GSM on exhaust gas temperature upstream DOC [°C]; exhaust gas temperature upstream SCR [°C]; exhaust gas temperature downstream SCR [°C]; engine intake temperature [°C]; AdBlue® tank temperature [°C]; DPF Backpressure [mbar]; AdBlue® tank level [l]; NOx concentration tail pipe [ppm]; NOx concentration engine out [ppm] and NOx conversion %.

GreenUrban - If chosen by operators, the GreenUrban "ecoNOxt generation 6" system comes complete with its own OBD utilising the "engine out" and "tailpipe" NOx sensors which measures "Real-Time" NOx emissions reductions which gets stored within the ECU for downloading via a Windows Friendly Software or through a Telematics Package. The Telematics runs on the Microsoft "Azure" platform which can store up to 30 different parameters such as NOx reductions, Adblue levels/usage, Temperature, Backpressure, RPM, Date, Time, Mileage, Fuel Usage etc. The system can also be setup to measure the average daily NOx reductions being achieved in real-time. The system provides operators with on-going "Real-Time" Emissions Reporting.

For all three systems, if the temperature sensor, dosing unit, upstream NOx sensor or ACU develops a fault, then the original fault code message as used by the OE system is transmitted by the HJS ACU to the vehicles ECU. Where predetermined system operating limits are breached, text message and e-mail alerts can be created and sent to the operator. This can then be looked into by technicians.

E03 Deliverability 20%

How will you ensure that the project delivers its objectives to time and budget?

You must include detail of an expression of interest from one or more bus operator.

We have developed this bid in partnership with the main operators in Southampton – First Hampshire Dorset & Berkshire, Bluestar, Unilink, Wheelers and Xelabus. The operators are continuing to invest in new Euro VI vehicles and have provided full details of their fleet composition (accounting for operational movements and capital expenditure) and their commercial arrangements with preferred suppliers of SCRT retrofit technologies. See the appended letters of support from operators in the Technical/ Commercial folder.

Detail of discussions with technology providers & reasons for chosen Accredited Technology.

We have had discussions with James Thorpe UK Sales Manager at EminoX, Mark Cooper, UK Sales Manager at HJS and Alan Barnard, Sales Manager at GreenUrban to understand their respective SCRT retrofit technology systems and their performance in reducing NO₂. Our reasons for choosing to work with these three suppliers are set out below:

EminoX

- Have already secured CVRAS accreditation for their SCRT system
- Strong performance and track record in delivery of retrofit programmes
- Offer SCRT training and diagnostic support for operators
- Have experience of servicing fleets and offer annual maintenance package post-retrofit
- Offer filters exchange and reconditioning
- Fleet of Mobile Technicians and fully trained sub-contractors with stocked vans
- Fitting of SCRT system will be delivered by EminoX led engineering teams

HJS:

- Are well-advanced in the process of securing CVRAS accreditation for their SCRT system – expected to be secured by mid-November 2017
- Are also one of the approved suppliers for the TfL project involving 6,000 buses)
- Over 800 SCRT installations completed in the UK, 3,000 in Europe
- Several common applications for particular vehicle types designed and ready to go
- Several Millbrook test results available
- Have commercial relationships with large operators in the UK who run services in Southampton
- Long term in service testing successfully completed for TfL

GreenUrban:

- Are well-advanced in the process of securing CVRAS accreditation for their SCRT system
- Have already undertaken the accredited “Revised LUB Test Cycle” at Millbrook and demonstrated that they can easily meet the required emissions standards
- Have already demonstrated in other cities on previous Clean Bus/Technology Funded programs that they can complete similar projects on time and within budget and were also selected recently to supply the largest project outside of London which was supply and installation of SCRT systems to Birmingham’s “National Express West Midlands” fleet of 210 double deck buses within a 6-month timeframe with fits at the operator’s depots outside of normal working hours
- Can provide on-going “Real-Time” Emissions Reporting
- Can provide an in-service R & M package throughout the life of the program
- Offer a standard parts & labour warranty for 3 years with an option for extended 2-year warranty to cover the 5 year period that the buses are required to remain in service after being retrofitted.

An explanation of the procurement process the local authority will undertake to award any necessary contracts.

If SCC is successful, it will issue a Project Inception Document (PID) to all local bus operators. This will set out the process for governance of award of CBTF funds to operators, the financial process.

The bus operators will be responsible for procuring the equipment through the accredited suppliers. This route has been chosen as it will make best use of the operators understanding of the technology, market, and their requirements can be tailored to their own needs subject to compliance with national procurement legislation. SCC will retain the grant funding to be allocated to operators through a contractual agreement framework. This approach has previously been adopted by SCC and the operators for the DfT’s Better Bus Area Fund (2012) as well as other funding streams involving the bus industry and ensures compliance with EU state aid and procurement rules. The process will be:

- Step 1 - Issue a ‘call’ for bids to bus operators
- Step 2 Bids received with costings / quotes / operator contribution
- Step 3 Decision made on bids
- Step 4 Letter issued confirming allocation to operator(s)
- Step 5 Operator(s) sign and return the Grant Award Letter

- Step 6 Project delivered by operator(s)
- Step 7 Claims submitted to SCC by bus operator(s)
- Step 8 Claims paid by SCC
- Step 9 Operators complete monitoring forms on as per the grant award letter terms.

Regarding Step 5, above, operators are required to confirm their compliance with the grant conditions by signing and returning to SCC a copy of the Grant Award Letter.

