

# The Council's Forward Plan

SOUTHAMPTON CITY COUNCIL

Forward Plan

Executive Decisions 15<sup>th</sup> November 2016

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

- **Council**
- **Cabinet**
- Leader of the Council – Councillor Letts
- Cabinet Member for Children's Social Care – Councillor Lewzey
- Cabinet Member for Communities, Culture and Leisure – Councillor Kaur
- Cabinet Member for Education and Skills – Councillor Paffey
- Cabinet Member for Environment and Transport - Councillor Rayment
- Cabinet Member for Finance – Councillor Chaloner
- Cabinet Member for Health and Sustainable Living – Councillor Shields
- Cabinet Member for Housing and Adult Care – Councillor Payne
- Cabinet Member for Transformation Projects – Councillor Hammond
- **Officer Key Decisions**



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

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

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

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

<b>Report</b>	<b>Decision Expected</b>	<b>Portfolio</b>
Combined Authority	19 October 2016	Leader's Portfolio
	19 October 2016	
Implementing a unified approach to the Council's investment in the Voluntary Sector	19 October 2016	Leader's Portfolio
Court Leet Presentments 2016	15 November 2016	Leader's Portfolio
Consortia Commissioning of Independent Foster Care	20 December 2016	Children's Social Care Portfolio
Children and Young People's Strategy 2016-2020	17 January 2017	Children's Social Care Portfolio
The City Council approach to community development	19 October 2016	Communities, Culture and Leisure Portfolio
Locally Agreed Syllabus for Religious Education	19 October 2016	Education and Skills Portfolio
Park and Play Capital Programme 2016/17 (withdrawn)	19 October 2016	Environment and Transport Portfolio
Southampton Health and Wellbeing Strategy 2016-2025	15 March 2017	Health and Sustainable Living Portfolio
	21 February 2017	
Procurement of Housing Related Support for Young People and Vulnerable Adults	19 October 2016	Housing and Adult Care Portfolio
	19 October 2016	
Changes to Existing Revenue and Capital Budgets	15 November 2016	Finance Portfolio
General Fund Revenue Budget 2017/18 to 2020/21	15 November 2016	Finance Portfolio
Corporate Revenue Financial Monitoring For The Period To The End of 30th September 2016	15 November 2016	Finance Portfolio
THE GENERAL FUND CAPITAL PROGRAMME 2016/17 TO 2020/21	15 November 2016	Finance Portfolio
Southampton Clean Air Strategy 2016 - 2025 and Clean Air Zone	15 November 2016	Transformation Projects Portfolio
Materials Supply Chain Contract	15 November 2016	Officer Key Decision



**LEADER OF THE COUNCIL**

Title

Combined Authority

Details

To consider a report of the Leader of the Council in relation to the Combined Authority proposal.

Decision Maker

Cabinet

Decision Expected

19 October 2016

19 October 2016

Date Added to the Plan

7 September 2016

Main Consultees

Consultation Method

Head of Service

Acting Chief Operations Officer (Customer Experience)

Author

Mark Heath  
Acting Chief Operations Officer (Customer Experience)  
mark.heath@southampton.gov.uk  
Tel: 023 8083 2371

Background Material Available

Combined Authority

Public Comments may be sent to

Richard Ivory  
richard.ivory@southampton.gov.uk

Slippage/Variations/Reason for Withdrawal

Updates



Title	Implementing a unified approach to the Council's investment in the Voluntary Sector
Details	To consider a report of the Leader of the Council detailing current investment in the voluntary sector and proposals for phased implementation of a plan to adopt a unified approach to future investment.
Decision Maker	Cabinet
Decision Expected	19 October 2016
Date Added to the Plan	9 August 2016
Main Consultees	Lead officers in the following divisions of the city council - democratic services, finance, legal, Intelligence, Insight and communications, Integrated commissioning Unit. Cabinet Members for Health and Adult Social Care, Communities, Culture and Leisure, Health and Sustainable Living, Children's Social Care
Consultation Method	Meetings with key officers in the city council. Consultation with agencies directly affected through meetings and letters.
Head of Service	Acting Chief Strategy Officer
Author	Carole Binns  carole.binns@southampton.gov.uk Tel: 023 8083 4785
Background Material Available	Implementing a unified approach to the councils investment in the voluntary sector
Public Comments may be sent to	Carole Binns Associate Director System Redesign Integrated Commissioning Unit Southampton City Council/Southampton City CCG Civic Centre Southampton SO14 7LY  carole.binns@southampton.gov.uk

