

# CABINET

**Monday, 21st November, 2011  
at 4.30 pm**

**Consideration of the Executive  
Business will start no earlier  
than 5:00 pm**

**Council Chamber**

This meeting is open to the public

## **Members**

Councillor Smith, Leader of the Council  
Councillor Moulton, Cabinet Member for Children's  
Services and Learning  
Councillor Baillie, Cabinet Member for Housing  
Councillor Fitzhenry, Cabinet Member for  
Environment and Transport  
Councillor Hannides, Cabinet Member for  
Resources, Leisure and Culture  
Councillor White, Cabinet Member for Adult Social  
Care and Health

(QUORUM – 2)

## **Contacts**

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## **BACKGROUND AND RELEVANT INFORMATION**

### **The Role of the Executive**

The Cabinet and individual Cabinet Members make executive decisions relating to services provided by the Council, except for those matters which are reserved for decision by the full Council and planning and licensing matters which are dealt with by specialist regulatory panels.

### **Executive Functions**

The specific functions for which the Cabinet and individual Cabinet Members are responsible are contained in Part 3 of the Council's Constitution. Copies of the Constitution are available on request or from the City Council website, [www.southampton.gov.uk](http://www.southampton.gov.uk)

### **The Forward Plan**

The Forward Plan is published on a monthly basis and provides details of all the key executive decisions to be made in the four month period following its publication. The Forward Plan is available on request or on the Southampton City Council website, [www.southampton.gov.uk](http://www.southampton.gov.uk)

### **Key Decisions**

A Key Decision is an Executive Decision that is likely to have a significant

- financial impact (£500,000 or more)
- impact on two or more wards
- impact on an identifiable community

Decisions to be discussed or taken that are key

### **Implementation of Decisions**

Any Executive Decision may be "called-in" as part of the Council's Overview and Scrutiny function for review and scrutiny. The relevant Overview and Scrutiny Panel may ask the Executive to reconsider a decision, but does not have the power to change the decision themselves.

### **Southampton City Council's Seven Priorities**

- More jobs for local people
- More local people who are well educated and skilled
- A better and safer place in which to live and invest
- Better protection for children and young people
- Support for the most vulnerable people and families
- Reducing health inequalities
- Reshaping the Council for the future

### **Procedure / Public Representations**

Reports for decision by the Cabinet (Part A of the agenda) or by individual Cabinet Members (Part B of the agenda). Interested members of the public may, with the consent of the Cabinet Chair or the individual Cabinet Member as appropriate, make representations thereon.

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

**Mobile Telephones** – Please turn off your mobile telephone whilst in the meeting.

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

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

### **Municipal Year Dates (Mondays)**

<b>2011</b>	<b>2012</b>
6 June	16 January
4 July	6 February
1 August	13 February
5 September	12 March
26 September	16 April
24 October	
21 November	
19 December	

## CONDUCT OF MEETING

### TERMS OF REFERENCE

The terms of reference of the Cabinet, and its Executive Members, are set out in Part 3 of the Council's Constitution.

### BUSINESS TO BE DISCUSSED

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

### RULES OF PROCEDURE

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

### QUORUM

The minimum number of appointed Members required to be in attendance to hold the meeting is 2.

### DISCLOSURE OF INTERESTS

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

### PERSONAL INTERESTS

A Member must regard himself or herself as having a personal interest in any matter:

- (i) if the matter relates to an interest in the Member's register of interests; or
- (ii) if a decision upon a matter might reasonably be regarded as affecting to a greater extent than other Council Tax payers, ratepayers and inhabitants of the District, the wellbeing or financial position of himself or herself, a relative or a friend or:-
  - (a) any employment or business carried on by such person;
  - (b) any person who employs or has appointed such a person, any firm in which such a person is a partner, or any company of which such a person is a director;
  - (c) any corporate body in which such a person has a beneficial interest in a class of securities exceeding the nominal value of £5,000; or
  - (d) any body listed in Article 14(a) to (e) in which such a person holds a position of general control or management.

A Member must disclose a personal interest.

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## **Prejudicial Interests**

Having identified a personal interest, a Member must consider whether a member of the public with knowledge of the relevant facts would reasonably think that the interest was so significant and particular that it could prejudice that Member's judgement of the public interest. If that is the case, the interest must be regarded as "prejudicial" and the Member must disclose the interest and withdraw from the meeting room during discussion on the item.

It should be noted that a prejudicial interest may apply to part or the whole of an item.

Where there are a series of inter-related financial or resource matters, with a limited resource available, under consideration a prejudicial interest in one matter relating to that resource may lead to a member being excluded from considering the other matters relating to that same limited resource.

There are some limited exceptions.

Note: Members are encouraged to seek advice from the Monitoring Officer or his staff in Democratic Services if they have any problems or concerns in relation to the above.

## **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.

## AGENDA

**Agendas and papers are now available via the Council's Website**

### **1 APOLOGIES**

To receive any apologies.

### **2 DISCLOSURE OF PERSONAL AND PREJUDICIAL INTERESTS**

In accordance with the Local Government Act, 2000, and the Council's Code of Conduct adopted on 16th May, 2007, Members to disclose any personal or prejudicial interests in any matter included on the agenda for this meeting.

NOTE: Members are reminded that, where applicable, they must complete the appropriate form recording details of any such interests and hand it to the Democratic Support Officer

## **TRAFFIC REGULATION ORDERS**

### **3 PROPOSED PERMIT PARKING SCHEME IN THE VICINITY OF PORTSWOOD RESIDENTS GARDENS (TRO)**

Report of the Head of Highways Infrastructure Services detailing any objections and seeking approval for the proposals for a Permit Parking Scheme in the vicinity of Portswood Residents Garden, attached.

## **EXECUTIVE BUSINESS**

### **4 STATEMENT FROM THE LEADER**

### **5 RECORD OF THE PREVIOUS DECISION MAKING**

Record of the decision making held on 24<sup>th</sup> October 2011, attached.

### **6 MATTERS REFERRED BY THE COUNCIL OR BY THE OVERVIEW AND SCRUTINY COMMITTEE FOR RECONSIDERATION (IF ANY)**

There are no matters referred for reconsideration.

### **7 REPORTS FROM OVERVIEW AND SCRUTINY COMMITTEES (IF ANY)**

There are no items for consideration

## **8 EXECUTIVE APPOINTMENTS**

To deal with any executive appointments, as required.

## **MONITORING REPORTS**

### **9 CORPORATE REVENUE FINANCIAL MONITORING FOR THE PERIOD TO THE END OF SEPTEMBER 2011**

Report of the Cabinet Member for Resources, Leisure and Culture detailing the financial monitoring for the period to the end of September 2011, attached.

### **10 CORPORATE GENERAL FUND CAPITAL FINANCIAL MONITORING FOR THE PERIOD TO THE END OF SEPTEMBER 2011**

Report of the Cabinet Member for Resources, Leisure and Culture detailing financial monitoring for the period to the end of September 2011, attached.

### **11 SECOND QUARTER PERFORMANCE MONITORING FOR 2011/12**

Report of the Leader of the Council detailing the progress made at the end of September 2011 against the targets and service improvement actions (commitments) contained within the 2011/12 Council Plan, attached.

## **ITEMS FOR DECISION BY CABINET**

### **12 RESPONSE TO THE SCRUTINY INQUIRY REPORT ON PATIENT SAFETY IN ACUTE CARE INQUIRY**

Report of the Cabinet Member for Adult Social Care and Health detailing the proposed response to the Scrutiny Inquiry into Patient Safety in Acute Care, attached.

### **13 SOUTHAMPTON CONCESSIONARY FARE SCHEME 2012**

Report of the Cabinet Member for Environment and Transport seeking for the Council's concessionary travel scheme, attached.

### **14 SOUTHAMPTON CITY COUNCIL'S CHANGE PROGRAMME**

Report of the Leader of the Council and the Chief Executive, seeking approval to recommend the programme to Council, attached.

### **15 COURT LEET PRESENTMENTS 2011**

Report of the Head of Legal and Democratic Services setting out Presentments accepted by Court Leet, attached.

**16 EXCLUSION OF THE PRESS AND PUBLIC - CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM**

To move that in accordance with the Council's Constitution, specifically the Access to Information procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the confidential appendix to (item no:17)

Confidential appendix 2 contains information deemed to be exempt from general publication based on Category 3 of paragraph 10.4 of the Council's Access to Information Procedure Rules. The appendix includes details of a proposed transaction which, if disclosed prior to entering into a contract, could put the Council at a commercial disadvantage. In applying the public interest test it is not considered appropriate to publish this information as it could influence bids for a property which may be to the Council's financial detriment.

**17 DISPOSAL OF LAND AT BUTTERMERE CLOSE (FORMER WHITEHAVEN LODGE CARE HOME)**

Report of the Cabinet Member for Resources, Leisure and Culture seeking approval for the principle of the sale of the Council's freehold interest in the above property and to grant the necessary delegation to the Head of Property and Procurement for the disposal of the land, attached.

**18 EXCLUSION OF THE PRESS AND PUBLIC - CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM**

To move that in accordance with the Council's Constitution, specifically the Access to Information procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the confidential appendix to (item no:19)

Confidential appendix 2 contains information deemed to be exempt from general publication based on Category 3 of paragraph 10.4 of the Council's Access to Information Procedure Rules. The appendix includes details of a proposed transaction which, if disclosed prior to entering into a contract, could put the Council at a commercial disadvantage. In applying the public interest test it is not considered appropriate to publish this information as it could influence bids for a property which may be to the Council's financial detriment.

**19 DISPOSAL OF LAND AT SULLIVAN ROAD (FORMER BIRCH LAWN CARE HOME)**

Report of the Cabinet Member for Resources, Leisure and Culture seeking approval for the principle of the sale of the Council's freehold interest in the above property and to grant the necessary delegation to the Head of Property and Procurement for the disposal of the land, attached.

**20 EXCLUSION OF THE PRESS AND PUBLIC - CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM**

To move that in accordance with the Council's Constitution, specifically the Access to Information procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the confidential appendix to (item no:21)

Confidential appendix 2 contains information deemed to be exempt from general publication based on Category 3 of paragraph 10.4 of the Council's Access to Information Procedure Rules. The appendix includes details of a proposed transaction which, if disclosed prior to entering into a contract, could put the Council at a commercial disadvantage.

**21 DISPOSAL OF 60-64 ST MARYS ROAD**

Report of the Cabinet Member for Resources, Leisure and Culture seeking approval for the principle of the sale of the Council's freehold interest in the above property and to grant the necessary delegation to the Head of Property and Procurement for the disposal of the land, attached.

**22 ACCOMMODATION STRATEGY UPDATE 2011**

Report of the Cabinet Member for Resources, Leisure and Culture seeking approval for expenditure of the £4.5m added to this scheme as part of the September Capital update from other accommodation related budgets, attached.

FRIDAY, 11 NOVEMBER 2011

HEAD OF LEGAL AND DEMOCRATIC SERVICES



# Agenda Item 3

<b>DECISION-MAKER:</b>	CABINET
<b>SUBJECT:</b>	PROPOSED PERMIT PARKING SCHEME IN THE VICINITY OF PORTSWOOD RESIDENTS GARDENS
<b>DATE OF DECISION:</b>	21 NOVEMBER 2011
<b>REPORT OF:</b>	HEAD OF NEIGHBOURHOOD SERVICES
<b>STATEMENT OF CONFIDENTIALITY</b>	
None	

## **BRIEF SUMMARY**

A Traffic Regulation Order proposing an extension of the “University” permit parking scheme in the locality of Portswood Resident’s Gardens was advertised on 28<sup>th</sup> March. Following consultation there are sustained objections to the proposals that are now following due process in being brought to the Cabinet to be decided. The objections are primarily focused around, the need for the scheme, the impact of displacement to neighbouring roads, the loss of parking for people working in the locality and the inadequacy of any preliminary analysis or consultation. There are also more specific objections concerning short lengths of proposed restrictions in Church Lane and Brookvale Road.

## **RECOMMENDATIONS:**

- (i) To approve the implementation of the Proposed Permit Parking Scheme in the vicinity of Portswood Residents Gardens subject to (ii) and (iii) below
- (ii) To approve the amended proposal for no waiting at any time restrictions outside 2 Church Lane as set out in appendix 4
- (iii) To approve a reduction in the length of No Waiting at Any Time proposed outside 30 Brookvale Road as set out in appendix 4
- (iv) To review the operation of the scheme after 12 months from the date of implementation and, following such a review, to delegate authority to the Executive Director of Environment following consultation with the Cabinet Member for Environment and Transport, to consult upon and advertise any further proposed changes to the Scheme arising out of the review.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. Council policy in residential areas is to focus on ensuring that residents do not experience problems resulting from commuter parking, or from parking generated by major attractors (such as hospitals, education establishments, leisure venues, etc). It has been Council practice in Highfield and Bassett to extend the “University” permit parking zones to address this issue, where requested by residents.
2. The property owner for 2 Church Lane requested no waiting at any time restrictions across its frontage on safety grounds, and given its proximity to a junction and limited visibility to off-road parking, this would be appropriate. Otherwise given the contention over the existing proposals, further restrictions would not be recommended without experience of the scheme in operation and the necessary public consultation. The reduction in the length of restriction opposite 30 Brookvale Road will assist the operation of the

Brookvale Advisory Centre.

**DETAIL (Including consultation carried out)**

3. A local residents group requested permit parking restrictions in Abbotts Way and Russell Place based on a survey of residents in Abbotts Way and Russell Place (52 properties) undertaken in the autumn of 2010. From 35 replies received (67%), 29 (83%) responded positively to the question *"I/We support/do not support the proposal to introduce a Permit Parking Scheme in Abbotts Way and Russell Place"*. In Brookvale Road the Traffic Management team also received individual requests for parking restrictions from five of the property holders and two property holders in Church Lane. There were also requests from local resident associations for additional no waiting at any time restrictions to address access and safety concerns on sections of Brookvale Road and at the junction of Woodstock Drive and Blenheim Avenue. Prior to the formal notice local resident associations were advised by letter on 26/11/10 of the issues highlighted by residents since the previous parking restrictions were introduced in Brookvale Road, together with the outline proposals to which they were invited to add any further areas of concern. The proposals were then finalised and advertised in the Daily Echo and on Street Notices (see Appendix 1) on 28/3/2011. The scheme was proposed on the basis of the Council policies of promoting sustainable transport and address problems of commuter parking in residential roads.
4. On April 11<sup>th</sup> 2011 Cabinet approved the Conservation Area Appraisal and Management Plan (CAAMP) for the Portswood Residents Garden Conservation. Within the Cabinet Report reference was made to a letter from the residents association highlighting *"that by far the biggest issues of concern for residents of the Conservation Area are traffic and parking. It is widely feared that the current situation, already seen by many as intolerable, will become even worse once the new Sainsbury superstore is opened nearby. As you know, a Resident Permit Parking Scheme is currently being proposed which we hope will help with the parking problems, if approved"*
5. The sustained objections to these proposals are presented in the attached appendices, with a Traffic Management view outlined below.

**Impact on local businesses and people working in the area (see Appendix 2)**

6. A number of respondents to the Public Notice expressed views that the Council should support the Portswood District Centre, by making adequate parking provision for customers and staff. Whilst most felt that this should not be on residential roads, a number of objectors have highlighted that the proposals should not be approved on the basis of the loss of parking in particular to people working in the area and the potential impact on businesses during a period of difficult economic pressures.

**Traffic Management view**

7. Given the provision for limited waiting within these proposals we would not see any significant impact on customers of the district centre of Portswood. There are also retained sections of unrestricted parking, in Brookvale Road and Russell Place, which will continue to accommodate long-stay parking. Otherwise it is accepted that there will be some impact on people working in the area, though most of this parking is likely to be displaced, rather than removed (which is a concern to other objectors).