Following the initial call for bids, the outputs (number of units delivered) and remaining budget will be reviewed. This may result in subsequent 'calls' in accordance with the steps outlined above. The key issue will be to maximise the delivery of SCRT retrofits (in terms of fleet coverage), whilst ensuring a consistent and quality service from the each operator and their retrofit equipment suppliers. Clear processes for ensuring this will be set out in the grant agreements made by SCC with each operator.

Detail of the state aid advice received (mandatory requirement) and, if appropriate, details of how you will ensure agreements to implement the project will comply with EU State Aid rules and enable you to recover any grant which is deemed to be unlawful State Aid.

We have received the following advice regarding state aid:

CBTF funding awarded must be spent in accordance with State Aid rules. State Aid arises where:

- I. funding is provided from state resources (including grants from central or local government etc or subsidised services), AND
- II. the funding / measures favour certain undertakings or operators etc, AND
- III. the measure / funding has the potential to distort competition, AND
- IV. the measure / funding could affect trade between member States.

All four elements must be in place for unlawful State Aid to be present. In order to mitigate against unlawful State Aid arising there are a number of measures that can be relied upon, including use of competition to award funding and use of De Minimus provisions where appropriate.

To remove the State Aid risks, the introduction of an element of competition with the bidding process for funds is required, in a way that ensures all undertakings have equal access to funding (regardless of whether they are local, national or international undertakings). This will remove II) and III) above. Competition and bidding arrangements must be fair, transparent and genuine.

There is the power to provide funding that would otherwise amount to State Aid through the De-Minimus process, which can assist in relation to supporting some smaller, locally based undertakings. This applies where an operator has received aid in the current year and previous two financial years that amounts to no more than €200,000 (the limit for transport related undertakings). That must encompass ALL state funding from ANY source over the three year rolling period so any company that receives subsidies or other grant funding from other state sources will need to be carefully audited to ensure they meet De-Minimus levels and the limits apply to the whole registered company (not just the locally based arm of it). However, given the level of annual BSOG payments, it is unlikely this will apply locally, other than for the very smallest operators.

Any mechanisms for awarding funding to operators will need to be designed and implemented to meet the above restrictions in relation to any funding that is used to enhance third party / private sector commercial or subsidised vehicles in any way.

Confirm ability to provide quarterly reports, attend review meeting and provide a final report by 30th September 2019.

The three potential suppliers which bus operators would choose to appoint from have confirmed to us that they can provide the required quarterly reports to local bus operators. Operators will then provide this information to Southampton City Council. The process for provision of reports by operators will be clearly set out through the grant agreement and reported through the mechanisms stated in this agreement. Suppliers would be able to supply data to operators to meet the requirements of the CBTF program in a final report at the end of September 2019.

A clear project plan in the form of a Gantt chart showing the milestones, dependencies and outcomes. This will include the submission of quarterly reports.

| | Duration | Jan-18 | Feb-18 | Mar-18 | Apr-18 | May-18 | Jun-18 | Jul-18 | Aug-18 | Sep-18 | Oct-18 | Nov-18 | Dec-18 | Jan-18 |
|-------------------------------|------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| CBTF funding award | 1 day (Fri 5 Jan) | ◆ | | | | | | | | | | | | |
| Call for bids to operators | 1 day (Mon 8 Jan) | ◆ | | | | | | | | | | | | |
| Operators submit bids | 1 day (Fri 12 Jan) | ◆ | | | | | | | | | | | | |
| SCC assesses bids | 2 days (by Tue 16 Jan) | ■ | | | | | | | | | | | | |
| Operators told outcome | 1 day (Wed 17 Jan) | ◆ | | | | | | | | | | | | |
| Operators notify suppliers | 1 day (Fri 19 Jan) | ◆ | | | | | | | | | | | | |
| Suppliers check vehicles | 1 week (by Fri 26 Jan) | ■ | | | | | | | | | | | | |
| Suppliers order parts | 6-8 weeks | | ■ | ■ | ■ | | | | | | | | | |
| Design work new types | 6-8weeks | | ■ | ■ | ■ | | | | | | | | | |
| Agree access to vehicles | 2 weeks | | | ■ | ■ | | | | | | | | | |
| 1st stage of retrofits (x40) | 9.5 weeks | | | | ■ | ■ | ■ | ■ | | | | | | |
| First Quarterly Report | 1 day (by 5 Apr) | | | | ◆ | | | | | | | | | |
| Prototyping for new vehicle | 2 weeks | | | | ■ | ■ | | | | | | | | |
| Testing of telematics | 4 weeks | | | | | ■ | ■ | ■ | ■ | | | | | |
| Second quarterly report | 1 day (by 5 July) | | | | | | | ◆ | | | | | | |
| 2nd stage of retrofits (x117) | 24 weeks | | | | | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Driver training/ driver aids | 8 weeks | | ■ | ■ | | | | | | ■ | ■ | ■ | | |
| 3rd quarterly report | 1 day (by 5 Oct) | | | | | | | | | | ◆ | | | |
| Testing of telematics | 14 weeks | | | | | | | | | ■ | ■ | ■ | ■ | ■ |
| Refurbs of buses | 14 weeks | | | | | | | | | | | ■ | ■ | ■ |
| 4th quarterly report | 1 day (by 5 Jan) | | | | | | | | | | | | | ◆ |
| Monitoring & evaluation | Ongoing | | | | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |

Confirm there is committed resource for delivery of the project

Project Management Resource - The project will be managed by SCC through our Sustainable City Team, which is led by Neil Tuck. The Senior Responsible Officers (SROs) are Mike Harris, Service Director – Growth and Mitch Sanders, Service Director - Transactions. To ensure that the project is delivered to time and budget it will report to the existing Clean Air Board, chaired by Cllr Hammond Cabinet Member for Sustainable Living, and the Strategic Bus Punctuality Taskforce Board, attended by representatives from each operator and chaired by Cllr Rayment, Cabinet Member for Environment & Transport.