Slippage/Variations/Reason  
for Withdrawal

Decision date amended to 15 November 2016 from  
20 September 2016 to enable further consultation.

Decision date amended to 19 October 2016.  
Following further work and consultation, it has been  
agreed to bring this forward to October 2016 and to  
add 2 related items on Housing Related Support and  
Community Development on the Forward Plan which  
form part of the phased implementation of the unified  
approach.

Updates

Title

Court Leet Presentments 2016

Details

To consider the report of the Service Director, Legal and Governance detailing the presentments accepted at Court Leet, actions taken to date and Cabinet Members or officers identified to lead on the response and any further action.

Decision Maker

Cabinet

Decision Expected

15 November 2016

Date Added to the Plan

7 September 2016

Main Consultees

Relevant Cabinet Members

Consultation Method

Circulation of draft report containing presentments

Head of Service

Service Director, Legal and Governance

Author

Judy Cordell

[judy.cordell@southampton.gov.uk](mailto:judy.cordell@southampton.gov.uk)  
Tel: 023 8083 2766

Background Material Available

Court Leet Presentments 2016

Public Comments may be sent to

Democratic Services  
1st Floor, Civic Centre, Southampton SO14 7YL  
[democratic.services@southampton.gov.uk](mailto:democratic.services@southampton.gov.uk)

Slippage/Variations/Reason for Withdrawal

Updates



# **CHILDREN'S SOCIAL CARE PORTFOLIO**

Title	Consortia Commissioning of Independent Foster Care
Details	To consider the report of the Service Director Children and Families and Director Quality and Integration seeking approval to appoint selected providers to the South Central framework for Independent Foster Care following the completion of a procurement process.
Decision Maker	Cabinet Member for Children's Social Care
Decision Expected	20 December 2016
Date Added to the Plan	7 September 2016
Main Consultees	City Council's Democratic, Legal and Finance Services departments, Property Services, Children's Social Care.
Consultation Method	Emails and meetings
Head of Service	Director Quality & Integration, Service Director, Children & Families
Author	Chris Pelletier  chris.pelletier@southamptoncityccg.nhs.uk
Background Material Available	Consortia Commissioning of Independent Foster Care
Public Comments may be sent to	lin.clark@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Children and Young People's Strategy 2016-2020
Details	To consider the joint report of the Cabinet Member for Children's Social Care and the Cabinet Member for Education and Skills seeking approval of the Children and Young People's Strategy 2016-2020.
Decision Maker	Cabinet
Decision Expected	17 January 2017
Date Added to the Plan	<b>5 October 2016</b>
Main Consultees	Key stakeholders including: CCG 0-19 Prevention and Early Intervention Board Health and Wellbeing Board
Consultation Method	Engagement with key stakeholders via meetings and correspondence. Engagement with children and young people via the Southampton Youth Forum.
Head of Service	Service Director, Children & Families
Author	Jo Cassey, Kim Drake, Gayle Fentiman  jo.cassey@southampton.gov.uk, kim.drake@southampton.gov.uk, gayle.fentiman@southampton.gov.uk Tel: 023 8083 4899,
Background Material Available	Children and Young People's Strategy 2016-2020
Public Comments may be sent to	strategy.unit@southampton.gov.uk  Intelligence, Insight and Communications Team Southampton City Council Civic Centre Southampton SO14 7LY
Slippage/Variations/Reason for Withdrawal	
Updates	