Whilst Council policy recognises the importance of district centres, the Local Transport Plan (LTP) 2006-11 emphasises that:

*“Town and District Centres fulfil an important function in the City, acting in a complementary role to the City Centre and meeting many of the day-to-day needs of local residents. To enable them to continue to function in this way, the Council will work to retain their viability by improving walking and cycling routes to them, by enhancing safety and by ensuring that good public transport links to surrounding residential areas are provided. The LTP also states that within the City, town and district centres, the emphasis will be on maintaining the approach which requires users of parking facilities to pay a rate that reflects the value of the facility provided, and which also acts as an incentive to consider the use of other modes of travel”*

### **Displacement to neighbouring roads / areas (see Appendix 2)**

8. A number of objectors have objected to the displacement of parking into neighbouring roads/areas. This has been questioned in terms of its immediate impact on available on-street parking, road safety and access. Within the Oakmount Triangle area, there are also significant concerns that any increase in on-street parking will lead to the removal of front-garden walls and planting that would damage the special character of the area on which its Conservation Area status is based. There is also concern that at the practice of extending permit parking restrictions without due consideration of the impact from displacement and consultation with a wider community of residents that may be affected.

### **Traffic Management Viewpoint**

9. Where schemes have been introduced (i.e. around the City Centre, the General Hospital and the University) it has been Council practice to propose (where requested by resident groups) permit parking restrictions to areas affected by the displacement of existing or new non-resident parking.

The difficulty with displacement is that whilst it is possible to estimate the level of vehicles that may displace, it can be difficult to predict the areas of displacement, particularly in these circumstances where non-resident parking is converging from the university, the city centre and the district centre. Taking into account the remaining capacity in Russell Place and Brookvale Road, we would estimate that up to 35 vehicles could be displaced from these proposals. Some of these may be entitled to Business Permits and some may opt for other travel options (e.g. car sharing/public transport). Of those that remain, our best assumption is that university-related parking will either displace in the Oakmount Triangle or the Grosvenor Road locality. Any overflow retail parking displace south of Portswood Road or into the initial sections of Winn Road and Westwood Road.

Whilst the Cabinet may wish to consider any particular issues around the impact on the Oakmount Triangle Area proposals given its Conservation Area status, from a Traffic Management view the current proposals align with Council policy and practice. In order to assist this report has been shared with Kevin White (Historic Environment) who provide the following information:-

*The Oakmount Triangle Conservation Area Appraisal and Management Plan is covered by an Article 4 Direction removing certain permitted development rights. This means that small-scale proposals that would not normally require planning permission now require consent. Included in the rights removed are the rights to build a hard-standing, and the right to remove or build walls, gates, fences or other means of enclosure. These restrictions apply to and works that front or face a highway, watercourse or public open space. The Management Plan contains policies relating to the retention of vehicular access, protecting existing trees, retention of front gardens and walls, and removal of existing gates or gateposts.*

*Consideration of appropriate traffic calming measures is referred to as a specific enhancement opportunity.*

**The need for a permit parking restrictions in the PRG locality (see Appendix 2)**

10. A number of objectors have questioned the need for a permit parking scheme in Abbotts Way and Russell Place given the comparatively high level of off-street parking available and the higher road width, and that Traffic Management have not established that there are significant safety, parking or traffic-related issues in the locality.

**Traffic Management View**

11. It is the case that under the previous Hampshire County Council guidelines that these roads would not have qualified for permit parking restrictions, on the basis of the level of off-road parking.

However in 1999 it was agreed following a traffic and parking study, that this guideline would not be applied to the University scheme and zones 9 (Glen-Eyre), 10 (Flowers Estate), 11 (Hampton Park) & 12 (Battle Roads) were introduced following due process in 2000. With increasing concerns over climate change from 2001 onwards, priority was given to promoting sustainable transport and this is reflected in the Local Transport Plan 2006-11. The scheme was therefore proposed on the basis of the Council policies of promoting sustainable transport and to address problems of commuter parking in residential roads. The extension of the university schemes and growth of the Uni-Link bus service since from 1m to 4m passengers is indicative that this approach has been effective.

**The Adequacy of Consultation and Investigation (see Appendix 2)**

12. A number of objectors have questioned the scope of the initial consultation and analysis of the impact on traffic and parking in the wider area.

**Traffic Management View**

13. Whilst new zones are subject to traffic and parking studies, it has not been Council practice to undertake detailed studies for smaller scale extensions to existing zones. In our view the traffic movements of around 60-70 vehicles would not significantly impact on local traffic patterns or speeds. It is also not clear that any detailed parking study would add any further information to the outline displacement estimate above. Prior to this consultation residents of Winn Road and Westwood Road have requested no waiting at any time restrictions to address parking in the proximity to their accesses. A

prospective design for this has been drafted

Following the introduction of the permit parking restrictions in a section of Brookvale Road (around 230m) in 2008, the Traffic Management team the the view that the impact of these restrictions was localised. Displacement primarily occurred over a short distance along Brookvale Road and Abbotts Way. There was also a corresponding shift in the area of traffic congestion, together with the sections of higher density parking. The team also registered all correspondence and calls from people related to these proposals or parking in neighbouring roads. These views were then used in part to draft the current proposals.

Whilst the Traffic Management team have sought to include a wider community through local resident association engagement, our view remains that the formal public consultation process is the most effective method, as it is open to any member of the public and has an associated decision-making process.

**The cost of the scheme (see Appendix 2)**

14. A number of objectors highlighted that the cost of the scheme to the Council taxpayer would not be a worthwhile, given the limited benefit to the wider community.

**Traffic Management view**

15. Whilst any low level of permit issue may be offset by lower administration costs, and enforcement may be self-funding, it is possible that the implementation costs of £7K may not be recovered, if the scheme were approved. This value of this expenditure would be a matter for Cabinet to decide taking into account points raised in this report.

**Effectiveness and Enforcement (see Appendix 2)**

16. Objectors have raised the question as to whether this would be a productive investment if there is inadequate enforcement and the scheme therefore proves ineffective.

**Traffic Management team**

17. From our observations, correspondence received and discussions with residents there is a high level of self-compliance and current patrolling levels have proven to be an effective deterrent around the University scheme. We would therefore expect the restrictions to be effective.

**The Scheme should not proceed until the Sainsbury's development is completed (see Appendix 2)**

18. An objector has highlighted, given the high level of concern over the impact of the Sainsbury's development, that the scheme should not proceed until the impact is audited, rather than on the basis of presumption.

**Traffic Management View**

19. Generally, in our view it is better, where possible, to introduce restrictions in advance of new developments in order that people can make informed travel and transport decisions.

**There has been no substantive change since restrictions in Abbots Way and Russell Place were not progressed in 2008 (see Appendix 2)**

20. Objectors have highlighted that since previous draft proposals for restrictions in Abbots Way and Russell Place were not progressed in 2008 and in the absence of substantive change, a proper review and examination on surrounding areas there is no basis for the current proposals to proceed

**Traffic Management View**

21. The previous draft proposals for Abbots Way and Russell Place were not progressed by Traffic Management team on the basis that there appeared to be conflicting views from residents of these roads as to what restrictions would be appropriate to address the problem of non-resident parking. In our view there is now a consensus within the area of the scheme in favour of permit parking restrictions and the current scheme was then proposed in line with Council policies of promoting sustainable transport and to address problems of commuter parking in residential roads.

**Other objections (see Appendix 2)**

22. There are a range of other objections related to non-highway related matters. These include the timing of the Public Notice in relation to the local elections, the competency of Councillors to consider these matters and the potential subordination of traffic issues to maintaining good relations with residents of Portswood Resident's Gardens.

**Traffic Management View**

23. These objections are a matter for Cabinet to consider and decide upon.

**Restrictions outside 2 Church Lane (see Appendix 3/4)**

24. In response to the original Public Notice, we received a request from the property owner of 2 Church Lane to introduce no waiting at any time in place of permit parking restrictions outside the property. This was argued on the basis that:-
- The resident has made long standing requests for no waiting at any time restrictions outside this property
  - The danger for the vehicles exiting the property given the volume of traffic and limited visibility northward caused by parked vehicles
  - That vehicle traffic has been increasing and will increase with the Sainsbury's development and includes taxi's travelling at speed at all hours.
  - That no waiting at any time restrictions would reduce congestion around Highfield School and for events at Highfield Church
  - increase safety for the high level of vulnerable pedestrian movements (esp. Students and schoolchildren).

The Traffic Management team agreed with this minor amendment to the scheme design and advised residents that might be affected, accordingly. Two objections were received from other residents concerned over the loss of parking and questioning the safety benefits.

### **Traffic Management View**

25. Given that this property is located near to a junction and opposite a school, we would, on balance, continue to support the amended proposal to introduce No Waiting at Any Time parking restrictions outside 2 Church Lane. The property would however then be outside of the permit scheme and permit entitlement.

### **Restrictions outside 30 Brookvale Road (see Appendix 3)**

26. The Brookvale Advisory Centre (BAS) has objected on the basis of the impact of the proposed No Waiting at Any time restrictions outside 30 Brookvale Road (both sides) on their staff and clients. It is recommended that the length of restriction is reduced to assist the operation of BAS pending a future review of whether a Limited Waiting provision in this locality may benefit a number of service providers.

### **Traffic Management View**

27. We would not recommend changing the current lengths of No Waiting at Any Time restriction proposed, as these are intended to avoid vehicles reversing due to congestion in this section of Brookvale Road.

### **Restriction outside 49 Brookvale Road (see Appendix 3)**

28. There is an objection to the loss of parking outside 49 Brookvale Road with the proposed No Waiting at Any Time parking restrictions based on accessibility to the owners property.

### **Traffic Management View**

29. The property boundaries on Brookvale Road of number 49 are within 10m of the junction of De Grouchy Lane and this restriction is intended to provide improve access and visibility for these residents. It is also intended to provide a passing place to help reduce the need for vehicles to reverse due to congestion. A serious accident injury occurred in 2006 from a vehicle reversing in this locality and this remains a concern. Vehicles can also load/unload and pick/up drop-off passengers on these restrictions.

### **Additional 2 Hour Limited Waiting between Winn Road and Westwood Road (see Appendix 3)**

30. A resident requested that an additional 2 Hour Limited Waiting restriction on the south-west side of Brookvale Road between Winn Road and Westwood Road, in order to improve access for buses and to properties on the north-east side.

### **Traffic Management View**

31. We received a number of requests from residents in response to the initial public notice to further restrict the available long-stay parking in the locality. We remain of the view that this would not be appropriate given the level of contention to the existing proposals and that these should be decided upon first. Any additional proposals would also require further public consultation.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

32. Not proposing a scheme was rejected on the basis that we would not be following Council policy and practice.

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

33. The consultation costs are estimated to be around £4K, including the Cabinet process. These costs can be contained within the existing approved E&T Portfolio estimates.
34. The implementation costs (if approved) are estimated to be around £7K. These costs can be contained within the existing approved E&T Portfolio estimates.
35. As there is a high level of self-enforcement with these restrictions it is estimated that the cost of administration and enforcement will be met through permit charges and any penalty notices that may be issued.

### **Property/Other**

- 36 N/A

## **LEGAL IMPLICATIONS**

### **Statutory Power to undertake the proposals in the report:**

- 37 The Road Traffic Regulation Act 1984 permits the introduction of the parking restrictions as set out in this report in accordance with a statutory consultation procedure set down in the Act and associated secondary legislation

### **Other Legal Implications:**

- 38 In preparing and determining the proposals set out in this report the Council is required to have regard to the provisions of Equalities legislation, the Human Rights Act 1988 and s.17 Crime and Disorder Act 1998 (the duty to have regard to the need to remove or reduce crime and disorder in the area). Parking is not in and of itself a property right any change to on street parking arrangements does not therefore constitute an undue interference with the property rights protected by the Human Rights Act 1998 however it is recognised that the availability of parking can have an indirect impact on property rights. The proposals in this report, and any interference with any individuals expectations in relation to parking or how that may affect their properties, are considered necessary in order to meet the wider needs of the community in relation to reducing parking and vehicle congestion and environmental impacts of such, promoting sustainable transport methods, balancing the needs of visitors to the area with that of residents and to improve road safety. It is considered that the proposals set out in this report are proportionate having regard to the wider needs of the area.

## **POLICY FRAMEWORK IMPLICATIONS**

- 39 Paragraph 7 above includes transport policy statements from the Local Transport Plan relating to District Centres



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**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	Map showing the advertised permit parking scheme for the locality of Portswood Residents Gardens
2.	General Sustained Objections to the PRG Parking Scheme Proposals
3.	Sustained objections to specific parking restriction proposals and/or requests for specific parking restrictions
4.	Map showing the location of individual restrictions subject to objection

**Documents In Members' Rooms**

1.	Portswood Residents' Gardens Conservation Area Appraisal and Management Plan
2.	Oakmount Triangle Conservation Area Character Appraisal and Management Plan

**Integrated Impact Assessment**

Do the implications/subject/recommendations in the report require an Integrated Impact Assessment to be carried out.	No
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**Other Background Documents**

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

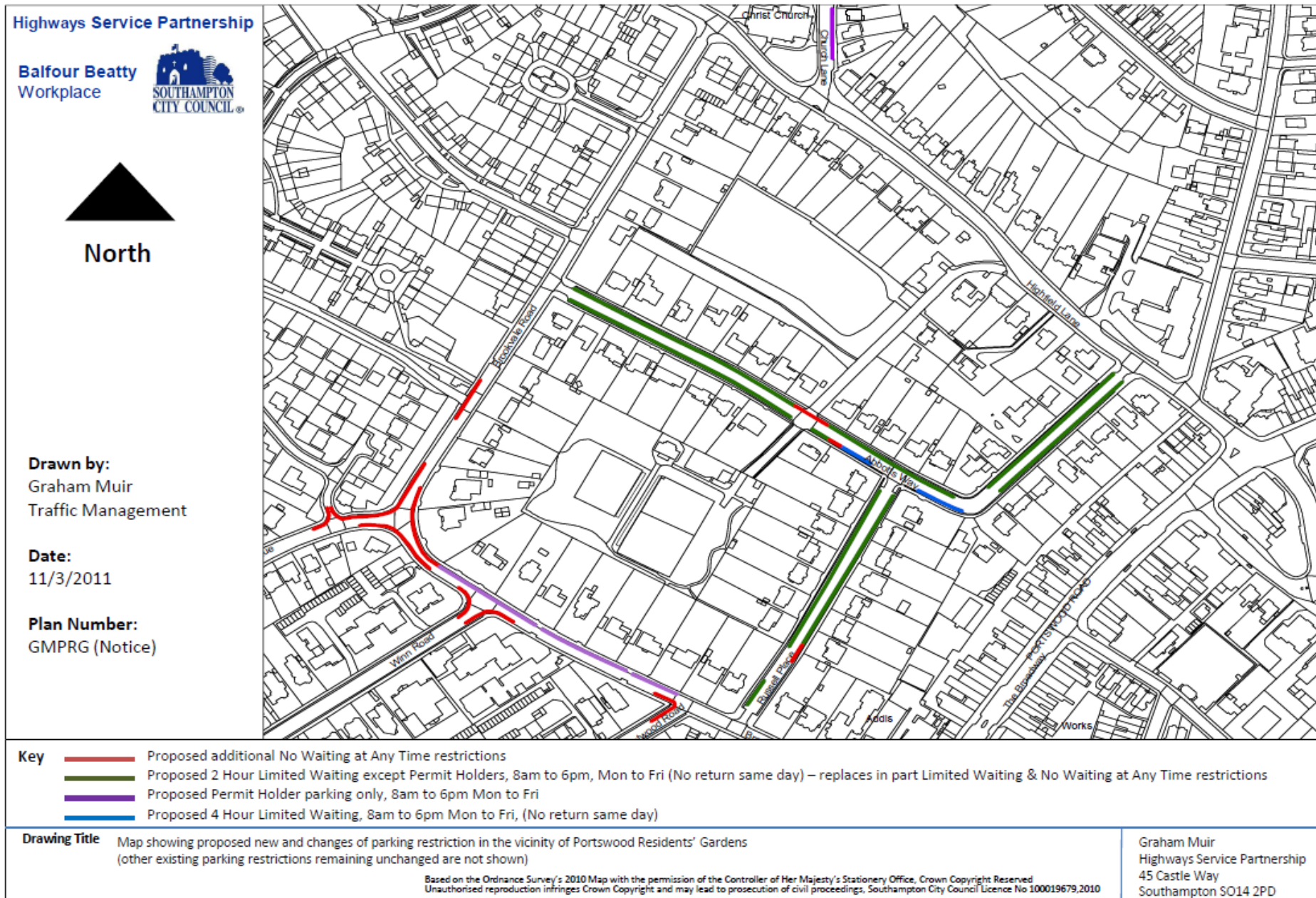
1.	None
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**Integrated Impact Assessment and Other Background documents available for inspection at:**

<b>WARDS/COMMUNITIES AFFECTED:</b>	Portswood
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# Appendix 1: Map showing the advertised permit parking scheme for the locality of Portswood Residents Gardens



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**FROM A RESIDENT OF ABBOTTS WAY****Re: Portswood Resident Gardens Permit Parking Proposals**

I refer to your letter dated 29<sup>th</sup> July 2011 and confirm our objections to these proposals. We do not accept the response that efforts will be made to provide access to Portswood by shop workers and charity shop volunteers as at all adequate, nor does there seem to be any concern for the essential workers and others who live in residential premises in the centre who will have nowhere to long term park nearby on weekdays and thus be greatly inconvenienced by this pointless exercise.