Retrofitting resource - Each of the suppliers have their own specialist team of installers are comprised of several teams of OE trained bus and coach technicians who each have extensive experience in the installation of emission abatement systems. They also have arrangements in part with suitably qualified third party installers who have experience of retrofit for a range of vehicle types. These teams have successfully installed over several hundred SCRT systems in London and other UK cities. Their teams of technicians have been accredited by VOSA in the existing London Low Emission Zone introduced in 2012 who can undertake the installation work in full or work together with an accredited third-party installer. All installs will be quality checked by team leaders. Each supplier has experience in project management of delivery of retrofits. Some suppliers have retrofit commitments in London that area currently underway, there is capacity to deliver retrofits as part of this bid in February and March 2018 and over the period from April to November.

An assessment of the main risks to the successful delivery of the project

| Main Risks | How risk will be mitigated against |
|--|--|
| <i>Business failure of installation partner</i> | the suppliers can provide several installation options |
| <i>Breakdown of relationship with installer</i> | suppliers can provide trained alternatives on standby |
| <i>Delays to project</i> | SCC, operators and suppliers will provide an experienced project management team to mitigate impact |
| <i>Loss of key members of staff involved with retrofitting</i> | suppliers can provide other trained technicians and will ensure multiple technicians are trained for standby |
| <i>System installation errors</i> | ensure installations are signed off by team leader and operator Poor vehicle pre condition ahead of installations – suppliers will carry out vehicle pre checks circa two weeks in advance of fitment |
| <i>Poor relationship with operator</i> | supplier is able to provide team leader on site to manage relationship and handle issues |
| <i>Changes to project</i> | the suppliers would implement change management procedure |
| <i>Vehicle availability</i> | suppliers would conduct project meetings with operator staff prior to project kick off |

| | |
|---|--|
| Changes to vehicle layout (on the same make/model retrofit application) | suppliers would carry out pre install checks across vehicles, minor changes can be completed on site |
|---|--|

E04 Value for money 20%

How will the project deliver value for public money?

Clearly state the amount of funding requested from the Authority in 2017/18 and in 2018/19.

SCC is requesting £2,677,835 from the CBTF (including VAT) with match funding of £815,680.

| Year | 2017/18 (£) | 2018/19 (£) | Total for 2017/18-2018/19 |
|---------------------------|-------------|-------------|---------------------------|
| CBTF capital grant sought | 700,000 | 1,997,835 | 2,677,835 |
| Local Match Funding | 82,840 | 732,840 | 815,680 |
| Total | 782,840 | 2,710,675 | 3,493,515 |

Provide a breakdown of the costs of the project and an explanation of how the costs have been calculated.

The £2,677,835 of CBTF funding sought would cover the cost of manufacture, fitting, monitoring equipment and 5 year warranties for accredited SCRT technology systems for the 145 buses. These have been calculated based on quotations operators have received from the suppliers of retrofit systems for specific vehicle types.

Cost breakdown of SCRT technology manufacture and install:

| No of buses | Make/ Model | Engine | Euro Strd | Operator | Retrofit system | Cost per bus £ | Total Cost £ |
|-------------|---|-----------------------|-----------|----------|---|----------------|--------------|
| 30 | Wrightbus StreetLite midi single decker | Cummins 6l | V | First | Eminox /HJS /Greenurban SCRT | 14,335 | 430,050 |
| 21 | Volvo B7 RLE Wrightbus single decker | | IV | First | | 14,335 | 301,035 |
| 4 | Volvo B70L Wrightbus single decker | | III | First | | 14,335 | 57,340 |
| 10 | ADL Trident double decker | | III | First | | 14,335 | 143,350 |
| 34 | Mercedes 0530N Citaro single decker | OM906hLA 6.4l | III | Bluestar | GreenUrban ecoNOxt SCRT (Adblue) System | 14,335 | 487,390 |
| 1 | Optare Excel 2 Single decker | OM906hLA 6.4l | III | Bluestar | | 14,335 | 14,335 |
| 21 | ADL Enviro 400 Double Decker | Cummins ISBe6 6.7l | V | Bluestar | | 15,192 | 319,032 |
| 12 | Scania CN230UD OmniCity Double Decker | DC916 8.9l | V | Bluestar | | 15,192 | 182,304 |
| 2 | DAF SB120 Cadet ISBe4 Single Decker | Cummins B series 3.9l | III | Bluestar | | 13,327 | 26,654 |
| 3 | Volvo B7TL Enviro 400 Double Decker | Volvo D7C 7.3l | II/ III | Bluestar | | 14,335 | 43,005 |
| 1 | ADL Dart Nimbus Single Decker | Cummins ISBe6 5.9 Ltr | II | Bluestar | | 13,327 | 13,327 |
| 4 | Scania N230UD East Lancs Double Decker | | IV | Wheelers | Eminox /HJS /Greenurban SCRT | 15,192 | 60,768 |
| 2 | Volvo B7RLE Wrightbus Single Decker | | V | Xelabus | | 14,335 | 28,670 |
| 145 | | | | | Total = | | 2,107,260 |

Cost of monitoring equipment and warranties: In addition to the SCRT systems themselves, CBTF grant is sought for monitoring equipment and extended 5 year warranties for all 145 vehicles. These further SCRT-related costs total £570,575 including VAT. This works out at £3,935 per bus, broken down as follows:

Cost of £708 per bus x145 of installing the telematics package (Total = £102,660).