# **COMMUNITIES, CULTURE AND LEISURE PORTFOLIO**

Title	The City Council approach to community development
Details	To consider the report of the Cabinet Member for Communities, Culture and Leisure on a community development and community engagement model for the future. The report includes recommendations for increasing investment in the Community Chest Scheme.
Decision Maker	Cabinet
Decision Expected	19 October 2016
Date Added to the Plan	7 September 2016
Main Consultees	Voluntary sector and community groups and organisations including current and potential recipients of grant funding. Representative organisations within the voluntary sector. Officers in relevant departments of the city council including communities and leisure, employment leads, adults, children and housing services, strategy and communications, legal services.
Consultation Method	Consultation will be undertaken through dedicated events, face to face meetings and by inviting comment by letter and email. Representative agencies will be consulted on the most appropriate methods to use.
Head of Service	Acting Chief Strategy Officer
Author	Carole Binns carole.binns@southampton.gov.uk Tel: 023 8083 4785
Background Material Available	The City Council's Approach to Community Development and Community Engagement
Public Comments may be sent to	Carole Binns carole.binns@southampton.gov.uk

# **EDUCATION AND SKILLS PORTFOLIO**

Title	<b>Locally Agreed Syllabus for Religious Education</b>
Details	To consider the report of the Cabinet Members for Education and skills, and Communities, Culture and Leisure seeking the adoption of the revised Locally Agreed Syllabus for Religious Education once approval is formally received from the local Standing Advisory Council for Religious Education (SACRE).
Decision Maker	Cabinet
Decision Expected	19 October 2016
Date Added to the Plan	7 September 2016
Main Consultees	The relevant Cabinet Members have approved the Item to be included on the Forward Plan. The Standing Advisory Council for Religious Education (SACRE) will convene in September to discuss the proposed new syllabus as outlined earlier. Legal Services, Finance and Property Services will all receive a copy of the report for their reference and comment.
Consultation Method	<p>A consultation process for all schools occurred in July 2015, throughout the last academic year representatives from Primary, Secondary and Special schools have taken account of the consultation and worked in conjunction with colleagues from Hampshire, Portsmouth and Isle of Wight to review the current syllabus. This has been overseen by a review group including members from all four SACREs. The Southampton SACRE will convene the final Agreed Syllabus Conference in September 2016 to discuss the proposed revised syllabus "Living Difference III" and vote to recommend, or recommend with revisions for the Local Authority to adopt the new syllabus for use in schools from January 2017.</p> <p>SACRE has strong representation from a wide range of groups including local Council members and has been updated at each meeting through 2015-16 during the review process. Some schools have viewed and commented on draft sections and these have been fed into the wider review group.</p>
Head of Service	Service Director, Children & Families

Author

Alison Philpott

[Alison.Philpott@southampton.gov.uk](mailto:Alison.Philpott@southampton.gov.uk)

Background Material Available

Locally Agreed Syllabus for Religious Education  
Locally Agreed Syllabus for Religious Education

Public Comments may be sent to

Comments from individuals/organisations not consulted, may be sent to:  
[SACREinfo@southampton.gov.uk](mailto:SACREinfo@southampton.gov.uk)

Slippage/Variations/Reason for Withdrawal

Updates



# **ENVIRONMENT AND TRANSPORT PORTFOLIO**

Title

Park and Play Capital Programme 2016/17

Details

To consider the report of the Cabinet Member for the Environment and Transport outlining the capital expenditure programme for improvements to Parks and Play Areas for the years 2016/17. Detailing individual projects and their funding through Section 106 and Community Infrastructure Levy contributions.

Decision Maker

Cabinet

Decision Expected

19 October 2016

Date Added to the Plan

6 July 2016

Main Consultees

Friends groups, residents, parks and play area users, local Councillors, Finance, Democratic Services, Property Services, Planning