Additionally, we endorse previous comments by other objectors that enforcement is likely to be non-existent as it is with the present parking restrictions which are constantly violated. Thus the whole exercise is wasteful of time and money when the council should be concentrating on economies and avoiding present labour disputes continuing without prospect of settlement.

The only possible benefit might be the clearing of long term blocked highway gutters and drains for lines to be painted.

**FROM A RESIDENT OF BLENHEIM AVENUE**

Re: 'THE CITY OF SOUTHAMPTON (BASSETT, HIGHFIELD AND HAMPTON PARK) (RESIDENTS' PARKING SCHEME) (AMENDMENT NO 2) ORDER 2011'.

Thank you for your letter of the 29th July 2011. This proposal will have a negative impact on my road and as far as I am concerned little regard has been placed on this. I fully support the rights of other residents to petition your office for changes to their roads, but I expect the council to consider the wider picture. I am afraid I am not satisfied with the responses that you have made and still object to the proposal. If I was to understand the reasons for this proposal in detail and could see their merit which may outweigh my own concerns I would be happy to support them. However, I don't think you have made the case and despite communication by email and letter you have not been able to explain to me how you have undertaken a rigorous approach to making the case for changing the status quo or that the knock-on effects of this proposal have been thought through. I hope the Council's Cabinet will scrutinise the evidence supporting the need for a change in the current parking system in this area and consider whether the needs of surrounding residential areas have been fully considered. My original comments and your responses (*italics*) with further comments in **bold** are below.

1. The roads in which new restrictions have been suggested are wide enough for roadside parking and the properties have off-road parking. Why are extra restrictions required? I think that aesthetic reasons are not valid as these are public roads.

*The Local Transport Plan 2006-11 states that "Parking policy in residential areas will continue to focus on ensuring that residents do not experience problems resulting from commuter parking, or from parking generated by major attractors (such as hospitals, education establishments, leisure venues, etc). There is no distinction based on the width of the roads concerned.*

**How is it that the weight attached to the effects of commuter parking or other parking is not moderated by resident's ability to park off road? This seems to be suggesting that the council does not take a practical view of the situation and would rather stick to procedural responses.**

## Appendix 2 General Sustained Objections to the PRG Parking Scheme Proposals

2. The proposal makes no attempt to prevent displacement into neighbouring roads currently without parking restrictions. My road would be likely to suffer significant impact from these proposals. The difference is that many properties in my road do not have access to off road parking. Therefore displacement parking will have a greater significant negative impact on my area.

*Over recent years the Traffic Management team have asked the Oakmount Triangle Resident's Association (OTRA) whether they would wish, given the increasing level of non-resident parking in the area, to be included within any proposed permit parking scheme. As OTRA has continued to oppose permit parking restrictions in the Oakmount Triangle and in neighbouring areas, they have rejected the only means by which we could prevent displacement into this locality.*

**It is disingenuous to blame OTRA for the failure of the council to consider local residents. Firstly OTRA are a subsidiary of the Highfield Residents Association (HRA) and OTRA have always petitioned for an area wide view on parking needs and have argued strongly against residents parking in areas beyond the triangle. As a consequence of the case OTRA made, the previous proposals were adapted outside the area of the triangle. In recognition of OTRA's views, as far as I am aware HRA do not officially support this parking proposal as**

**they recognise the needs of OTRA as well as the HRA members in other areas who have petitioned you for the changes. Secondly, residents impacted by this scheme are not necessarily associated with either organisation. Surely, the council should wish to take a view that would be seen to be in the best interests of all the residents. The current proposals seek to introduce residents parking to the whole area by stealth because the extension as proposed will eventually mean that all areas will need residents parking because of displacement. My point is that the needs of the whole of Highfield should be considered and discussed rather than in small bites which lead to an inevitable spread of parking schemes.**

3. As per email communication with Graham Muir, Traffic Engineer, Southampton Highways Partnership, these proposals have been drafted at the request of individuals in the area of the proposed changes who would like to prevent others parking outside their houses. However, I would suggest that consultation for this process has been inadequate as the council has not adequately approached either the residents of surrounding areas which will be affected by displacement or the road users who are currently parking there. I don't consider that the poster attached to a number of lampposts adequately represents the proposed changes as there is no map. *The Public Notices meet the legal requirements. The high number of response to the notices advertised on street and in the Daily Echo shows that they have reached a wide and varied audience. The Public Notices also provided a contact number for further enquiries and information (including maps), as required.*

**I am sure that you have met the legal requirements. However, the legal requirements do not necessarily set the best standard by which the traffic management office may engage local populations. Nevertheless, I accept your point that a high response rate suggests that this is not a concern. I would assume that by a high response rate, you would have had perhaps 50 letters?**

## Appendix 2 General Sustained Objections to the PRG Parking Scheme Proposals

4. Graham Muir also suggested that many of the residents' who proposed these changes did so on the assumption that the Sainsbury's development on the other side of Portswood would negatively affect the parking on their road. Firstly, I would suggest that any impact is audited once Sainsbury's is opened and that changes to planning are not made on the basis of presumption. Secondly, the impact of Sainsbury's may well not have a negative impact and certainly any local area impact should have been considered in the Sainsbury's planning application and the council cabinet should refer to this process.

*In my email response on 4th April, I highlighted that whilst "future concerns regarding Sainsbury's have been mentioned by a number of residents, the scheme would still have been proposed on the basis of current parking concerns". I would not therefore see any basis for delaying the proposals or decision, unless the Cabinet of the Council decide so, based on their consideration of any sustained objections.*

**Your original reference to Sainsbury's in response to my question about why these new proposals were prompted, stated in reference to the Portswood residents' survey 'Together with existing concerns over the level of university and retail-related parking, there are now also major concerns over the impact of the Sainsbury's development on parking in this locality'. It would seem that Sainsbury's may have been a major factor in influencing the outcome of the survey. As I suggested above, I think that there has been very limited formal soundings by your office and to the best of my knowledge the whole scheme was based on the submission of a resident's survey and I am unaware of the questions used in the survey to gauge opinion or of the validity of the sample (ie which residents were canvassed, how many responses were there etc.). I would be grateful if you have further information.**

5. In my discussion with Graham Muir, there has been no indication of any monitoring of what's happened in the 12 months since the current restrictions came into force, no evidence of any real 'review' of what's been achieved/problems caused by the restrictions. No reference was made to any road safety arguments in support of restrictions. Whilst the council should rightly respond to the needs of its residents it is important to recognise that the council should consider all residents rather than just those who shout loudest.

*All enquiries and correspondence related to the parking in the Portswood Resident Gardens area have been registered since the introduction of the Brookvale Road permit parking*

*restrictions. Local Resident associations were also invited to comment on the points raised, including the request from residents for Permit Parking restrictions in the area. The scheme was then proposed and advertised as this provides a formal legal process through which the public can raise objections, which can then be duly considered and decided upon.*

**Your response is clear, yet I am sure you may appreciate that from an external perspective the process seems very opaque. Why have you not summarised the correspondence? Surely, in making the case to concerned residents like myself, you might be able to provide greater detail on the real need for these restrictions?**

6. Non-resident parking in residential areas is caused by a variety of reasons, including underutilised public transport and road design unsuited for bicycle users. In these times of limited resources, investment would be much better spent in correcting these problems than by painting white lines, employing traffic wardens and shifting the problem elsewhere.

*The growth of the Uni-Link bus service from 1m to 4m passengers per year over the last 10 years in our view shows that enhanced public transport provision and permit parking can work together to reduce congestion and carbon emissions around the University.*

## Appendix 2 General Sustained Objections to the PRG Parking Scheme Proposals

The increased use of bus services is of course good news. The problem is that despite these data, other than Sainsbury's and retail parking the main objection seems to be related to University students/staff parking. Therefore, despite the good news about UniLink more needs to be done. Furthermore, a 400% increase in 10 years suggests that there is an appetite for further public transport investment. I would support this approach over the blunt instrument of residents parking.

Residents parking has some advantages in that it limits who can park in your street, but similarly, this is also a disadvantage because having friends and colleagues to visit becomes difficult. Even tradesmen such as plumbers and electricians etc. count as one of the 60 visitors per year unless a 2 week business permit is purchased. To some people this becomes isolating and I don't believe it is good for the community. The extensive street markings and posts etc are a secondary disadvantage.

### 3) FROM A RESIDENT OF WINN ROAD

Dear Mr Muir,

Thank you for your thorough letter of 29 July about Portwood parking. I see what you mean but still profoundly disagree. I feel that the expense of putting in all the signs and white lines cannot be justified in the present hard times.

Moreover, enforcement of yet more regulations costs money, at a time when more important services such as refuse collection are endangered. Putting up signs without enforcing them leads to the worst of all results - the public just ignoring the regulations and extending their disregard to other, more useful schemes. Enforcement costs money: neglecting it is worse.

I suggest, too, that these proposals are merely blowing the smoke away from the fire, which is the lack of provision for university parking.

Best wishes

RECEIVED



## **Appendix 2 General Sustained Objections to the PRG Parking Scheme Proposals**

### **FROM A LOCAL RESIDENT**

Dear Mr Muir,

Thank you for the copy of your letter of 29th July.

I would still urge the Cabinet of the Council to consider the impact of the proposed restriction in Abbots Way and Russell Place on local businesses, banks and the library with the greatly reduced availability of parking. Living in Russell Place, we seem well able to cope with the present arrangements (H-bars across the entrances to the house) and only rarely is our egress or entry to the property made difficult by poor parking. Should the new restrictions come in, can businesses 'buy' 8-hr parking slots?

I fear that the new arrangements will lead to a major loss of facility on the Parade.

Yours sincerely

Professor John Norman

### **FROM THE OAKMOUNT TRIANGLE RESIDENT'S ASSOCIATION**

Dear Mr Muir

#### **Re: Portswood Resident Gardens Permit Parking Proposals**

Thank you for your letter of 29<sup>th</sup> July 2011, responding to our Representation sent to the Solicitor to the Council on 14<sup>th</sup> April, which should be read in conjunction with this letter.

OTRA has given careful consideration to your comments, but we feel that they do not adequately address many of the issues we raised in our earlier letter, in which we objected to those parts of the proposed Amendment

- 1) introducing permit holder parking only on the north side of Brookvale Road
- 2) introducing 2 & 4 hour waiting except permit holders in Abbots Way & Russell Place.

With regard to Brookvale Road, we now accept that since, as you have pointed out, this is a bus route, some form of parking restriction may be desirable. Although we are still not clear how a residents-only parking scheme would achieve this, we are willing to withdraw this part of our objection.

With regard to Abbots Way and Russell Place, we stand by our original objection.

- 1) All properties in Abbots Way and Russell Place have ample off-road parking and, in consequence, little need for on-road parking by residents. The proposal for '*limited waiting except permit holders*' is recognition that there can be no justification for excluding non-resident parking, and also recognition that these roads are sufficiently wide that parking does not constitute a hazard to traffic. Because parking restrictions have been introduced on wide roads elsewhere does not negate or remove the point made in our objection, which is that roadside parking in Abbots Way & Russell Place causes no hazard or concerns about safety.

## Appendix 2 General Sustained Objections to the PRG Parking Scheme Proposals

- 2) OTRA continues to oppose the incremental extension of parking restrictions. We understand that the City Council's present policy is to promote restrictions piecemeal, in response to requests from residents. In your letter, you quote from the Strategic Parking Policy *"Residents' Parking Schemes should be introduced where there is excessive parking in an area by non-residents"*. It appears that residents groups are being allowed to establish their own definition of *"excessive"*, ranging from *"potentially dangerous"*, as occurs in areas of high-density housing where families with young children have to walk long distances between the nearest available parking space and their homes, to the merely *"unsightly"*, as is the case in Abbotts Way and Russell Place. You also state that *'Parking policy in residential areas will continue to focus on ensuring that residents do not experience problems resulting from commuter parking or from parking generated by major attractors'* There has been no demonstration that residents in Abbotts Way & Russell Place experience real problems as a consequence of roadside parking.
- 3) OTRA notes that there has been no formal review of the impact of the restrictions introduced in Brookvale Road following consultation with residents in the wider area (letter to residents in Oakmount Triangle, Portswood Residents Gardens, Highfield Lane & Brookvale Road 27th June 2008). The only reference is to *'positive feedback from residents within Brookvale Road'*; there has been no review of the displacement effect of those restrictions on neighbouring areas. This challenges the literally correct statement that the Cabinet has not previously considered permit parking in Abbotts Way & Russell Place, but this is not what we said in our objection. What we correctly said was that there had been consultation in 2008 on draft proposals which included restrictions in Abbotts Way & Russell Place and following that consultation, they were not progressed further. The point in OTRA's objection stands; there has been no substantive change justifying reversal of that decision & no proper review & examination of the impact on surrounding areas of the restrictions which were introduced in Brookvale Road following that consultation.
- 3) OTRA objects to the public expenditure involved. The City Council should not, especially in present circumstances, be promoting a scheme which has little or no public benefit and will involve both initial investment and continuing expenditure. Since the properties that would benefit have their own off-street parking, little revenue can be expected from second or visitor permits. The cost of the residents parking scheme would therefore fall almost entirely on taxpayers.
- 4) Parking will be displaced from the Residents' Gardens area if the proposed restrictions are implemented. This will increase competition for the limited, and already pressured, on-street parking available in the Oakmount Triangle, encouraging the removal of front-garden walls and planting which are so significant in giving the area the special character recognised by designation as a Conservation Area\*.

OTRA understands that the proposal, and representations made on it, will be reported to a meeting of the Cabinet which will decide whether the Order should be confirmed as it stands or be amended. OTRA would wish to be offered the opportunity to make representations at that meeting of the Cabinet.

\*(see Oakmount Triangle Conservation Area: Character Appraisal & Management Plan, 2008, pp. 14-15)

**John Marshall**

Professor John Marshall (OTRA, Chair)

## Appendix 2 General Sustained Objections to the PRG Parking Scheme Proposals

From a resident of Winn Road

### THE CITY OF SOUTHAMPTON (BASSETT, HIGHFIELD, AND HAMPTON PARK) (RESIDENT'S PARKING SCHEME) (AMENDMENT NO2) ORDER 2011

#### Conclusion

Thank you for your letter dated July 19<sup>th</sup>.2011, responding to my comments on April 15<sup>th</sup> 2011, relating to the Application noted above.

I do not accept your reply.

#### Argument

Your letter does not reply logically or accurately to the comments I made to the Solicitor to the Council in April. Reflecting your report on the parking levels in Westwood Park I am delighted that you say "...we travel on these roads at different times and are aware of that (sic) in certain sections parking is becoming concentrated". No accurate, professional surveys, to determine the existing traffic conditions, have been carried out in Westwood Park for many years. The effect of the proposals cannot be judged accurately.

You "judge the proposals appropriate". On what basis? Theory and experience based on the occasional "drive-by" with no grounding with observed fact?

Whilst noting your belief that you are "unable to see any impact from the timing of the Notice" I question whether it was appropriate to publicise them in a "Swing Ward" so close to the Council Elections.

Allied to this is my concern that the basic traffic issues have become subordinate to the need, identified in earlier Cabinet Minutes, to "maintain the good relationship" between the Council and the RGA: additionally reinforced by Details 13,14 and 15 recorded in the Cabinet Decision Statement of April 11<sup>th</sup>.

Conservation is important but it should not be used, as in this case, as a weapon to improve the quality of life for RGA residents, with the potential to diminish the safety and welfare for the average man in the adjacent areas

Please ensure that my original comments, your response and this letter are laid before the Cabinet

[See documents below]

## **Appendix 2 General Sustained Objections to the PRG Parking Scheme Proposals**

### **Re: Portswood Resident Gardens Permit Parking Proposals**

Thank you for letter of 15<sup>th</sup> April highlighting your views over the permit parking proposals for the Portswood Resident Garden's locality.