Cost of £1,200 per bus x 145 of providing real time data feeds to meet CVRAS requirements (Total = £174,000)

Cost of £2,027 per bus x145 of upgrading standard 2 year manufacturer’s warranty to 5 years (Total = £293,915)

Therefore the total cost of all SCRT systems, telematics, data feeds and warranties is £2,677,835

Explain why particular technologies are being chosen to give maximum value and why others have been considered, but not chosen.

The project of retrofitting existing older vehicles with the accredited NOx Abatement SCRT Technology to upgrade them in line with Euro 6 emissions levels is deemed to be extremely cost effective and timely. For any of the three suppliers SCRT systems, this represents very good value for money you can retrofit at least 15 vehicles for the cost of one new Euro 6 vehicle.

SCRT was chosen above any other technology because it was the only one that can meet the requirements of the CVRAS issued by DEFRA/LowCVP.

Operators consider that there is a strong air quality case for utilising CBTF funding to meet the costs of installing e-fan technology because this will mitigate against increases in CO2 emissions that would otherwise arise from retrofitting pre-Euro VI fleets with SCRT systems. Utilising CBTF funding in this complimentary measure, will also help to improve mpg and address the expected reduction of mpg for operators resulting from the retrofitting of SCRT systems.

Detail how value for money will be incorporated into procurement processes.

From discussions with operators and suppliers, the City Council has a clear understanding of the average costs of retrofit systems. If quotes for retrofit work received from suppliers are higher than these benchmark costs, we will ask for clarification from bus operators as to the reasons for the higher costs (i.e. supplier has not already developed retrofit systems for a particular bus vehicle type – so extra prototyping costs incurred). Bus operators would carry the risk of any increases in unit costs for SCRT and monitoring equipment.

Disclose the amount of any additional funding being provided from other sources towards the project.

As part of this project, there is £815,680 of match funding over the two years that has been secured from bus operators.

| Year | 2017/18 | 2018/19 | Total for 17/18-18/19 |
|--------------------------------|---------------|----------------|-----------------------|
| Driver training | 40,000 | 40,000 | 80,000 |
| Vehicle/ engine refurbishments | 30,000 | 680,000 | 710,000 |
| Driver green aids | 12,840 | 12,840 | 25,680 |
| Total | 82,840 | 732,840 | 815,680 |

Give assurance that the retrofitted buses will remain in service in the area for 5 years or 150,000 miles, whichever is earliest.

We confirm from our discussions with all of the local bus operators that this will be the case, and is backed up in the letters of support attached in the Technical/ Commercial folder. This will be a condition of all grants awarded to operators for retrofit technology. Vehicles that would not remain in service for five years have been excluded, and these would be replaced by Euro VI buses.

Assurance processes to ensure the funds are spent in a correct, transparent and effective way

The project will be managed by SCC through our Sustainable City Team, which is led by Neil Tuck. The Senior Responsible Officers (SROs) are Mike Harris, Service Director – Growth and Mitch Sanders, Service Director - Transactions. To ensure that the Southampton accredited SCRT bus retrofit project is delivered to budget it will report to the existing Clean Air Board, chaired by Cllr Hammond Cabinet Member for Sustainable Living, and the Strategic Bus Punctuality Taskforce Board, attended by representatives from each operator and chaired by Cllr Rayment Cabinet Member for Environment & Transport.

The assurance process to ensure that funds are spent in a correct and effective way is summarized below:

Southampton City Council requires the following in respect of funding claims by the local bus operators:

- In advance of providing funding, SCC will need to see quotes for work from each operator.
- Claims for vehicle retrofit work will be paid in arrears, upon receipt of invoices from bus operators.
- A project claim form will need to be signed by the bus operator and Southampton City Council for each claim. The form will ask for claims to be identified as capital and for which project component (e.g. SCRT technology supply and fitting/ telematics package costs/ e-fan supply and fitting).
- Each project claim form should be accompanied by an invoice to Southampton City Council for the amount being claimed. The invoice should set out what has been purchased and that it is for application on buses operating in Southampton. Copy invoices paid by operators to their suppliers which support the claim in full should be attached. Southampton City Council will refund costs including VAT (where an operator is not VAT registered).

F01 Air Quality 20%

As set out in clause 5 of Section 1 of this ITA, if there is insufficient funding available to fund all successful applications at stage 2 the successful applications will be further assessed for their air quality benefits to ensure optimal support towards the objectives of the fund.

A score out of 100 (see page 17) will be given to each bid against the following requirement:

- Applicants are to demonstrate how significant the project will be to bringing local NO₂ concentrations within statutory limits within the shortest possible time

Higher scores will be awarded: where the project will deliver a greater portion of the necessary reductions in NO₂; where it is clear how the project fits into a wider air quality compliance plan for the area; and where the reductions will be delivered in a short timescale.

That score will be added to the scores from the stage 2 and the applications will be ranked. Grants will be awarded to the highest-ranking applications until the fund is exhausted.

Grant Applicants should submit all the information requested in this question in the Online Commercial envelope.

How this project fits into the area's wider air quality plan:

Strategic – Wider Council policy support; EU Directive and CAZ/Supporting Measures

The **Southampton City Strategy** sets four outcomes to achieve. One of these is that “People in Southampton live safe, healthy, independent lives”. One of the priorities to achieve is to improve air quality.