Consultation Method

Web updates, social media, email, on site events, surveys

Head of Service

Service Director, Transactions & Universal Services

Author

Nick Yeats

nick.yeats@southampton.gov.uk  
Tel: 023 80832857

Background Material Available

Park and Play Capital Programme 2016/17

Public Comments may be sent to

nick.yeats@southampton.gov.uk

Slippage/Variations/Reason for Withdrawal

Updates



# **HEALTH AND SUSTAINABLE LIVING PORTFOLIO**

Title	Southampton Health and Wellbeing Strategy 2016-2025
Details	To consider the report of the Cabinet Member for Health and Sustainable Living seeking the approval of the Health and Wellbeing Strategy 2016-2025
Decision Maker	Cabinet Council
Decision Expected	21 February 2017 15 March 2017
Date Added to the Plan	6 July 2016
Main Consultees	
Consultation Method	Initial engagement to inform strategy development-survey public workshops voluntary sector workshop face to face sessions Southampton City Council Task and Finish Groups
Head of Service	Service Director Intelligence, Insight & Communications
Author	Felicity Ridgway Policy Manager felicity.ridgway@southampton.gov.uk Tel: 023 8083 3310
Background Material Available	Southampton Health and Wellbeing Strategy 2016-2025
Public Comments may be sent to	Dorota Goble, Partnerships Manager strategy.unit@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	This report has been delayed to September to enable wider engagement with health partners and more detailed analysis of feedback received. The Health and Wellbeing Strategy has been postponed to early 2017 to allow for further stakeholder engagement, and to align with the development of the Hampshire and Isle Of Wight (H&IOW) Sustainability and Transformation Plan (STP).

# **HOUSING AND ADULT CARE PORTFOLIO**

Title	Procurement of Housing Related Support for Young People and Vulnerable Adults
Details	To consider the report of the Cabinet Member for Housing and Adult Care summarising findings from a review of housing related support services and outlining the preferred approach to re-tendering these services, to improve access and achieve efficiencies.
Decision Maker	Cabinet Council
Decision Expected	19 October 2016 19 October 2016
Date Added to the Plan	7 September 2016
Main Consultees	Service users Service providers, Officers in the city council in adults, children and hosing teams, Portfolio holders, Capita colleagues Legal services
Consultation Method	In carrying out the review the ICU has consulted with a wide range of stakeholders which includes service users, service providers, officers in children, adult and housing services within the council, relevant portfolio holders and Capita. Consultation has been through workshops, face to face meetings, consultation events and service user questionnaires.
Head of Service	Director Quality & Integration
Author	Carole Binns carole.binns@southampton.gov.uk Tel: 023 8083 4785
Background Material Available	Procurement of housing related support for young people and vulnerable adults
Public Comments may be sent to	Sandie Jerrim sandra.jerrim@southamptoncityccg.nhs.uk

# FINANCE PORTFOLIO

Title

Changes to Existing Revenue and Capital Budgets

Details

To consider the report of the Service Director Finance and Commercialisation and Cabinet Member for Finance (where relevant) detailing proposed changes to existing Revenue and Capital Budgets to incorporate changes to this and future years' budget.

This item is a standard item and will remain on the Forward Plan until required.