We have undertaken some analysis of potential displacement of parking from the restrictions in the locality of Portswood Residents Gardens based on our own observations and information from residents. Any such analysis by its nature is limited in that we can only observe patterns of parking or the absence of parking (e.g. during the University term). We can then take an indicative view based on source of the attraction for parking, as to where some displacement may occur.

Our assessment is that around 35 vehicles would be displaced from Brookvale Road, Abbots Way and Russell Place (that could not be accommodated within the remaining unrestricted parking in these roads). Of these we estimate around half are University-related vehicles, which we would expect to displace into the Oakmount Triangle or potentially eastward to Grosvenor Road. The remaining retail-related parking, we would expect to displace into Westward Road or south of Portswood Road. Winn Road may however be subject to some displacement, if parking is not available in these roads and potentially some short-medium stay parking, if this is not absorbed within the limited waiting capacity in Abbots Way and Russell Place. It however remains our experience and view that it is difficult to predict these patterns of displacement.

Given there was a very high response rate to the Public Notice and that Ward Councillors were kept informed of the proposals and responses, I am unable to see any impact from the timing of the notice.

The role of the Cabinet of the Council is to consider and decide on any sustained objections to parking regulations. In making these decisions they will judge whether further technical advice or information is required..

I share your view that there has been an increase in parking in the locality (albeit with the variations you have highlighted) this reflects a convergence of university, retail and commuter-related parking. Whilst no quantitative surveys were undertaken in Winn Road and Westwood Road, we frequently travel on these roads at different times and are aware of that in certain sections parking is becoming concentrated.

The difficulty with Winn Road and Westwood Road is that it has been subject to major developments for which it is expected that parking will be accommodated on site. Thus proposals have been drafted to help provide better visibility around the accesses, in response to requests from residents.

A permit parking scheme has not been considered, as any developments since April 2001, would be excluded from entitlement to permits and resident requests have focused on the issue of accessibility, rather than on-street parking availability.

In terms of your Freedom of Information request (see below), your questions were worded as follows:

- a) The dates and details of Parking Surveys carried out in Winn Road and Westwood Road since January 2008.
- b) The dates and details of Automatic Traffic Counter Surveys carried out in Winn Road and Westwood Road since January 2008 with details of traffic speeds noted
- c) The dates and details of any other relevant parking surveys or speed checks carried out in both roads since January 2008.

## Appendix 2 General Sustained Objections to the PRG Parking Scheme Proposals

- d) Details on the rationale that determined the date for the publication of the new parking restrictions.

Whilst I appreciate that subject matter is closely related the questions in your letter of objection that you refer to as being part of your FOI request are different and were not therefore previously responded to.

- + How many vehicles will be displaced from the Residents' Garden Area?
- + Where is it anticipated that these vehicles will relocate?
- + What studies have been carried out to determine the likely effect in Westwood and Winn Roads?
- + What provision will be made for residents in the two roads, living in blocks of flats built after 2001, where on-site parking space is limited by Government and Council Regulation, who are obliged to park offsite.

The response to the first three points, as far as it possible to do so, is covered above. The answer to final questions is also partly addressed above. As government and Council Policy for the planning permission for developments after 2001 was based on the assumptions that parking would be on-site and limited to promote the use of sustainable travel, there is no intended provision for parking other than the unrestricted parking that currently applies in these roads.

In terms of your criticism of the work associated with these proposals, as highlighted above, it would be a matter for the Cabinet of the Council to decide whether further work is required to address your objections.

Whilst I appreciate your concerns over vehicles speeds, the provision of additional speed checks / traffic flows in Winn Road, would generally be considered to outside the scope of this public consultation process, unless the Cabinet of the Council consider otherwise.

Whilst I therefore appreciate your concerns, Traffic Management remains of the view that the proposals are still appropriate (with the exception of a minor amendment in Church Lane). I hope that you will find this decision acceptable, but if, for any reason you do not, and you wish to make an objection to this proposal, you have a right to do so. Your objection would then be placed before the Council's Cabinet for a decision.

**Should you wish to make an objection in this way, please write to me stating your reasons for doing so and making sure your letter reaches me no later than 31<sup>st</sup> August 2011.** Please note that in the event you wish to make an objection and request that it be considered by the Council's Cabinet body, any such correspondence will be included within a Cabinet report accessible by the public or be subject to disclosure under Freedom of Information legislation. To protect the personal information of private individuals, the Council will remove the address, telephone number and/or email address from their correspondence prior to disclosure. Otherwise objectors would need to advise the Traffic Management team, if there is any other personal information they would wish to remain confidential.

If you require any further information please contact me, otherwise please note that Traffic Management is now part of Balfour Beatty working for Southampton City Council, as part of the Highway Services Partnership.

Yours sincerely,

*Graham Muir*, Traffic Engineer, Traffic Management

**THE CITY OF SOUTHAMPTON (BASSETT, HIGHFIELD, AND HAMPTON PARK) (RESIDENT'S PARKING SCHEME) (AMENDMENT NO 2) ORDER 2011**

I wish to comment on the elements of the order above, relating to the proposals affecting Brookvale Road, Abbots Way and Russell Place and the effect of those proposals on Winn Road and Westwood Road.

Comments

+ No data has been collected or analysis made by the Traffic Management Section to determine the potential for increased parking in Winn Road and Westwood Road that may follow the proposals noted above.

+ The timing of the publication of the proposals was inappropriate, so close to the Council Elections in May

Discussion

In seeking to understand the research undertaken by Traffic Management in reaching their decisions I asked for information from Councillors Vinson and Capozzoli. Both Councillors commented that their level of expertise on the subject was insufficient to answer the questions posed but they would obtain a response from Traffic Management. This was done with speed and efficiency.

Reflecting the reaction of two Councillors, it is logical to assume that the traffic expertise of the Cabinet Members, who will make the final decision on the proposals, is at the same level. They will depend on accurate and up to date information: particularly important in the constantly changing parking patterns in Westwood Park

The patterns vary significantly through the year, with a lower parking density during the School and University holidays. Outside the vacation periods these vehicles, added to the large number owned by commuters, evident on any working day, cause significant visibility and access problems for residents

The situation has worsened since parking was restricted in Cemetery Road in November 2009. A quote made at the time, commented that Cemetery Road had become a "Park and Ride" centre for commuters- the problem was simply transferred to Westwood Park

In earlier requests to the Council under the FOI Act, I established that a Parking Survey was carried out in Westwood Park in January 2008, twenty-two months before the restrictions were imposed in Cemetery Road. I assumed that further checks had been carried out to determine the effects of the restrictions that would provide an accurate base to determine the effect of the new proposals on surrounding streets. In a recent FOI request I learned that no quantitative surveys on the level of on-street parking in Winn Road or Westwood Road have been carried out since 2008. No up to date information on the existing status is available.

## Appendix 2 General Sustained Objections to the PRG Parking Scheme Proposals

Abbotts Way and Russell Place provide all day parking for businesses in Portswood through the working week. The density varies, principally because Waitrose Partners are allowed to use the onsite car park on Monday, Tuesday and Wednesday but not on Thursday, Friday and Saturday. I anticipated that the Traffic Management Section would hold information on the effect of the proposed changes. I therefore asked four questions: -

- + How many vehicles will be displaced from the Residents' Garden Area?
- + Where is it anticipated that these vehicles will relocate?
- + What studies have been carried out to determine the likely effect in Westwood and Winn Roads?
- + What provision will be made for residents in the two roads, living in blocks of flats built after 2001, where on-site parking space is limited by Government and Council Regulation, who are obliged to park offsite.

The reply from the Traffic Management Section, in response to the first three questions, stated that no studies had been carried out to determine the effects of the displacement on the adjacent areas.

The response to the final question advised that while Westwood and Winn Roads already have a high level of on-street parking, permit parking in the area is not considered appropriate. A scheme is being considered to prevent parking at any time near vehicle accesses for proposal in 2011/2012

Viewing this data, it is difficult to understand a technical defence for the proposal. Whilst unfamiliar with the detailed aspects of Traffic Management I can only relate the process of decision-making to my own pre-retirement working life, first as a Navigating Officer at sea, later supervising and commissioning complex Refinery plants. I cannot imagine the reaction of my Managers had I proposed plans, operations or changes based on data five years old, yet this appears possible within the Cabinet organisation responsible for important decisions-surely a confirmation of Northcote-

Commenting on this reply, as a retired, non-driving pedestrian, I suggest that overall conditions have changed in the last five years. How valid are five year old volumetric flows on an established 'rat-run'? Whilst accepting that the effective narrowing of the road tends to slow the speed of responsible drivers it does not deter those to whom speed is all. Simple observation will confirm that view. I suggest this should be done after the School and University holidays. That will at least ensure that one current fact is available in judging the total issue.

## **Appendix 2 General Sustained Objections to the PRG Parking Scheme Proposals**

### **FROM A RESIDENT OF WINN ROAD**

Thank you for your letter of 29<sup>th</sup> July 2011. I am pleased that consideration will be given to restricting parking close to accesses in Winn Road and Westwood Road. However, I am disappointed that you consider the proposals still appropriate. Abbot's Way and Russell Place are very wide roads and there is room for car parking each side of these roads while still allowing 2 way traffic flow; and they are not on bus routes. Implementing the proposal will put more pressure on other areas less able to cope. Problems with non-residential parking are a reflection of the car born age in which we live in and the burden needs to be spread over as wide an area as possible; the proposals, as outlined, will simply transfer the problem and, for this reason, I wish to register my objection

### **FROM PORTSWOOD HARDWARE A RETAIL BUSINESS ON PORTSWOOD ROAD**

Thank you for your letter of 29<sup>th</sup> July regarding the parking proposals for the Portswood Resident Garden's locality.

I would still like to make an objection to these proposals. I feel that the proposals for limited 2 hour and 4 hour parking in the proposed roads is of no use to anyone. I run a small business in Portswood Road and if these parking restrictions come into force I will be unable to park and neither will my staff. As for the permits I can not afford to pay £306 per annum for myself and my staff, there is also the issue of safety in the winter, sometimes I have to walk round in the dark on my own, and knowing it is a short distance to my car I feel quite safe.

I have spoken to numerous residents from this area who are customers of mine and I have yet to find any that wish these proposals to go ahead. With the Sainsbury store going ahead there is plenty of parking for customers, and if Waitrose were made to let their staff use the car park it would make life easier, as it is you can only use Waitrose's car park whilst shopping in their store.

We are not the only business in Portswood who are worried about this, as with no where for us to park, as workers, how are we supposed to run our businesses, we need all the help we can get in the current climate. If permits were to be issued for all day parking at a reasonably cheap cost within the Portswood area this may be a solution for many of us, if not and these proposals go ahead I can see most of the small independent businesses in Portswood closing.



**Objections to No Waiting at Any Time restrictions outside 2 Church Lane (in place of a permit parking only restriction initially advertised)**From a resident of Church Lane

## Re Church Lane Parking Permit Proposals

Thank you for your letter. I wrote to you on 30 March on behalf of my wife and myself having strongly supported the proposals as they stood. However, having read the counter proposal by the resident of 2 Church Lane, we find the reasoning of 'safety grounds' to be quite unjustified. Furthermore, as this would lead to a reduction in parking places to two, on account of the adjacent 'disabled' block, this seems a poor return for the five homes located there.

From a resident of Church Lane

Thank you for your letter dated 29 July 2011 relating to the Portswood Resident Gardens Permit Parking Proposals.

As residents of Church Lane at the Highfield Church end, we were disappointed to read that the council was supporting a request by the owners of number two Church Lane to amend the two spaces outside their property to a 'no waiting at any time restriction'.

We previously wrote to you to give our support to the introduction of resident parking only zones in the immediate vicinity of our property. In so doing we did not envisage that the overall number of available spaces would be reduced. The number of road parking spaces in this particular part of Church Lane is a key issue affecting all residents of this part of Church Lane. The fact that the available spaces are now being reduced from five to three will cause us a significant loss of amenity to all households.

It is also not clear to us what safety grounds would have been put forward to support the application, and we would be grateful to receive further information in this regard. It would also be helpful if the council would comment on whether it has considered retaining one of the two spaces outside number 2 Church Lane as this may provide some balance in the circumstances.

We would kindly request that a consultation process be undertaken with the residents of this part of Church Lane so that we, and other affected residents, may have a say in this revised proposal.

We also take the opportunity to comment on the traffic calming measure that is opposite Church Lane path, which is a principal cause of the limited availability of parking in this vicinity. This generates many near misses due to cars accelerating dangerously down the road, on the wrong side of the road, in order to quickly get around the indentation, and avoid having to stop for a car coming up the road. We would therefore also like to ask whether the council has considered reviewing the effectiveness and safety of this infrastructure, as we strongly believe that there are alternatives (such as one that indents from both sides of the road as on Brookvale Road and Russell Place) that would both enhance the safety position and permit further parking spaces in this area.

### **Appendix 3 Sustained objections to specific parking restriction proposals and/or requests for specific parking restrictions**

#### Objection from Brookvale Adolescent Service to No Waiting at Any Time restrictions outside 30 Brookvale Road

Thank you for your letter dated 29<sup>th</sup> July 2011. I have some real concerns over the outcome and wish to have my objections heard before the Council's cabinet for a decision.

I aim to outline my concerns below making reference to your letter:

As far as I am aware, none of our staff park close to De Grouchy lane and they are always mindful of blocking access to any other property or road. Indeed De Grouchy lane is some way up Brookvale Road. The staff and visitors to our service park close to the actual building. By restricting parking outside of our building, number 30, parking will increase close to De Grouchy Lane so this will not help at all.

I was interested by your paragraph stating that there is always parking in Abbotts Way and Russell Place. I am sure Abbotts Way and Russell Place residents will not want to hear this as this will cause an immense amount of congestion in their road if our staff and visitors are encouraged to park there instead of outside our own building. Staff would then aim to park anywhere where there is a space, this would also impact on Blenheim avenue to the West which again would cause displeasure to those residents too.

Whilst I appreciate that the council are not obligated to provide on street parking for staff using Brookvale Youth Mental Health Service, of the staff group we have at present, 70% live outside of the city and travel daily by car as public transport is not viable. By the very nature of the job, vehicles are required by the community nursing staff to visit clients across the city. Indeed, the parking needs are transient due to staff visiting the service only to get appointments and collect items needed for a community visit. When meetings are held at the unit, staff are always encouraged to park within the car park of the building or share cars whenever they can. As for clients using public

transport, we have encouraged this whenever possible however for some this means catching two buses from their home address, one to the centre of town, the other out to Portswood. If they are bringing their family as is often the case, the cost becomes prohibitive. For this reason alone, staff will often visit the family at home which is both more cost effective and pleasant for the young person in distress.

### **Appendix 3 Sustained objections to specific parking restriction proposals and/or requests for specific parking restrictions**

We have undertaken a lot of service user feedback lately, one of the key issues was accessibility and the value of being able to park close by and attend for appointments. To limit parking to nearby streets is going to greatly hinder our service provision for our young people. We have spent many years ensuring we build effective relationships with service users by creating a service that is non clinical and integrated into the local community.

By way of conclusion, I would like to again ask if the proposed No waiting at any time area directly outside the property be changed to limited parking of 4 hour waiting. This will allow staff to park to gain their daily appointments and attend any meeting or client session they have then to leave the area. For those needing to stay in the building for longer such as myself, those staff could use the car park albeit parking is limited to eight cars and we are a team of thirty two.

I would welcome a face to face appointment with you if that would help to explain in more detail about our concerns and to be as co-operative with the council as possible.

#### FROM A RESIDENT OF BROOKVALE ROAD OBJECTING TO THE PROPOSED NO WAITING AT ANY TIME RESTRICTION OUTSIDE 49 BROOKVALE ROAD

Thank you for your email dated 28th of July. We are now formalising our objection, as advised in your email, in relation to the parking restriction proposals on Brookvale Road (SO17 1QS). We request that it be considered formally by the Council's Cabinet body.