The **Southampton Local Transport Plan 2011-2031** provides the local policy framework for transport in the city. On a cross-boundary basis jointly agreed with neighbouring local authorities, Policy E seeks to deliver improvements in air quality through Air Quality Action Plans and promotion of cleaner, greener vehicle technologies. At the city level, Policy SO6 seeks to achieve improved air quality and environment, and reduced greenhouse gas emissions.

The four key priorities set out in the **Clean Air Strategy for Southampton** are: Improve air quality in the city, support businesses and organisations, collaborate with communities and residents and promoting sustainability. At present, the preferred option for introducing a CAZ to Southampton is a Class B that is citywide. This means that non-compliant buses (pre-Euro VI) will be required to pay a daily penalty charge. The extent of the Clean Air Zone has yet to be confirmed, but is likely to be either covering the whole city administrative area or the city centre.

If successful, this CBTF funding bid will address these four key priorities by collaborating with and supporting all the local bus operators to retrofit pre-Euro VI buses between now and 2019 with SCRT technology and bring forward the benefits of reducing NO₂ emissions while also ensuring operators are prepared for the introduction of the CAZ in 2019.

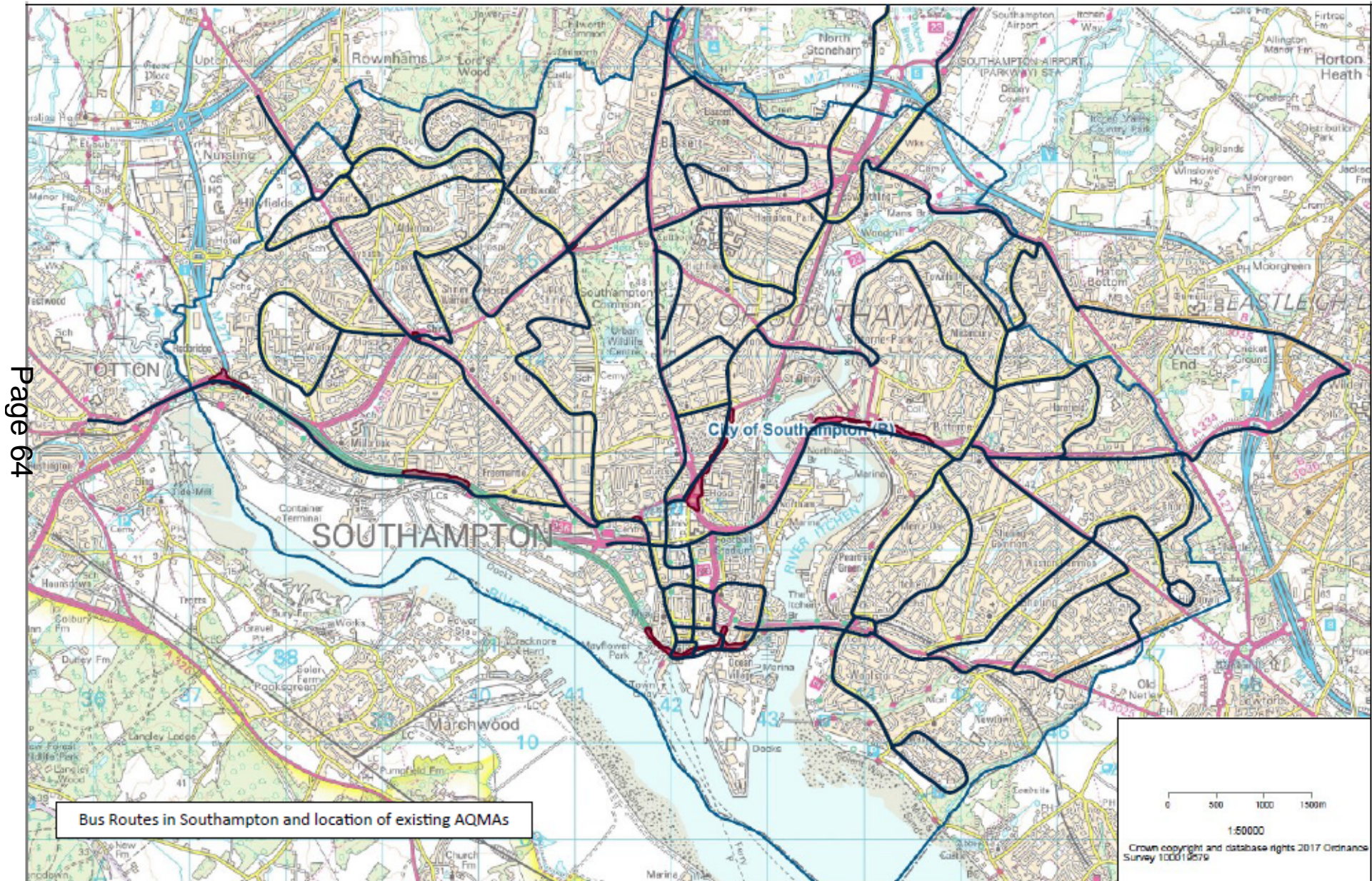
As well as planning for the mandated penalty charging system by 2019, the **Clean Air Zone Strategy and Implementation Plan** includes a package of measures to support the CAZ and deliver further improvements in air quality which were identified following an assessment of the options by independent consultants (Ricardo and Low Emission Strategies 2014). This package was developed following extensive stakeholder engagement, air quality modelling, cost benefit analysis and assessment to gauge deliverability. One of the key recommendations of the CAZ Strategy and Implementation Plan is to introduce retrofit for buses. This was recognised as being an effective mechanism for promoting change amongst local stakeholders. A further recommendation was anti-idling enforcement for buses, retrofit technology. SCC will be encouraging operators to consider installing stop-start technology on appropriate vehicle types.