Decision Maker

Cabinet

Decision Expected

15 November 2016

Date Added to the Plan

6 July 2016

Main Consultees

Consultation Method

Head of Service

Service Director Intelligence, Insight & Communications

Author

Sue Poynter

sue.poynter@southampton.gov.uk  
Tel: 023 8083

Background Material Available

Public Comments may be sent to

Slippage/Variations/Reason for Withdrawal

Updates

Title	<b>General Fund Revenue Budget 2017/18 to 2020/21</b>
Details	To consider the report of the Chief Financial Officer setting out the General Fund Revenue Budget proposals for Consultation for 2017/18 to 2020/21.
Decision Maker	Cabinet
Decision Expected	15 November 2016
Date Added to the Plan	7 September 2016
Main Consultees	Council Management Team, Cabinet, Councillors, Employees, Trade Unions, Residents, businesses
Consultation Method	Meetings, emails, workshops, briefings, surveys, internet
Head of Service	Service Director, Finance & Commercialisation
Author	Sue Poynter  sue.poynter@southampton.gov.uk Tel: 023 8083
Background Material Available	General Fund Revenue Budget 2017/18 to 2020/21
Public Comments may be sent to	Mel Creighton - Strategic Director - Finance & Commercialisation
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Corporate Revenue Financial Monitoring For The Period To The End of 30th September 2016
Details	To consider the report of the Cabinet Member for Finance summarising the General Fund & Housing Revenue Account (HRA) revenue financial position for the Authority for the 3 months to the end of September 2016, and highlighting the key issues by portfolio which need to be brought to the attention of Cabinet.
Decision Maker	Cabinet
Decision Expected	15 November 2016
Date Added to the Plan	7 September 2016
Main Consultees	Cabinet Members/CMT and Directors
Consultation Method	Briefings, Meetings & Emails
Head of Service	Service Director, Finance & Commercialisation
Author	Sue Poynter  sue.poynter@southampton.gov.uk Tel: 023 8083
Background Material Available	Corporate Revenue Financial Monitoring For The Period To The End of 30th September 2016
Public Comments may be sent to	Mel Creighton - Strategic Director - Finance & Commercialisation
Slippage/Variations/Reason for Withdrawal	
Updates	



Title

**THE GENERAL FUND CAPITAL PROGRAMME  
2016/17 TO 2020/21**

Details

To consider the report of the Cabinet Member for Finance notifying any major changes in the overall General Fund Capital Programme for the period 2016/17 to 2020/21.

Decision Maker

Cabinet

Decision Expected

15 November 2016

Date Added to the Plan

7 September 2016

Main Consultees

Consultation Method

Head of Service

Service Director, Finance & Commercialisation

Author

Madeleine Smith

[madeleine.smith@southampton.gov.uk](mailto:madeleine.smith@southampton.gov.uk)

Background Material Available

THE GENERAL FUND CAPITAL PROGRAMME  
2016/17 TO 2020/21

Public Comments may be sent  
to

Slippage/Variations/Reason  
for Withdrawal

Updates



# **TRANSFORMATION PROJECTS PORTFOLIO**

Title	Southampton Clean Air Strategy 2016 - 2025 and Clean Air Zone
Details	To consider the report of Cabinet Member for Transformation Projects seeking approval of the Southampton City Council Clean Air Strategy 2016-2025.
Decision Maker	Cabinet
Decision Expected	15 November 2016
Date Added to the Plan	<b>5 October 2016</b>
Main Consultees	Stakeholders and members of the public engaged through the Air Quality Scrutiny enquiry.
Consultation Method	Public engagement was undertaken as part of the Air Quality Scrutiny inquiry (2014/15). Additional stakeholder engagement has been undertaken via a working group of internal stakeholders, including Public Health, Regulatory Services and Transport.
Head of Service	Service Director, Transactions & Universal Services
Author	Steve Guppy  steve.guppy@southampton.gov.uk Tel: 023 8091 7525
Background Material Available	Clean Air Strategy 2016 - 2025
Public Comments may be sent to	YourCity.YourSay@southampton.gov.uk  Intelligence, Insight and Communications Team, Southampton City Council Civic Centre SO14 7LY
Slippage/Variations/Reason for Withdrawal	
Updates	

**CHIEF EXECUTIVE**

**THERE ARE NO ITEMS ON THIS  
OCCASION**

**CHIEF OPERATIONS OFFICER**

Title	Materials Supply Chain Contract
Details	Consider a report of the Operational Resources Manager in consultation with Cabinet Member for Housing and Adult Care seeking approval for the award of a new materials contract and associated co-location Depot alterations.
Decision Maker	Head of Capital Assets
Decision Expected	15 November 2016
Date Added to the Plan	<b>5 October 2016</b>
Main Consultees	Relevant Cabinet Members & officers
Consultation Method	Briefings with relevant cabinet members & officers in key departments
Head of Service	Head of Capital Assets
Author	Mark Mullen  mark.mullen@southampton.gov.uk
Background Material Available	Materials Supply Chain Contract
Public Comments may be sent to	Mark Mullen
Slippage/Variations/Reason for Withdrawal	
Updates	



**CHIEF STRATEGY OFFICER**

**THERE ARE NO ITEMS ON THIS  
OCCASION**