Primarily we dispute the need for 'no waiting at any time' restrictions outside number 49 Brookvale Road/De Grouchy Lane entrance. Although it is essential to inhibit people parking exactly adjacent to the entrance to De Grouchy Lane (making it easier to access/exit the lane safely), we do not feel that this is the best option. This proposal, if passed, would then mean that we are no longer able to park outside our house, even during off-peak periods. In conjunction with the other parking proposals within the vicinity, we are extremely concerned that we will be unable to park on Brookvale Road at all during peak times due to several local businesses utilising the road for free parking currently (numbers 30 & 34 Brookvale Road, Highfield church school, University...).

We would also, as suggested by yourself, like to request being added to the current permit entitlement register for Brookvale Road as a remedy in the short-term. In the long-term, we would like to request permit parking adjacent to 49 Brookvale Road and inclusion in future parking/permit proposals for this area.

**Appendix 3 Sustained objections to specific parking restriction proposals and/or requests for specific parking restrictions**

FROM A RESIDENT OF BROOKVALE ROAD REQUESTING 2 HOUR LIMITED WAITING 8AM TO 6PM ON THE SOUTH WEST SIDE OF BROOKVALE ROAD BETWEEN WINN ROAD AND WESTWOOD ROAD

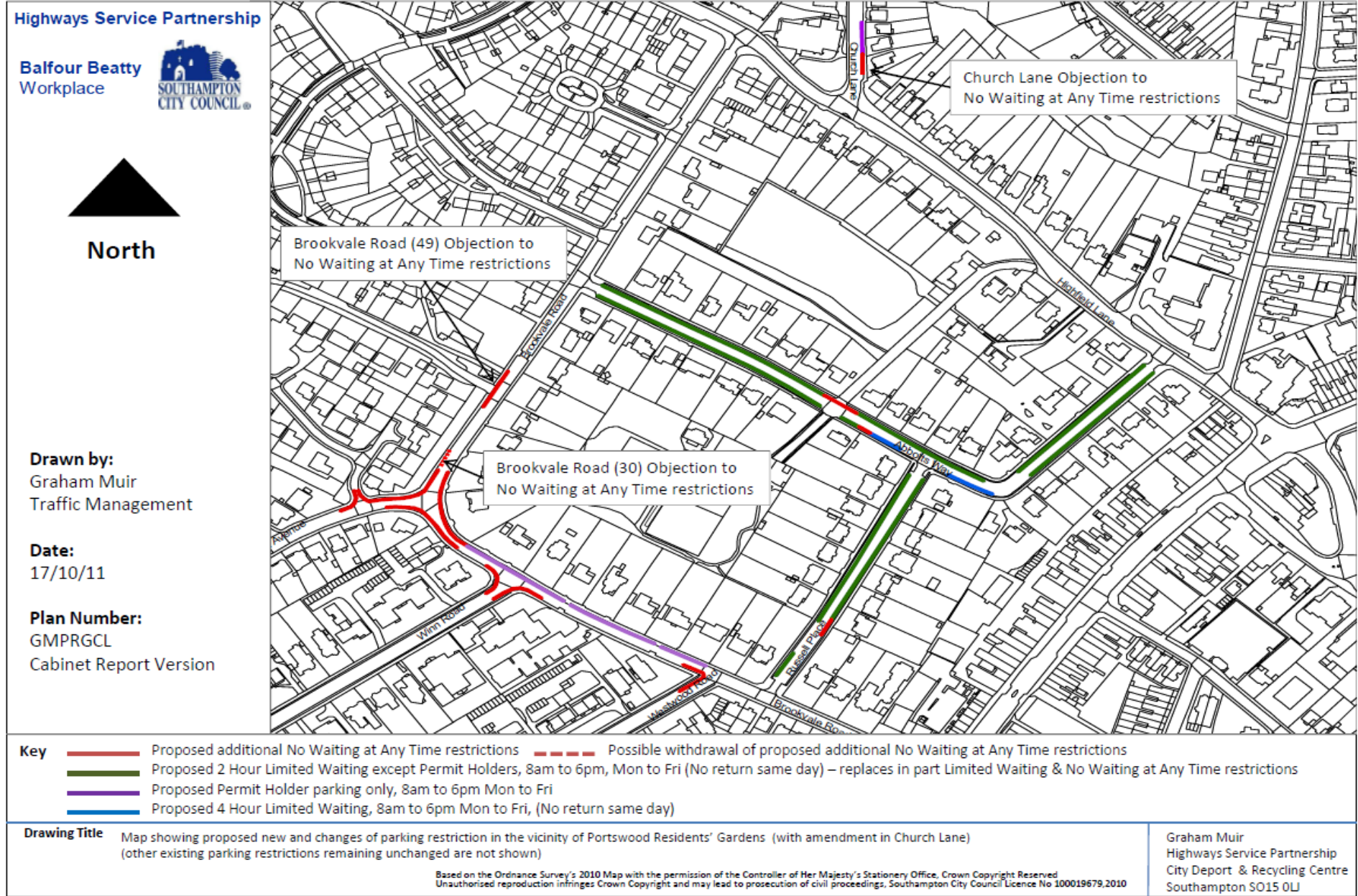
Dear Mr. Muir,

Thank you for your letter of the 29<sup>th</sup>. July

You ask for further comments. We note that the plan will still allow for unrestricted parking in the SW side of Brookvale Road between Winn Road and Westwood Road. This stretch is by far the most congested length of Brookvale road and, while we recognise that parking is necessary, it would be much better to limit it to a two hour period, 8.0 to 6.0, - as indicated by a green marking on your map for elsewhere. Otherwise, the space will simply be blocked up by people parking all day, as space is denied to them elsewhere, and denying the space to people who want to visit Portswood High St. or other places in the area on a shorter and more irregular basis.

Additionally, large vehicles parked there makes it very difficult for us to enter our drive, and indeed, such a vehicle parked opposite a car, creates big problems for the buses.

**Appendix 4: Map showing the amended proposal for No Waiting at Any Time parking restrictions outside 2 Church Lane and the reduction in No Waiting at Any Time restriction now recommended to address the objection from 30 Brookvale Road and the restriction objected to by 49 Brookvale Road (recommended to retain).**



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# Agenda Item 5

## EXECUTIVE DECISION MAKING

### RECORD OF THE DECISION MAKING HELD ON 24 OCTOBER 2011

#### Present:

Councillor Smith	-	Leader of the Council
Councillor Moulton	-	Cabinet Member for Children's Services and Learning
Councillor Baillie	-	Cabinet Member for Housing
Councillor Fitzhenry	-	Cabinet Member for Environment and Transport
Councillor Hannides	-	Cabinet Member for Resources, Leisure and Culture
Councillor White	-	Cabinet Member for Adult Social Care and Health

#### 37. EXECUTIVE APPOINTMENTS

Cabinet approved the appointment of Councillor Fitzhenry and Councillor Jones (deputy) to the Southern Regional Flood and Coastal Committee for the remainder of this municipal year.

#### 38. RESPONSE TO THE SCRUTINY INQUIRY REPORT ON PRIMARY SCHOOL EDUCATIONAL ATTAINMENT FOR CHILDREN WITH SPECIAL NEEDS

DECISION MADE: (Ref: CAB 11/12 6871)

On consideration of the report of the Cabinet Member for Children's Services and Learning Cabinet agreed to approve the response to the Scrutiny Inquiry.

#### 39. INTEGRATION OF WESSEX YOUTH OFFENDING TEAM OPERATIONS FOR SOUTHAMPTON WITHIN SOUTHAMPTON CITY COUNCIL FROM APRIL 2012, INCORPORATING THE ANNUAL YOUTH JUSTICES PLAN

DECISION MADE: (Ref: CAB 11/12 6655)

On consideration of the report of the Cabinet Member for Children's Services and Learning, Cabinet agreed the following:

- (i) To recommend the Wessex Youth Justice Plan 2011/12 to Council for approval as part of the Policy Framework.
- (ii) To delegate authority to the Executive Director of Children's Services and Learning to do anything necessary to support, plan and implement the discontinuance of the Wessex YOT partnership and the integration of YOT operations into the City Council from 2012/13 within approved budgets.

40. JOINT WORK WITH THE ISLE OF WIGHT TO PROVIDE SCHOOL IMPROVEMENT AND EDUCATION RELATED SERVICES

DECISION MADE REF: CAB 11/12 7373

On consideration of the report of the Cabinet Member for Children's services and learning Cabinet agreed the following:

Having complied with paragraph 15 of the Council's Access to Information Procedure Rules:

- (i) To agree to the development of a working relationship with the Isle of Wight Council to provide school improvement and related education functions for an initial period covering the academic year 2011/12.
- (ii) To delegate authority to the Executive Director of Children's Services and Learning following consultation with the Acting Head of Legal and Democratic Services to do anything necessary to support, plan and implement the collaborative working arrangements.

41. HAMPSHIRE MINERALS AND WASTE PLAN: SUBMISSION

(DECISION MADE: (Ref: CAB 11/12 7030)

On consideration of the report of the Cabinet Member for Environment and Transport, Cabinet amended the background study 'Assessment of Sites and Areas for Waste Management Facilities' regarding site SCC018 (Port of Southampton site near Millbrook) as follows:

- a) To exclude development categories 4 and 6; and
- b) To require any proposals to be fully justified and appropriate.

With this amendment Cabinet agreed:

- (i) To approve the Hampshire Minerals and Waste Plan, as Appendix 1, for public consultation and submission to the Secretary of State.
- (ii) To delegate to the Head of Planning and Sustainability, following consultation with the Cabinet Member for Environment and Transport, to make changes to the Plan prior to its submission; or to recommend changes to the examination inspector; provided these are minor changes or changes which do not affect Southampton.

42. CONFIRMATION OF AN ARTICLE 4(1) DIRECTION

DECISION MADE: (Ref: CAB 11/12 7290)

On consideration of the report of the Cabinet Member for Environment and Transport, Cabinet agreed the following:

- (i) To note and consider the consultation responses received during the extended consultation period.



- (ii) To confirm that the introduction of an Article 4(1) on a City wide basis to withdraw the permitted development rights to convert a dwellinghouse (C3) to a House in Multiple Occupation (C4) is appropriate from the effective date of 23<sup>rd</sup> March 2012.
- (iii) To delegate authority to the Head of Legal and Democratic Services to notify the Secretary of State in accordance with statutory requirements and to take all other action considered necessary or expedient to give effect to the matters set out in this report.

43. RESPONSE TO THE SCRUTINY INQUIRY REPORT ON INCREASING CRUISE SHIP PASSENGER SPEND IN SOUTHAMPTON

DECISION MADE: (Ref: CAB 11/12 6850)

On consideration of the report of the Leader of the Council, Cabinet agreed the following:

- (i) That Cabinet approve the responses to the recommendations as detailed in Appendix 1.
- (ii) That the role of co-ordinating actions of various relevant departments within the Council and securing participation of external organisations and the private sector be delegated to the Director of Economic Development.
- (iii) To delegate authority to the Director of Economic Development to negotiate and look to other departments for supporting resources with regard to prioritising and implementing these recommendations.

44. HOUSING REVENUE ACCOUNT SELF FINANCING: REFORM OF COUNCIL HOUSING FINANCE

DECISION MADE: (Ref: CAB 11/12 7293)

On consideration of the report of the Cabinet Member for Housing Cabinet agreed to consider and agree the recommendations to Council.

45. GENERAL FUND REVENUE BUDGET 2012/13 TO 2014/15

DECISION MADE: (Ref: CAB Decision No: 11/12 7285)

On consideration of the report of the Cabinet Member for Resources, Leisure and Culture; Cabinet agreed the following:-

- (i) To note the Executive's Policy Priorities contained in Appendix 1.
- (ii) To approve the consultation proposals and methodology set out in Paragraphs 4 and 5 and Appendix 2 of this report and that delegated authority be given to the Senior Manager – Communications, following consultation with the Cabinet Member for Leisure, Culture & Resources to fine tune and implement the consultation proposals and methodology.
- (iii) To note the high level forecast for the General Fund for 2012/13 and the underlying assumptions contained in Appendix 3.

- (iv) To note that the Executive's budget proposals for consultation are based on the assumption that they will recommend a Council Tax freeze to Full Council.
- (v) To note the Executive's proposals put forward for consultation in Appendix 4.
- (vi) To delegate authority to the Chief Executive as Head of Paid Service in consultation with the Chief Financial Officer (CFO) and the Solicitor to the Council to explore the proposed changes to the current Discretionary Severance Policy (i.e. redundancy policy) in consultation with staff and the Trade Unions in the light of the financial position of the Council and the priority being placed on protecting jobs and services.
- (vii) To note the medium term financial forecast for 2012/13 to 2014/15 contained in Appendix 5.
- (viii) To approve the updated budget setting timetable contained in Appendix 6.
- (ix) To delegate authority to the CFO, following consultation with the Cabinet Member for Leisure, Culture & Resources to do anything necessary to give effect to the proposals contained in this report.
- (x) To confirm an ongoing external recruitment freeze to all non essential posts.
- (xi) To agree to put in place a moratorium on all non essential expenditure for the remainder of the financial year.

46. LAND AT YEOVIL CHASE, HAREFIELD, SOUTHAMPTON

DECISION MADE: (Ref: CAB 11/12 7168)

On consideration of the report of the Cabinet Member for Resources, Leisure and Culture; Cabinet agreed the following:

- (i) To approve the principle of the sale of the Council's freehold interest in the land shown in Appendix 1, Plan V3186.
- (ii) To delegate authority to the Head of Property and Procurement after consultation with the Director for Corporate Services and the Cabinet Member for Resources, Leisure and Culture to approve the preferred bidder, agree terms of the sale and carry out all ancillary matters to enable disposal of the site.
- (iii) To delegate authority to the Head of Children's Services and Learning Infrastructure and Strategy, after consultation with Head of Property and Procurement and Director of Corporate Services, to approve the expenditure of any surplus capital receipt as directed by the Department of Education conditions regarding the disposal of the playing field.

47. PROPOSED SHARED PROVISION OF INTERNAL AUDIT SERVICES WITH HAMPSHIRE COUNTY COUNCIL AND WEST SUSSEX COUNTY COUNCIL

DECISION MADE: (Ref: CAB 11/12 7330)

On consideration of the report of the Cabinet Member for Resources, Leisure and Culture; Cabinet agreed the following:

- (i) To agree in principle to support the establishment of an Internal Audit shared service partnership with Hampshire County Council and or West Sussex County Council, with Hampshire acting as host authority.
- (ii) That the Head of Finance (CFO) be given delegated authority to:
  - (a) continue to explore the setting up of a partnership, and
  - (b) subject to ensuring that the partnership will be at a minimum cost neutral or a saving to the Council and in consultation with the Head of Legal and Democratic Services, to enter into a Partnership Agreement with Hampshire County Council and or West Sussex County Council for the provision of a joint internal audit services function with effect from 1 April 2012 upon such terms and conditions as the Head of Finance (CFO) considers appropriate and reasonable.
- (iii) That following the signing of the Partnership Agreement and on commencement of arrangements that internal audit staff (as detailed in exempt Appendix 1) be transferred under TUPE to Hampshire County Council.

48. MILLBROOK TRADING ESTATE - DISPOSAL OF FREEHOLD INVESTMENT

DECISION MADE: (Ref: CAB 11/12 7399)

On consideration of the report of the Cabinet Member for Resources, Leisure and Culture; Cabinet agreed the following:

Having complied with paragraph 15 of the Council's Access to Information Procedure Rules:

- (i) To approve the sale of the freehold investment in the Millbrook Trading Estate to the recommended bidder on the revised basis as set out in Confidential Appendix 2 and to delegate authority to Head of Property & Procurement to negotiate final details of sale and to accept the next best bid in the event of the selected bidder not proceeding and to continue such process as necessary.
- (ii) That the Head of Legal, HR and Democratic Services be authorised to enter into any legal documentation necessary in respect of the sale.
- (iii) To note that the capital receipt will be used to reduce the current funding deficit in the capital programme.

49. POTENTIAL ENERGY EFFICIENCY MEASURES

DECISION MADE: (Ref: CAB 11/12 7304)

On consideration of the report of the Cabinet Member for Housing, Cabinet agreed the following:

- (i) Subject to Council approving the new HRA capital programme at its meeting on 16 November, to approve in accordance with Financial Procedure Rules, spending of £3M (phased £498,000 in 2011/12 and £2,502,000 in 2012/13)

- on the central heating distribution system and related works at Oslo, Havre, Copenhagen and Hampton Towers, utilising the funding in the HRA capital programme currently shown under the heading “International Way Cladding”.
- (ii) To note that this is a contribution towards a larger scheme that provides significant structural and environmental improvements to these blocks in a key area of the City including new windows, heating, and external insulation as well as the installation of energy-saving Photo-Voltaic (PV) panels on roof tops.