The project will deliver a greater portion of the necessary reductions in NO₂

Figure 1 shows a map of the bus routes operating within the Southampton City Council administrative area and the AQMAs within the city (marked in red). Routes (shown in black) continue north to Eastleigh and Winchester, north east to Hedge End, east to Hamble and Fareham and north west to Salisbury and west to Totton, Marchwood, Hythe and towns in the New Forest

Based on the Low Carbon Vehicle Partnership Clean Bus/Vehicle Technology Fund Evaluation Study findings, SCR retrofit of Euro III, IV and V buses demonstrated NO_x emission reduction up to 99%, 97 and 98%, respectively and the report also concludes that excellent conformity between lab and “in service” reductions is demonstrated. These findings, and the fact that the majority of buses that are being proposed under this scheme are Euro III, IV and V provides confidence that this proposal will deliver NO_x emissions reductions.

Figure 1: Map showing the bus network in Southampton and locations of AQMAs



To understand the scale of contribution buses have to emissions in Southampton, simple emissions source apportionment based on the DfT's 2016 traffic count data and the Emissions Factor Toolkit v8.0 are summarised in Table 1, where it is evident that contribution of buses and coaches to total NO_x emissions (g/km) ranges from 3% up to 38% and PM₁₀ contribution ranges from 2% to 24%. The final column of Table 1 puts the emissions reductions into context with the air quality monitoring data for 2016 (provisional data only). Assumptions and uncertainty include using DfT count points as close to AQMA's, assuming speed limit speeds (kph), estimating journeys based on timetables published on operator webpages and on information of routes and buses provided by operators or published online.

Analysis of a DfT count point location on Shirley High Street close to the Romsey Road AQMA shows that buses and coaches contributed 38% to NO_x emissions (g/km) from road vehicles. According to bus timetables, there is approximately 500 trips by CBTF scheme targeted routes through the Romsey Road AQMA, which has a 2016 maximum monitored annual mean NO₂ of 43 µg/m³ (just north of Shirley High Street Count Point). Retrofitting these buses with technology capable of up to 99% reductions in NO_x and NO₂ emissions will result in an immediate step change in emissions. It is therefore feasible that targeting this significant source of emissions could bring about compliance in a short time, limited only by how quickly the retrofit technologies can be installed.

The simple source apportionment also identifies that at AQMA's the Bitterne Road West AQMA (2016 maximum annual mean NO₂ result - 43 µg/m³) estimated NO_x emissions contribution from buses and coaches is 17%. This retrofit scheme will potentially reduce NO_x emissions by 99% on ~236 trips through this AQMA, significantly reducing the bus and coach contribution while also reducing overall concentrations. Furthermore, source apportionment undertaken as part of the Western Approach AQMA air quality assessment (2014) indicates that % of total modelled NO_x from buses ranges from 2.2% up to 13.3% at NO₂ monitoring locations along this AQMA. This particular section of road was identified as an area in exceedance of the EU Air Quality Directive limits. This scheme proposes to retrofit buses that undertake approximately 260 timetabled journeys through this area, likely a significant portion of all movements contributing to total modelled NO_x on this route.

All potential routes identified so far by bus operators as suitable for this scheme travel through at least one AQMA, with many routes operating through two or three AQMA's (see table 1). It is therefore expected that improvements will be citywide, addressing both LAQM and Air Quality Directive exceedances. There are also wider benefits where routes are through AQMA's of neighbouring authorities. In particular, the Eastleigh Borough Council A335 Southampton Road AQMA sees regular movements from Bluestar and UniLink buses from the depot, located north of the AQMA in Chickenhall Lane, to the city Centre. There are also routes with stops located along this section of the AQMA. The Bluestar 1 route also terminates in Winchester City centre, also an AQMA, while many Bluestar routes operate through the New Forest District Council EU Air Quality Directive exceedance on the Redbridge Causeway and Bluestar 6 extends to the Lyndhurst AQMA. At present, retrofit technology is the most feasible and immediate method by which emissions reductions from buses can be made. Collaborating with operators to retrofit avoids the limited fleet upgrade to CAZ compliant diesels (Euro VI) with air quality benefits plateauing beyond 2019/2020, whereas the proposal for retrofit along with engine remapping, the potential for start stop technology and monitoring to feedback and influence driver behaviour will deliver improvements beyond CAZ compliant diesels. Furthermore, the accreditation of proposed technologies ensures that if successful, the project will deliver the reductions in emissions required. Other measures influence the contribution of buses to air quality including the introduction of bus lanes has been explored and implemented where feasible and the Council continues to work with operators within the Quality Bus Partnership framework as other methods to deliver improvements.