# Agenda Item 9

<b>DECISION-MAKER:</b>	CABINET
<b>SUBJECT:</b>	CORPORATE REVENUE FINANCIAL MONITORING FOR THE PERIOD TO THE END OF SEPTEMBER 2011
<b>DATE OF DECISION:</b>	21 NOVEMBER 2011
<b>REPORT OF:</b>	CABINET MEMBER FOR LEISURE, CULTURE & RESOURCES
<b>STATEMENT OF CONFIDENTIALITY</b>	
N/A	

## **BRIEF SUMMARY**

This report summarises the General Fund and Housing Revenue Account (HRA) revenue financial position for the Authority for the six months to the end of September 2011, and highlights any key issues by portfolio which need to be brought to the attention of Cabinet.

## **RECOMMENDATIONS:**

### **General Fund**

It is recommended that Cabinet:

- (i) Note the current General Fund revenue budget for 2011/12 as at Month 6 (September), which is a forecast under spend at year end of **£20,000** against the budget approved by Council on 16 February 2011, as outlined in paragraph 4.
- (ii) Note that the baseline forecast over spend for portfolios is £1.5M.
- (iii) Note that portfolios plan to take remedial action to manage a number of the corporate and key issues highlighted in this report and that the financial impact is reflected in the forecast position.
- (iv) Note that the Risk Fund includes £1.9M to cover service related risks, and that the estimated draw at Month 6 is £560,000 to cover expenditure which is included within the baseline forecast portfolio over spend of £1.5M. At this stage of the year it has been prudently assumed that the remainder of the Fund will be fully utilised.
- (v) Note that the Revenue Development Fund totals £1.2M. At this stage of the year it has been assumed that the remainder of the Fund will be fully utilised.
- (vi) Note that £100,700 has been allocated from the contingency to fund the majority of the cost of introducing a market supplement of £1,400 per annum for a range of social workers within Children's Services & Learning on a temporary six month basis. This now fully utilises the contingency of £250,000 which was originally built into the 2011/12 budget.
- (vii) Note the forecast level of balances which will not fall below the minimum level of £4.5M in the medium term based on the current forecast.
- (viii) Note the performance to date with regard to the delivery of the agreed savings proposals approved for 2011/12 as detailed in Appendix 9.

- (ix) Note the performance against the financial health indicators detailed in Appendix 10.
- (x) Note the performance outlined in the Quarterly Treasury Management Report attached as Appendix 11.

**Housing Revenue Account**

It is recommended that Cabinet:

- (xi) Note the current HRA budget monitoring position for 2011/12 as at Month 6 (September), which is a forecast under spend at year end of **£194,100** against the budget approved by Council on 16 February 2011, as outlined in paragraph 19.

**REASONS FOR REPORT RECOMMENDATIONS**

- 1. To ensure that Cabinet fulfils its responsibilities for the overall financial management of the Council’s resources.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

- 2. Not applicable

**DETAIL (Including consultation carried out)**

- 3. Heads of Service, Budget Holders and Executive Directors have been consulted in preparing the reasons for variations contained in the appendices.

**4. Financial Summary**

Appendix 1 sets out a high level financial summary for the General Fund, and shows that the overall forecast outturn position for the Council is an under spend of **£20,000**, as shown below:

	<b>Forecast Outturn Variance £000's</b>	<b>Forecast Outturn Variance %</b>
<b>Baseline Portfolio Total</b>	<b>1,482.2 A</b>	<b>0.7</b>
Draw From Risk Fund	560.0 F	
<b>Portfolio Total</b>	<b>922.2 A</b>	<b>0.4</b>
Capital Asset Management	750.0 F	
Other Expenditure & Income	192.2 F	
<b>Net Total General Fund</b>	<b>20.0 A</b>	<b>0.0</b>

As shown in the above table, the forecast portfolio revenue outturn on net controllable spend for the end of the year compared to the working budget is an over spend of £922,200 and this is analysed below:

Portfolio	Baseline Forecast Outturn Variance £000's	Risk Fund Items £000's	Forecast Outturn Variance		See Appendix
			£000's	%	
Adult Social Care & Health	1,162.3 A	560.0	602.3 A	0.9	2
Children's Services & Learning	338.1 A	0.0	338.1 A	0.9	3
Environment & Transport	32.6 A	0.0	32.6 A	0.1	4
Housing	143.6 F	0.0	143.6 F	1.5	5
Leader's	248.8 F	0.0	248.8 F	3.3	6
Leisure & Culture	401.6 A	0.0	401.6 A	5.7	7
Resources	60.0 F	0.0	60.0 F	0.1	8
<b>Portfolio Total</b>	<b>1,482.2 A</b>	<b>560.0</b>	<b>922.2 A</b>	<b>0.4</b>	

The corporate and key issues affecting each portfolio are set out in Appendices 2 to 8, as per the previous table.

5. **Remedial Action**

Portfolios plan to take remedial action to manage a number of the corporate and key issues highlighted in this report. Specific actions are included within Appendices 2 to 8 where applicable and the financial impact is reflected in the forecast position.

6. **Capital Asset Management**

The favourable variance of £750,000 is primarily due to a reduction in net interest payable resulting from lower than anticipated borrowing costs. This has been as a consequence of the fact that we have borrowed at lower rates than originally estimated. Lower rates have been achieved through a conscious decision to continue to utilise short term debt which remains available at lower rates than long term debt due to the depressed market. The predictions based on all of the economic data are that this will continue for the remainder of the year.

7. **Other Expenditure & Income**

The favourable variance of £192,200 relates to four off setting factors:

- Corporate Savings (£1.8M A)
  - Delayed implementation of the changes to Terms & Conditions (£1,316,000 A) – When the budget was set in February an implementation date of 1 April was assumed on the basis that a collective agreement was still possible. The implementation date achieved was delayed as no collective agreement was reached with the Trade Unions, meaning that a notice period of three months was required. As a consequence, the changes were not implemented until 11 July resulting in a reduction in the saving to be achieved in 2011/12.

- HMRC Mileage Rate (£27,000 A) – The changes to Terms & Conditions included a reduction in mileage rates to match the HMRC rate. This rate was 40p but shortly after the budget decision HMRC increased it to 45p which reduced the saving to be achieved in 2011/12. The full year impact of this is £107,800 and this will be reflected in the revised budget forecast position for future years.
- Management Restructure (£443,000 A) – As part of a range of measures designed to address the severe financial position facing Southampton City Council and reflect the wider significant changes to the public sector, the Chief Executive announced plans to implement a new organisation of Council services early in 2011/12. The plans are well underway and will deliver proposed savings in 2012/13 of approaching £1.0M. However, in 2011/12 the originally estimated implementation timescale has been revised resulting in an in year adverse variance. Savings that accrue within 2011/12 will be included within Portfolio forecasts due to the fact that the changes are being managed locally taking into account service needs.
- Exceptional Items (£2.8M F) – As a result of two separate issues a favourable variance has arisen. The items are:
  - Supporting People (£1,340,000 F) – In previous years this ring-fenced grant was not fully spent despite service plans being fully delivered and the balance was held separately for use in future years. This grant is no longer ring fenced and as such is available to use within the General Fund.
  - Reduced Street Lighting PFI Payments (£1,462.00 F) – During the early stages of the PFI contract the Council is to receive ‘service deductions’ in view of the fact that the contractor will need time to undertake work to install new columns. These deductions are currently estimated to be £1.46M in 2010/11.
- Contribution to Direct Revenue Financing of Capital (DRF) (£1.0M A) – Additions to the Capital Programme were included in the Capital Programme Update report which was approved by Council on 14 September 2011 which require funding of £1.0M from DRF.
- Surplus on Trading Areas (£221,100 F) – Fleet leasing costs have been lower than estimated due to a number of factors, most notably a number of vehicle lease extensions (which are less expensive than new leases) and the purchase of a number of vehicles in preference to leasing where this is currently more economic. During the period of the lease, charges to users are not currently reviewed and reduced.  
At present, the full financial implications are under investigation but this is a significant variance and may, if appropriate justify an element of rebate to the main fleet users.

These items are all one off in nature. However, when the budget was set in February it was planned to utilise the funding released from Supporting People to support the budget position in 2012/13 and this will no longer be possible. This change has been reflected in the revised budget forecast position for future years will be addressed as part of the development of the budget for 2012/13.



## 8. Risk Fund

Potential pressures that may arise during 2011/12 relating to volatile areas of both expenditure and income are being managed through the Risk Fund.

A sum of £1.9M is included in the budget to cover these pressures and is taken into account during the year as evidence is provided to substantiate the additional expenditure against the specific items identified.

At Month 6, it is estimated that pressures within portfolios will require the allocation of £560,000 from the Risk Fund, as shown in the table below but it has been prudently assumed that the remainder of the Fund will be fully utilised.

<b>Portfolio</b>	<b>Service Activity</b>	<b>£000's</b>
Adult Social Care & Health	Adult Disability Care – Dementia	100.0
Adult Social Care & Health	Adult Disability Care – Increase in Elderly population	400.0
Adult Social Care & Health	Learning Disability – Transition/ILF	60.0
<b>Portfolio Draw From Risk Fund</b>		<b>560.0</b>

The Risk Fund, which previously stood at £2.3M now totals £1.9M following the allocation of £385,000. The funding allocated is shown below:

<b>Portfolio</b>	<b>Service Activity</b>	<b>£000's</b>
Adult Social Care & Health	Learning Disability Services	200.0
Environment & Transport	Income – Bus Shelter Contract	185.0
<b>Funding Allocated From the Risk Fund</b>		<b>385.0</b>

## 9. Revenue Development Fund

The majority of the revenue developments are complex strategic projects around which there are uncertainties in relation to timing and speed of progress. Consequently, it was agreed that funding for these projects be placed into a Revenue Development Fund to enable the Council to retain flexibility in funding.

The Revenue Development Fund which previously stood at £1.4M now totals £1.2M following the allocation of £0.2M to fund additional costs within Safeguarding associated with the increase in referrals. At this stage of the year it has been assumed that the remainder of the Fund will be fully utilised in 2011/12.

## 10. Contingency

The contingency was originally set at £250,000 and all of this has been allocated as follows:

- Grants to Voluntary Organisations (£104,300) – Allocated from the contingency to fund the recommendations contained in the 2010/11 Grants to Voluntary Organisations report as approved by Cabinet on 21 June 2010.

- Meals On Wheels (£45,000) – Allocated from the contingency to reflect the fact that the savings proposal to increase the cost of Meals on Wheels has been reviewed and amended such that the planned increase in income will not be delivered in 2011/12.
- Social Workers Retention (£100,700) - Allocated to Children's Services & Learning. Current market conditions nationally are such that the supply of social workers is insufficient to meet demand and there is significant competition between authorities to recruit and retain high calibre social work staff. The council has acted to try and retain qualified social work staff by proposing a market supplement of £1,400 per annum for a range of social workers within Children's Services & Learning on a temporary six month basis. This will cost an additional £108,000 for 2011/12 and £100,700 will be met from the Contingency with the rest managed within the bottom line of the Portfolio.

11. **Approved Carry Forward Requests**

Full Council has agreed to automatically carry forward any surplus/deficit on Central Repairs and Maintenance at year-end subject to the overall financial position of the Authority. Furthermore, Cabinet has approved the delegation of authority to the Chief Financial Officer following consultation with the Cabinet Member for Leisure, Culture & Resources to allocate premises related resources (revenue and capital) in order to maximise the efficient use of resources in respect of general repairs and maintenance, major works to civic buildings and the implementation of the accommodation strategy. At this stage of the year no variance to planned spend is anticipated and this will be actively monitored each month.

12. **Potential Carry Forward Requests**

Portfolios have not highlighted any potential carry forwards for submission which is as to be expected at this stage of the year.

13. **Key Portfolio Issues**

The corporate and other key issues for each portfolio are detailed in Appendices 2 to 8.

It is good practice to recognise that any forecast is based on assumptions about key variables and to undertake an assessment of the risk surrounding these assumptions.

Having done this a forecast range has been produced for each corporate and key issue, where applicable, which represents the pessimistic and optimistic forecast outturn position. This range is included within the detail contained in Appendices 2 to 8.

There are, however, certain corporate issues which are highlighted in the tables below as being the most significant for Cabinet to note. The adverse variances are noted in the first table, with any significant favourable variances detailed in the second table:

### **Corporate Adverse Variances**

<b>Portfolio</b>	<b>Corporate Issue</b>	<b>Adverse Forecast £000's</b>	<b>See Appendix &amp; Reference</b>
Adult Social Care & Health	Adult Disability Care	787.1	2 – ASCH 1
Adult Social Care & Health	Learning Disability	702.8	2 – ASCH 2
Children's Services & Learning	Tier 4 Safeguarding Specialist Services	1,117.0	3 – CSL 3
Children's Services & Learning	Safeguarding Mgt & Legal Services	488.6	3 – CSL 4
Children's Services & Learning	Tier 3 Social Work Teams	357.1	3 – CSL 5
Environment & Transport	Off Street Car Parking	214.6	4 – E&T 1
Environment & Transport	Itchen Bridge	239.9	4 – E&T 3

### **Corporate Favourable Variances**

<b>Portfolio</b>	<b>Corporate Issue</b>	<b>Favourable Forecast £000's</b>	<b>See Appendix &amp; Reference</b>
Children's Services & Learning	Commissioning & Workplace Development	953.5	3 – CSL 1
Children's Services & Learning	Prevention & Inclusion Teams	465.5	3 – CSL 2
Environment & Transport	Waste Disposal	480.2	4 – E&T 2
Environment & Transport	Highways & Street Lighting Partnership	225.3	4 – E&T 4

14 **Impact of the Strike Action**

The financial impact of the strike on General Fund services is reflected in the forecast position and details relating to each portfolio are included in Appendices 2 to 8.

The corporate position as at Month 6 (September) is summarised below:

	<b>£000's</b>
Additional Costs	850
Strike Deductions	(530)
Other Savings	(70)
Net Impact	250

There will be an ongoing financial impact until the dispute is resolved and this position will be monitored closely.

The position in relation to the dispute has since September moved on and the council issued a joint press statement with the trade unions on 14 October. This announced that the council and union representatives had concluded negotiations and reached a position which could be the basis for a proposed settlement to the current industrial dispute. The details of the proposal were released in early November and the unions will now be asking their members to vote on the improved offer on the basis that the offer is the best that can be achieved through negotiation.

If the offer is accepted then the additional cost to the council in 2011/12 is likely to be in the region of £475,000, with £300,000 being the cost of backdating the changes. At this stage this has not been factored into the forecast position contained in this report.

15. **General Fund Balances**

It is important for Cabinet to consider the position on balances. The table below shows the latest predicted position after taking into account the outturn for 2010/11, the September update of the capital programme, the draft budget proposals published in October and the forecast position for 2011/12 as outlined in this monitoring report:

	2010/11	2011/12	2012/13	2013/14	2014/15
	£000's	£000's	£000's	£000's	£000's
<b>Opening Balance</b>	<b>19,849.5</b>	<b>17,393.9</b>	<b>13,379.7</b>	<b>4,961.6</b>	<b>4,909.7</b>
Draw from / (to Support) Revenue	2,369.2	3,024.0	807.0	5,000.0	5,000.0
Draw to Support Capital	(499.6)	(645.0)	(300.0)		
Draw for Strategic Schemes (Rev & Cap)	(4,325.2)	(6,393.2)	(8,925.1)	(5,051.9)	(4,957.7)
<b>Closing Balance</b>	<b>17,393.9</b>	<b>13,379.7</b>	<b>4,961.6</b>	<b>4,909.7</b>	<b>4,952.0</b>

The minimum level of balances is set at £4.5M and consequently the above prediction indicates that this will be maintained in the medium term. As a consequence £452,000 is available within balances and this can be used to mitigate the impact of the additional cost associated with the negotiated settlement outlined in paragraph 14.

#### 16. **Implementation of Savings Proposals**

Savings proposals of £11.9M were approved by Council in February 2011 as part of the overall budget package for 2011/12.

This was subsequently reduced due to changes made in relation to Meals on Wheels and Grants to Voluntary Organisations and the reduction was met from contingencies as outlined in paragraph 10. The delivery of the remaining savings which total £11.8M is key to the financial position of the authority and below is a summary of the progress as at the end of the first quarter:

Portfolio	Implemented and Saving Achieved	Not Yet Fully Implemented and Achieved But Broadly on Track	Saving Not on Track to be Achieved
	%	%	%
Adult Social Care & Health	27.2	66.0	6.8
Children's Services & Learning	100.0	0.0	0.0
Environment & Transport	64.9	30.9	4.2
Housing	91.0	9.0	0.0
Leader's	85.7	14.3	0.0
Leisure & Culture	48.3	4.2	47.6
Resources	89.1	10.9	0.0
<b>Total General Fund</b>	<b>69.0</b>	<b>25.7</b>	<b>5.3</b>

The overall shortfall in the delivery of the savings proposals is currently forecast as £0.6M or 6% of the financial total to be delivered and Appendix 9 contains further details.

Where savings are not on track to be achieved this is due to non implementation in some cases but also due to the impact of factors such as rising demand for services which have meant that despite being implemented the financial savings have not materialised.

The financial implications of the delivery of these proposals are reflected in the current forecast position and areas of ongoing concern have been fully reviewed and appropriate action plans put into place. In addition, any implications for the budget for 2012/13 and future years will be addressed as part of the development of the budget.

17. **Financial Health Indicators**

In order to make an overall assessment of the financial performance of the authority it is necessary to look beyond pure financial monitoring and take account of the progress against defined indicators of financial health.

Appendix 10 outlines the performance to date, and in some cases the forecast, against a range of financial indicators which will help to highlight any potential areas of concern where further action may be required.

18. **Quarterly Treasury Management Report**

The Council approved a number of indicators at its meeting of the 16 February 2011 and Appendix 11 outlines current performance against these indicators in more detail.

19. **Housing Revenue Account**

The expenditure budget for the HRA is £63.9M and the income budget is £63.9M. The overall forecast position for the year end shows a favourable variance of £194,100. There are no corporate variances to report but the detail is set out in Appendix 12.

## **RESOURCE IMPLICATIONS**

### **Capital**

20. None.

### **Revenue**

21. Contained in the report

### **Property/Other**

22. None

## **LEGAL IMPLICATIONS**

### **Statutory power to undertake proposals in the report:**

23. Financial reporting is consistent with the Chief Financial Officer's duty to ensure good financial administration within the Council.

**Other Legal Implications:**

24. Not applicable.

**POLICY FRAMEWORK IMPLICATIONS**

25. Not applicable.

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**KEY DECISION?** Yes/No YES

<b>WARDS/COMMUNITIES AFFECTED:</b>	ALL
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**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	General Fund Summary
2.	Adult Social Care & Health Portfolio
3.	Children's Services & Learning Portfolio
4.	Environment & Transport Portfolio
5.	Housing Portfolio
6.	Leader's Portfolio
7.	Leisure & Culture Portfolio
8.	Resources Portfolio
9.	Implementation of Savings Proposals
10.	Financial Health Indicators
11.	Quarterly Treasury Management Report
12.	Housing Revenue Account

**Documents In Members' Rooms**

1.	None
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**Integrated Impact Assessment**

Do the implications/subject of the report require an Integrated Impact Assessment (IIA) to be carried out.	Yes/No
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**Other Background Documents**

**Integrated 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.	General Fund Revenue Budget Report 2011/12 to 2013/14 (Approved by Council on 16 February 2011)	
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<b>DECISION-MAKER:</b>	CABINET
<b>SUBJECT:</b>	CORPORATE GENERAL FUND CAPITAL FINANCIAL MONITORING FOR THE PERIOD TO THE END OF SEPTEMBER 2011
<b>DATE OF DECISION:</b>	21 NOVEMBER 2011
<b>REPORT OF:</b>	CABINET MEMBER FOR LEISURE, CULTURE AND RESOURCES
<b>STATEMENT OF CONFIDENTIALITY</b>	
N/A	

## **BRIEF SUMMARY**

This report summarises the General Fund capital financial position for the Authority for the six months to the end of September 2011, and highlights any key issues by Portfolio which need to be brought to the attention of Cabinet. In addition, it also includes an update of the overall project management status of the schemes within the Capital Programme as highlighted through the Council's project management system (Sharepoint).

## **RECOMMENDATIONS:**

It is recommended that Cabinet:

- (i) Note the current General Fund capital budget monitoring position for 2011/12 as at Month 6 (September), which is an in-year forecast under spend of £1.4M.
- (ii) Note the current General Fund capital budget monitoring position for the overall programme which is a forecast under spend for all schemes of £151,000.
- (iii) Note that two schemes (0.9%) out of a total of 220 active schemes have an overall Red RAG status. This represents around £6.6M (2.3%) out of a total overall programme budget of £288.3M.
- (iv) Note the capital funding position which is an overall deficit of £8.1M in the programme which will need to be met from new resources and note that any shortfall in funding at the end of 2011/12 will need to be met through the use of delegated powers to undertake temporary borrowing.
- (v) Note the action plans in place, where applicable, to ensure capital expenditure remains within allocated budgets and that project delivery targets are met.
- (vi) Note that this report combines for the first time financial monitoring of the Capital Programme with project management in an attempt to assess the overall effectiveness of delivery of the programme, for example, with regard to outcomes and timeliness.

## REASONS FOR REPORT RECOMMENDATIONS

1. To ensure that Cabinet fulfils its responsibilities for the overall financial management of the Council's resources.

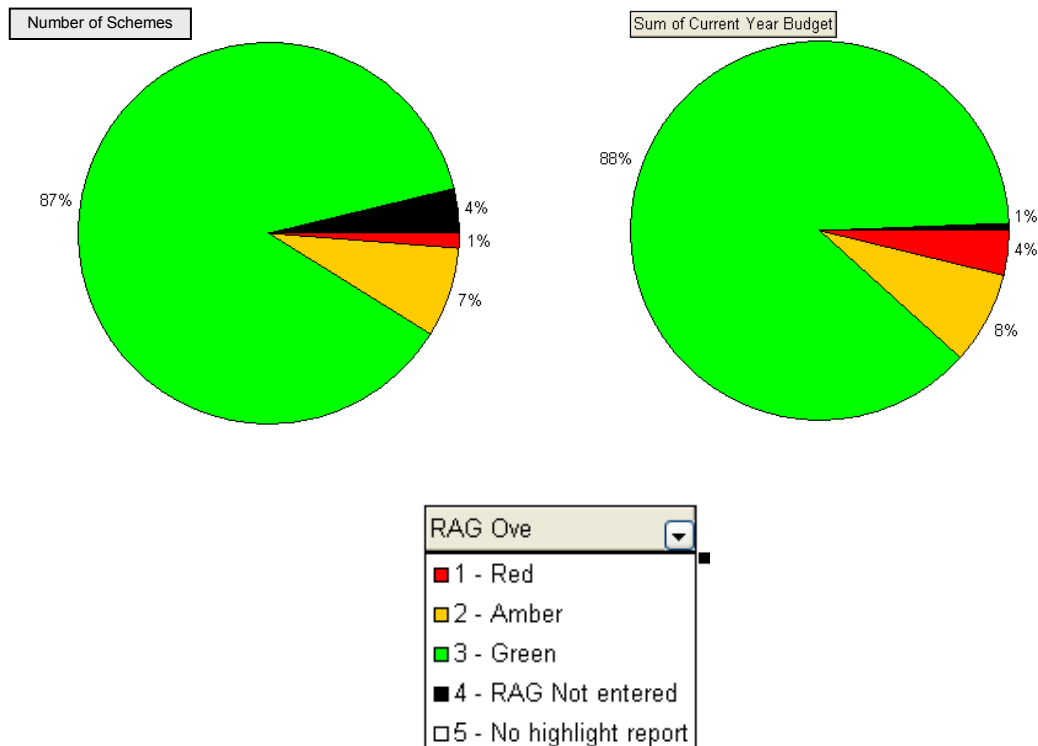
### DETAIL (Including consultation carried out)

#### CONSULTATION

2. Heads of Service, Budget Holders and Executive Director's have been consulted in preparing the reasons for variations contained in the financial appendices. The detailed financial and project monitoring information has also been reviewed by Capital Boards as part of the current regime. This report will also be made available to all Scrutiny Panels.

#### 3. Financial Summary

The total current year budget represented by active projects in Sharepoint is £92.1M. Of this £4.4M relates to schemes with a budget RAG status of Red, £3.5M relates to schemes with a status of Amber and £83.0M relates to schemes with a status of Green. No RAG status was entered for a number of projects at Month 6. The following charts show the percentage split of the budget RAG status based on the number of schemes and value of schemes:



The capital programme was updated in September and this report reflects the new approved programme. Appendix 1 sets out a high level summary for the General Fund showing the overall forecast outturn position for the Council is an under spend of £1.4M in the current year and an overall forecast programme under spend for all schemes of £151,000. This is summarised below:

Portfolio	Budget 2011/12 £000's	Forecast Outturn Variance		Forecast Scheme Variance £000's	See Appendix
		£000's	%		
Adult Social Care & Health	3,043	0	0.0	0	2
Children's Services & Learning	43,734	1,364 F	3.1	114 F	3
Environment & Transport	22,083	39 F	1.8	16 F	4
Housing A - Housing General Fund	3,262	0	0.0	0	5
Housing B - Local Services & Community Safety	1,609	0	0.0	0	6
Leader's	3,722	29 F	0.8	10 F	7
Leisure & Culture	14,714	10 F	0.1	10 F	8
Resources	12,239	0	0.0	0	9
<b>Portfolio Total</b>	<b>104,406</b>	<b>1,442 F</b>	<b>(1.4)</b>	<b>151 F</b>	

The Key issues affecting each portfolio are set out in Appendices 2 to 9, as per the table above.

4. **Corporate Financial Issues**

There are no schemes where a material under or over spend is being forecast.

5. **Slippage**

There are a small number of schemes where there is significant slippage forecast in the year. These schemes are highlighted in the table below with further explanation provided in Appendix 3.

Portfolio	Scheme	Forecast Slippage 2011/12 £000's	See Appendix & Reference
Children's Services	Primary Review Phase 1	241	3 – CSL 1
Children's Services	Primary Review Phase 2	725	3 – CSL 2
Children's Services	Newtown Adventure Playground	280	3 – CSL 3

The above schemes account for just over £1.2M of the forecast in year under spend of £1.4M.

## 6. **Funding the Capital Programme**

A variety of resources can be utilised to fund the capital programme such as grants from government and other bodies, contributions, capital receipts and unsupported borrowing. Following the latest update of the capital programme there is deficit of £8.1M, due largely to a loss of assumed capital receipts. This can be compared to the £9.2M deficit reported in February 2011. The deficit reduced slightly due to a number of factors including a net increase in future capital receipts and a reduction in the use of Council Resources within the Children's Services & Learning capital programme. At this stage rather than make large scale changes to the existing programme, it was recommended that the Council continue to "over-programme" on the basis that in future years the position should improve. The deficit represents 3.2% of the overall capital programme which is within the limit of 5% set in the Medium Term Financial Strategy and approved on the 13 May 2009.

The overall deficit of £8.1M in the programme will be met from new resources that will become available in future years or by the use of prudential borrowing, the costs of which will have to be built into future budget forecasts. There is deficit funding in 2011/12 of £16.2M. However, analysis of previous programmes has shown that there has been on average a minimum level of slippage of £15M per annum which will partly offset this cash flow deficit.

It is therefore proposed at this stage to manage the deficit in individual years through slippage in the programme, which will be monitored carefully throughout the year, together with the potential use of delegated powers to prudentially borrow in the event of a deficit in any particular year. At the end of 2010/11 it was necessary to use these powers and £2.8M of additional temporary borrowing was carried out. It is likely that some further temporary borrowing will be required at the end of 2011/12.

## 7. **Capital Programme Management**

Whilst this report focuses on the financial monitoring of the Capital Programme, effective and robust reporting also requires an assessment of the overall effectiveness of the delivery of the programme, for example, with regard to outcomes and timeliness.

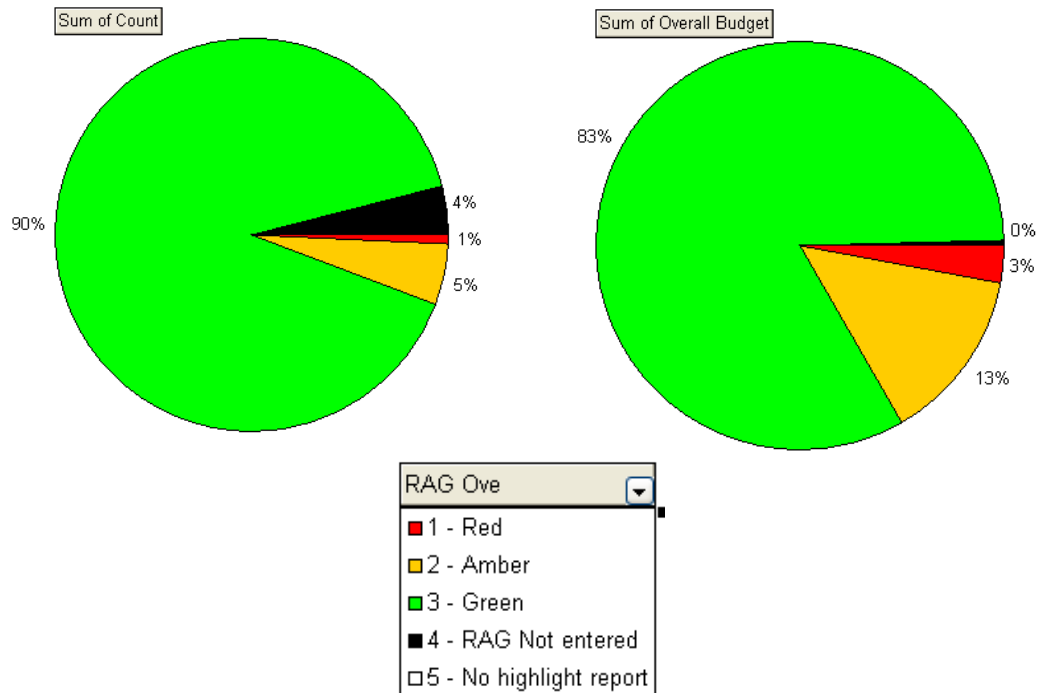
In the past, there have been issues with regard to delivery of schemes in the light of which a review of project management within the Council was undertaken and a project management system, (Sharepoint), developed and implemented. Following a period to establish the efficient and effective use of Sharepoint across the Council we have now taken the opportunity to review and develop reporting to include an assessment of all facets affecting the delivery of the Capital Programme.

Within Sharepoint, projects are allocated a RAG status based on the following broad criteria:

- **RED – Significant Concern** - Low level of confidence that the project can be delivered to the originally agreed Time, Cost and / or Quality specified at Gateway 3 (project initiation). Any significant risks or issues should be noted under 'Highlighted Risks and Issues' on the Highlight Report and a Red RAG status selected where the Project Manager believes that the risk and/or issue may lead to significant slippage or impact cost and / or quality.
- **AMBER – Some Concern** - Medium level of confidence that the project can be delivered to the originally agreed Time, Cost and / or Quality specified at Gateway 3. Any medium risks or issues should be noted under 'Highlighted Risks and Issues' on the Highlight Report and an Amber RAG status selected where the Project Manager believes that the risk and/or issue may lead to some slippage or impact cost and / or quality.
- **GREEN – On Track** - High level of confidence that the project can be delivered to the originally agreed Time, Cost and / or Quality specified at Gateway 3. Any minor risks or issues can be noted under 'Highlighted Risks and Issues' on the Highlight Report. The RAG status would remain 'Green' unless the risk and/or issue is likely to lead to some or significant slippage or impact cost and / or quality.