Table 1: Bus Route and AQMA Information

| AQMA | Proposed routes through AQMA | Approximate Trips by Routes (Average per day Mon-Sun) | Approximate Buses and Coaches Source Apportionment (% of total road transport NO _x emissions g/km using EFT v8.0 and nearby DfT Count Points) | Approximate Buses and Coaches Source Apportionment (% of total road transport PM ₁₀ emissions g/km using EFT v8.0 and nearby DfT Count Points) | Approximate Buses and Coaches Source Apportionment (% of total road transport PM _{2.5} emissions g/km using EFT v8.0 and nearby DfT Count Points) | AQMA Max 2016 Annual Mean NO ₂ (µg/m ³) |
|---|-------------------------------------|---|--|---|--|--|
| Redbridge/ Millbrook (SCC PCM Area of Exceedance) | BS6, BSX7(+R), BS8, BS9, BS11, BS12 | 263 | CP56347 Millbrook Rd West = 5.1% | CP56347 Millbrook Rd West = 3.0% | CP56347 Millbrook Rd West = 3.2% | 52 |
| | | | CP6368 Near School = 3.0% | CP6368 Near School = 1.8% | CP6368 Near School = 1.9% | |
| | | | CP73615 Causeway = 3.3% | CP73615 Causeway = 2.0% | CP73615 Causeway = 2.1% | |
| Romsey Road | F2, F3, BS4, BS17, BS18 | 513 | CP7580 Shirley High St = 38.4% | CP7580 Shirley High St = 24.3% | CP7580 Shirley High St = 25.6% | 43 |
| Winchester Road | U6, X11 | 94 | CP56347 Winchester Rd = 16.0% | CP56347 Winchester Rd = 9.0% | CP56347 Winchester Rd = 9.7% | 31 |
| Burgess Road | U9 | 2 | No representative count point | No representative count point | No representative count point | 47 |
| Bevois Valley | F7, BS2, U1, U6, U9 | 539 | CP73615 Bevois Valley South = 3.3% | CP73615 Bevois Valley South = 2.0% | CP73615 Bevois Valley South = 2.1% | 53 |
| | | | CP46964 Bevois Valley North = 2.8% | CP73615 Bevois Valley North = 1.8% | CP73615 Bevois Valley North = 1.9% | |
| Bitterne Road West | F2, F8, BS3, BS16, BS18 | 560 | CP616891 East of Bridge = 2.9% | CP616891 East of Bridge = 1.7% | CP616891 East of Bridge = 1.8% | 43 |
| | | | CP646963 West of Bridge = 17.1% | CP646963 West of Bridge = 9.7% | CP646963 West of Bridge = 9.7% | |
| Victoria Road | F6, F9, F11, F13 | 236 | No representative count point | No representative count point | No representative count point | 40 |
| New Road | F8, BS3, BS16, BS18 | 357 | No representative count point | No representative count point | No representative count point | 45 |
| Town Quay/Platform Road | F2, F6, BSQC, U1 | 320 | CP38212 Town Quay = 7.4% | CP38212 Town Quay = 4.2% | CP38212 Town Quay = 4.5% | 42 |
| | | | CP75251 Platform Road = 4.3% | CP75251 Platform Road = 2.4% | CP75251 Platform Road = 2.5% | |

It is clear how the project fits into a wider air quality compliance plan for the area

This project will form part of the SCC's Clean Air Strategy and Clean Air Zone Implementation Plan (adopted in November 2016) of which the aim is to bring about compliance with the air quality objectives within the shortest possible time. The four key priorities set out in the Clean Air Strategy for Southampton are:

1. Improve air quality in the city
2. Support businesses and organisations
3. Collaborating with communities and residents
4. Promoting sustainability

Working in collaboration with local bus operators to improve air quality through installing retrofit technologies addresses these four priorities, while also providing a mechanism of supporting them through a period of rapid change with regards to the implementation of the proposed Clean Air Zone. The use of accredited suppliers ensures that these improvements are robust and reliable and will deliver continued improvement for the following 5 years that the vehicles are expected to be in operation.

As well as planning for a penalty charging CAZ by 2019, the plan includes a package of measures to support the CAZ and deliver further improvements in air quality which were identified following assessment of the options by independent consultants (Ricardo and Low Emission Strategies). This package was developed following extensive stakeholder engagement, air quality modelling, cost benefit analysis and assessment to gauge deliverability. One of the key recommendations of the plan is to introduce retrofit for buses: SCRT for older buses. This was recognised as being an effective mechanism for delivering direct emission reductions whilst promoting change amongst local stakeholders. A further recommendation was a campaign of anti-idling for buses. Retrofit technology which includes stop start technology also addresses this recommendation. Furthermore, targeting buses for retrofit that operate throughout the cities AQMA's ensures that the Council is addressing air quality exceedances that have been identified through the LAQM monitoring and review process.

Finally, the CBTF will supplement a range of measures that the Council is currently undertaking to improve air quality within the City. Currently under development is a Clean Air Network (CAN) to provide a platform for businesses to share best practice and experience in delivering air quality improvements. The CBTF would be a foundation from which to build the bus CAN in the city and the wider sub-region. The holistic approach by the Council also includes measures to encourage low emission private transport through city centre parking concessions, creating a city-wide publically accessible EV charging network, incentivising low emission taxis through the licencing process and promoting active travel modes. The CBTF sits alongside these measures, which together will bring about compliance more quickly.

The reductions will be delivered in a short timescale

The CVRT/CBTF LowCVP Evaluation study identifies technologies that delivered emissions reductions. Using this information and assurances by suppliers that they are working toward, or have achieved accreditation gives confidence that these emissions reductions will be delivered. The Gantt chart in E03 that the first stage of retrofits will commence in March 2018. It is expected that emissions reductions will be immediate from installation of retrofit on vehicles. This immediate reduction will be translated to reduction in pollutant concentrations in AQMA's and at the area of AQ Directive exceedance as routes selected for retrofit operate through these areas. The evaluation study conclusions and accreditation scheme also provides confidence that the emissions reductions will continue for the expected life of the vehicle ensuring reductions are maintained, while monitoring means that any issues that are flagged can be identified and dealt with. Retrofitting pre-Euro VI buses through the CBTF is the most feasible immediate and cost effective measure to reduce emissions from buses with operators, suppliers and the Council prepared to implement immediately.

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Equality and Safety Impact

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

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

| | |
|---|----------------------------------|
| Name or Brief Description of Proposal | Clean Bus Technology Fund (CBTF) |
| Brief Service Profile (including number of customers) | |
| <p>Southampton City Council, in partnership with four bus companies, has secured £2,677,835 from the Government’s Clean Bus Technology Fund (CBTF) to retrofit buses with technology that will reduce harmful emissions in the City. Southampton is one of 20 cities from across the country who have won a share of a £40 million funding pot. This funding, that has been allocated by the Joint Air Quality Unit is aimed specially at lowering emissions from older buses before the introduction of the Southampton Clean Air Zone.</p> <p>All buses in Southampton comply with the latest accessibility regulations, with a number of new buses brought in by operators at the end of 2016 to replace older double deck vehicles that would not meet the latest guidelines from 1 January 2017.</p> <p>The Public Service Vehicle Accessibility Regulations (PSVAR) applies to all new public service vehicles (buses or coaches):</p> <ul style="list-style-type: none"> • introduced since 31 December 2000 • with a capacity exceeding 22 passengers • used to provide a local or scheduled service • All full size single deck buses over 7.5 tonnes will be fully accessible | |

from 1 January 2016, and all double deck buses from 1 January 2017.

- New buses weighing up to 7.5 tonnes and coaches have been required to have wheelchair access from 1 January 2005.
- All buses weighing up to 7.5 tonnes have been required to be fully accessible from 1 January 2015 and coaches will be fully accessible from 1 January 2020.

Therefore in essence all of the identified buses for the CBTF retrofit technology are fully accessible and can operate on all bus services offered by the relevant bus operator in the City. The whole City will benefit from the retrofit technology, which will bring the identified 145 buses up to the same standard as the most recent Euro VI classified buses. Apart from commercial route branding on some buses, there are no specially adapted buses that are used for particular passenger types, schools, elderly or the disabled.

The number of customers cannot be determined as this is a Citywide initiative to retrofit buses with the latest Euro VI exhaust technology.

Summary of Impact and Issues

The National Air Quality Plan for Nitrogen Dioxide in UK (2017) has identified Southampton as one of five UK cities, outside London, that are not expected to meet national air quality limit values by 2020. As such Southampton is mandated to establish a Clean Air Zone (CAZ) by the end of 2019. This project will form part of the SCC's Clean Air Zone Strategy and Clean Air Zone Implementation Plan (adopted in November 2016) of which the aim is to bring about compliance with the air quality objectives within the shortest possible time. At present the Council is pursuing CAZ options that could potentially include a penalty charge for non-compliant buses operating within its boundary. A recommendation of the CAZ Strategy and Implementation Plan is to introduce retrofit for buses as this is an effective mechanism for delivering direct emission reductions on a voluntary basis before the introduction of a CAZ. This CBTF funding bid addresses the priorities of the CAZ Strategy by collaborating and supporting operators to retrofit pre-Euro VI buses between now and 2019 with Selective Catalytic Reduction Technology (SCRT) and bring forward the benefits of reducing NO₂ emissions while also ensuring operators are prepared for the introduction of the CAZ. SCRT technology will achieve reductions in Particulate matter pollutants from diesel exhaust gas as well as NO₂. On official tests, harmful gasses such as Particulate Matter can be reduced by over 98%.

Potential Positive Impacts

There will be positive impacts arising from reduction of emissions on those

having protected characteristics, and the proposals directly impact on the natural environment.

By retrofitting this technology, on official tests, harmful gasses can be reduced by over 98%, which will contribute to cleaner air for all in the City.

| | |
|------------------------------------|---------------|
| Responsible Service Manager | Pete Boustred |
| Date | 21 March 2018 |
| Approved by Senior Manager | |
| Date | |

Potential Impact

| Impact Assessment | Details of Impact | Possible Solutions & Mitigating Actions |
|---------------------------------------|--|--|
| Age | In terms of passenger demographics, all bus services in Southampton have a proportion of elderly and younger patronage, and all buses used on schools work in Southampton are included in the scheme and are not solely dedicated to schools work. | Not applicable |
| Disability | All buses in Southampton are fully accessible and meet the latest regulations including wheelchair access. | Not applicable |
| Gender Reassignment | No direct impact | Not applicable |
| Marriage and Civil Partnership | No direct impact | Not applicable |
| Pregnancy and Maternity | All buses in Southampton are fully accessible and meet the latest regulations including pushchair/buggy access. | Not applicable |
| Race | No direct impact | Not applicable |
| Religion or Belief | No direct impact | Not applicable |
| Sex | No direct impact | Not applicable |
| Sexual Orientation | No direct impact | Not applicable |
| Community Safety | The majority of buses in Southampton feature CCTV | Not applicable |

| Impact Assessment | Details of Impact | Possible Solutions & Mitigating Actions |
|----------------------------------|---|---|
| | recording equipment which is managed by the bus operators. Images can be provided after an incident whether on or off the bus. | |
| Poverty | The 145 identified buses will serve all areas of the City, including the poorer neighbourhoods, which will help to improve air quality in these areas. | Not applicable |
| Health & Wellbeing | Clean bus technology will help to reduce air pollution by ensuring that 145 of the City's oldest buses are brought up to the equivalent Euro VI standard for exhaust emissions. | None |
| Other Significant Impacts | No significant impacts identified. | Not applicable |