## 8. **Project Management Summary**

At Month 6, of the 220 active projects currently in Sharepoint, two have an overall RAG status of Red, ten have a status of Amber and 188 have a status of Green (leaving 20 with no recorded RAG status). The following graphs show the percentage split of the overall RAG status based on the number of schemes and the value of schemes:



The following table shows a portfolio breakdown of the value pie chart above:

**OVERALL PORTFOLIO RAG REPORT FOR SEPTEMBER 2011 (201106)**

Portfolio	Red	Amber	Green	RAG Not Entered	Total
Adult Social Care & Health Capital	0.0%	0.0%	100.0%	0.0%	100.0%
Children's Services & Learning Capital	10.5%	0.9%	88.0%	0.5%	100.0%
Environment & Transport Capital	0.0%	5.3%	94.6%	0.1%	100.0%
Housing General Fund Capital	0.0%	0.0%	100.0%	0.0%	100.0%
Leader's Portfolio Capital	0.0%	0.0%	100.0%	0.0%	100.0%
Leisure & Culture Capital	0.0%	0.0%	99.7%	0.3%	100.0%
Local Services & Community Safety	0.0%	1.2%	97.8%	0.9%	100.0%
Resources Capital	0.0%	90.3%	9.7%	0.0%	100.0%
<b>Total</b>	<b>3.2%</b>	<b>13.4%</b>	<b>83.2%</b>	<b>0.3%</b>	<b>100.0%</b>

9. **Corporate Project Management Issues**

There are a small number of schemes where there are corporate project issues to report this month. These schemes are highlighted in the table below with

further explanation provided in Appendices 3 and 9

Portfolio	Scheme	Project Category	Overall RAG Status	See Appendix & Reference
Children's Services	Bitterne Park 6 <sup>th</sup> Form	Gold	RED	3 – CSL 4
Children's Services	Increased Places at Freemantle Infants	Silver	RED	3 – CSL 5
Resources	Accommodation Action Strategy Programme	Gold	AMBER	9 –RES 1

## RESOURCE IMPLICATIONS

### Capital/Revenue

10. The capital implications are contained in the report and there are no revenue implications in 2011/12.

The revenue implications of any additional temporary borrowing which is needed to finance the capital programme will need to be built into the budget forecast for future years.

### Property/Other

11. None.

## LEGAL IMPLICATIONS

### Statutory Power to undertake the proposals in the report:

12. Financial reporting is consistent with the Chief Financial Officer's duty to ensure good financial administration within the Council.

### Other Legal Implications:

13. None.

## POLICY FRAMEWORK IMPLICATIONS

14. Not applicable.

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**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	General Fund Financial Summary
2.	Adult Social Care & Health Portfolio
3.	Children's Services Portfolio
4.	Environment & Transport Portfolio
5.	Housing Portfolio A – Housing General Fund
6.	Housing Portfolio B – Local Services & Community Safety
7.	Leader's Portfolio
8.	Leisure & Culture Portfolio
9.	Resources Portfolio

**Documents In Members' Rooms**

1.	None
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**Integrated Impact Assessment**

Do the implications/subject/recommendations in the report require an Integrated Impact Assessment to be carried out.	No
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**Other Background Documents**

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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1.	The General Fund Capital Programme 2010/11 to 2013/14 as approved by Council 14 September 2011	
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**Integrated Impact Assessment and Other Background documents available for inspection at:**

<b>WARDS/COMMUNITIES AFFECTED:</b>	None
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<b>DECISION-MAKER:</b>	CABINET
<b>SUBJECT:</b>	SECOND QUARTER PERFORMANCE MONITORING FOR 2011/12
<b>DATE OF DECISION:</b>	21 NOVEMBER 2011
<b>REPORT OF:</b>	LEADER OF THE COUNCIL
<b>STATEMENT OF CONFIDENTIALITY</b>	
NONE	

## **BRIEF SUMMARY**

This report outlines the progress made at the end of September 2011 against the targets and service improvement actions (commitments) contained within the 2011/12 Council Plan. The analysis contained in this report has been compiled on an exceptions basis. It only highlights variances for the targets and service improvement actions set out in the Council Plan (CP).

## **RECOMMENDATIONS:**

- (i) Note that 57% of Council's Key Killer Performance Indicators and 89% of the Service Improvement Actions and Projects set out in the 2011/12 Council Plan are reported to be on target.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. To provide an opportunity for Cabinet to collectively review the second quarter performance results against the targets and commitments contained within the 2011/12 Council Plan.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

2. To not submit this report. This option was rejected, as it is inconsistent with good management practice.

## **DETAIL (Including consultation carried out)**

3. The Full Council meeting on 13<sup>th</sup> July 2011 approved the Council Plan which is a cross cutting document covering all areas of the Council's activities. The Plan reflects the leadership role of the Executive in delivering the Council's policy objectives, value for money and service improvement for the benefit of residents and businesses in the city.
4. The Council Plan identifies a short list of top priorities for improvement that the Council as a whole will focus and progress on. It has been agreed that progress against these priorities for improvement will be reported to Cabinet regularly. In addition, each Directorate will also focus on a maximum of 12 priorities for improvement with the aim of narrowing our focus on the essential performance indicators within each Directorate. The same approach will be taken at a service level, with the aim of focusing on the most important areas for improving performance.
5. This quarterly report outlines the progress made against the targets and service improvement actions set out in the 2011/12 Council Plan, on an exceptions basis. Any variations which are of concern will be escalated to the relevant Cabinet Member by Directors so that agreed appropriate action can be taken.

6. The 2011/12 Council Plan contains the agreed targets for 14 Council Key Killer Performance Indicators and 71 Service Improvement Actions and projects with milestones for 2011/12. A top-level summary of the Key Killer Performance Indicators at the end of the 2<sup>nd</sup> quarter indicates that **57%** are on target, this is a decline on the 77% reported to be on target at the end of June 2011. The approach this year has been to identify in the Council Plan only those performance indicators which are considered top priority for the council as a whole to focus on. Therefore, comparison with performance in previous years is difficult as the monitoring information until 2011/12 included all Performance Indicators (PI). However, it is important to note that the performance in previous years was 62% at the end of March 2011 and 68% in the 2<sup>nd</sup> quarter of 2010/11.
7. The summary also indicates that **89%** of service improvement actions were also reported to be on target, compared to 89% at the end of June 2011, 93% at the end of the 2<sup>nd</sup> quarter of 2010/11 and 86% at the end of the 2<sup>nd</sup> quarter of 2009/10.
8. It should be noted that to ensure a consistent means of determining good and poor performance, the same assessment criteria have been applied as in previous monitoring reports. An indicator is therefore deemed to be:
  - On Target (Green) if performance is within 5% of the agreed target
  - Have a slight variance (Amber) if the variance is between 5 and 15%
  - Have a significant variance (Red) if the reported variance is more than 15% from the agreed target.
  - Data Unavailable (Grey)
9. At the end of the 2<sup>nd</sup> quarter of 2011/12 the following five measures have been highlighted as having either significant or slight variances, explanations for these can be found in Appendix 1:
  - Percentage of household waste arising which have been sent by the authority for reuse recycling composting or anaerobic digestion (Former NI192) (Significant Variance)
  - Total number of social rent housing and intermediate housing (Former NI155) (Significant Variance)
  - Percentage of total absence from school (Slight Variance)
  - Increase the timeliness of Initial Child Protection work for vulnerable children (Slight Variance)
  - Percentage of Children and Young People in Care with a permanence plan in place (Slight Variance)
10. At the time of writing this report, data was unavailable for one measure:
  - Number of collections missed per 100000 collections of household waste per quarter.

11. The overview of the 14 KPIs for the Council is as follows:

Portfolio	Total	Monitored 2nd Qtr	Progress at the end of quarter two			
			Green	Amber	Red	Grey
Adult Social Care & Health	1	1	1	0	0	0
Children's Services & Learning	7	7	4	3	0	0
Environment & Transport	4	4	2	0	1	1
Housing	1	1	0	0	1	0
Resources, Leisure and Culture	1	1	1	0	0	0
<b>2<sup>nd</sup> Qtr Total 2011/12</b>	<b>14</b>	<b>14</b>	<b>8</b>	<b>3</b>	<b>2</b>	<b>1</b>
%		<b>100%</b>	<b>57%</b>	<b>22%</b>	<b>14%</b>	<b>7%</b>
1 <sup>st</sup> Qtr Total 2011/12	14	13	10	2	0	1
%		100%	77%	15%	0%	8%
2 <sup>nd</sup> Qtr Total 2010/11	52	44	30	11	4	0
%		100	68%	25%	7%	0%
2 <sup>nd</sup> Qtr Total 2009/10	296	247	170	24	29	24
%		100	69%	10%	11.5%	9.5%

### Service Improvement Actions (Commitments)

12. There are 71 service improvement actions contained within the Council Plan designed to improve the quality, performance and reach of council services by the end of the financial year 2011/12. Progress reported against these items at the end of the 2<sup>nd</sup> quarter indicates that **89%** of these improvement actions are on track for completion by the end of March 2012.
13. At the end of the 2<sup>nd</sup> quarter of 2011/12, there is one Service Improvement Action that has significantly slipped, explanations for all variances can be found in Appendix 2:
- More interventions to improve children's dental health/more children with healthy teeth.
14. At the end of the 2<sup>nd</sup> quarter of 2011/12, there were also 7 Service Improvement Actions that have slightly slipped:
- Started the development of Watermark WestQuay
  - Ensured that all children and young people in the local authority's care, live in the right placement, attend school regularly, make good progress at school, and leave care equipped to do well in adult life
  - More people supported to move from Job Seekers Allowance into work
  - Completed 350 affordable homes
  - Demonstrated that customer views and needs are central to the planning and delivery of services and drive the Council's business planning
  - Empowered staff to have more time with customers and involve them in service design - encourage them to take personal responsibility and take the initiative to make improvements in their services
  - Demonstrate effective business-friendly regulation across all our enforcement activities'

## Service Improvement Actions

17. Portfolio	Total	Progress at the end of quarter two		
		Green	Amber	Red
Adult Social Care & Health	10	10	0	0
Children's Services & Learning	22	20	1	1
Environment & Transport	5	5	0	0
Housing	8	7	1	0
Leaders	20	15	5	0
Resources, Leisure and Culture	6	6	0	0
<b>2nd Qtr Total 2011/12</b>	<b>71</b>	<b>63</b>	<b>7</b>	<b>1</b>
%	100%	89%	10%	1%
1st Qtr Total 2011/12	71	63	7	1
%	100%	89%	10%	1%
2nd Qtr Total 2010/11	97	90	7	0
%	100%	93%	7%	0%
2nd Qtr Total 2009/10	184	158	24	2
%	100%	86%	13%	1%

## RESOURCE IMPLICATIONS

### Capital/Revenue

18. None

### Property/Other

19. None

## LEGAL IMPLICATIONS

### Statutory power to undertake proposals in the report:

20. Monitoring of the Council's performance against statutory and local performance indicators is in line with the Council's statutory duties under the Local Government Acts 1999, 2000 & 2003.

### Other Legal Implications:

21. None

## POLICY FRAMEWORK IMPLICATIONS

22. The Council Plan forms part of the Council's approved Policy Framework.

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**KEY DECISION?** No

<b>WARDS/COMMUNITIES AFFECTED:</b>	None
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## SUPPORTING DOCUMENTATION

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

### Appendices

1.	Council Plan Indicators: variances
2.	Council Plan Service Improvement Actions and Projects (Commitments): Slippage

**Documents In Members' Rooms**

	None

**Integrated Impact Assessment**

Do the implications/subject of the report require an Integrated Impact Assessment (IIA) to be carried out.	No
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**Other Background Documents**

**Integrated 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)

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<b>DECISION-MAKER:</b>	CABINET MEMBER FOR ADULT SOCIAL CARE AND HEALTH
<b>SUBJECT:</b>	RESPONSE TO SCRUTINY INQUIRY INTO PATIENT SAFETY IN ACUTE CARE
<b>DATE OF DECISION:</b>	21 NOVEMBER 2011
<b>REPORT OF:</b>	EXECUTIVE DIRECTOR OF HEALTH AND ADULT SOCIAL CARE
<b>STATEMENT OF CONFIDENTIALITY</b>	
None	

## **BRIEF SUMMARY**

This report sets out the responses to date to the recommendations of the Scrutiny Panel B inquiry into patient safety in acute care.

## **RECOMMENDATIONS:**

- (i) That the Cabinet Member approves the responses detailed in Appendix 1 for submission to the Overview and Scrutiny Management Committee.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. The Council constitution provides that the relevant Cabinet Member should respond to Scrutiny inquiry recommendations.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

2. None.

## **DETAIL (Including consultation carried out)**

3. In 2010/11 Scrutiny Panel B undertook a scrutiny inquiry into patient safety in acute care. The inquiry had three broad objectives:
  - To consider the culture around and importance afforded to the reporting of patient safety incidents and adverse events by acute providers in the City;
  - To examine the processes in place to ensure incidents are robustly followed up so that all contributing factors and root causes are identified and lessons learnt, with any recommendations implemented across all agencies involved;
  - To identify areas of best practice already in place in relation to patient safety and areas where lessons could be learnt and/or efficiencies made extending to the role of partners.
4. Whilst the inquiry's initial focus was to be on the practices at Southampton University Hospitals Trust the majority of the recommendations *"are wider than just SUHT and acute care and consider patient pathways across the whole health and social care system. Where recommendations are SUHT specific, they may also apply to other organisations although it was not within the remit of the Inquiry to explore this."*

5. The issue of patient and client safety is a matter of the highest priority in the Council and across health systems in the City. One of the key purposes of the government establishing Health and Wellbeing Boards is for health and care services to be better joined up, and it is envisaged that the statutory basis of the board will ensure it will be able to exert pressure if and where it appears that such an approach is not being followed.
6. The Panel was keen to see implementation of the recommendations across organisations and this report sets out the responses of the Cabinet Member for Adult Social Care and Health to the issues raised.

**RESOURCE IMPLICATIONS**

**Capital/Revenue**

7. All costs in the responses for which the Council would be responsible will be contained within existing budgets.

**Property/Other**

8. None.

**LEGAL IMPLICATIONS**

**Statutory power to undertake proposals in the report:**

9. The powers to undertake scrutiny inquiries are set out in the Local Government Act 2000 and the Health and Social Care Act 2001.

**Other Legal Implications:**

10. None

**POLICY FRAMEWORK IMPLICATIONS**

11. None

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**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	Response to scrutiny inquiry recommendations.
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**Documents In Members' Rooms**

1.	None
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**Integrated Impact Assessment**

Does the implications/subject of the report require an Integrated Impact Assessment (IIA) to be carried out.	No
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**Other Background Documents**

**Integrated 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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# Agenda Item 13

<b>DECISION-MAKER:</b>	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT		
<b>SUBJECT:</b>	CONCESSIONARY FARES SCHEME 2012		
<b>DATE OF DECISION:</b>	21 NOVEMBER 2011		
<b>REPORT OF:</b>	HEAD OF PLANNING AND SUSTAINABILITY		
<b>AUTHOR:</b>	Name:	Simon Bell	Tel: 023 8083 3814
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## STATEMENT OF CONFIDENTIALITY

N/A

## SUMMARY

The report seeks agreement on the Concessionary Fares Scheme 2012-13, subject to the publication of any revised guidance from the Department for Transport.

## RECOMMENDATIONS:

- (i) To approve the scheme in appendix 1, including the method and payment arrangements for reimbursement subject to finalisation of the calculations in recommendation (ii) below.
- (ii) To reimburse bus operators at a percentage rate plus an amount per generated journey, in accordance with the guidance given by the Department for Transport using their reimbursement calculator;
- (iii) To delegate authority to the Executive Director of Economic Development, in consultation with the Executive Director of Corporate Services and the Head of Finance, following consultation with the Cabinet Members for Environment & Transport and Resources, to make any necessary variations or changes to the scheme arising from the outstanding appeal and any revised guidance issued by DfT and to take any action necessary to give effect to the recommendations including but not limited to the service of statutory Notices (including Variation and Participation Notices if required) and participation in and determination of any appeal against the proposed Concessionary Fares Scheme or reimbursement arrangements for 2012/13.

## REASONS FOR REPORT RECOMMENDATIONS

1. To enable the Council to comply with the statutory requirement to serve bus operators with a minimum 4 months notice of the Concessionary fares Scheme for 2012-13.

## CONSULTATION

2. The Council has not consulted as there are no changes proposed to the scheme that applies in 2011-12 .

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. It is a statutory requirement that the Council has to publish details of its proposed scheme in advance of the scheme introduction on 1 April 2012. The only options that have been considered are to reduce the entitlement to the statutory minimum in terms of the hours of operation or the decision to make available a local bus pass for those disabled people who do not meet the criteria for a national pass. The Council will continue to make available these local enhancements.

## **DETAIL**

4. The Cabinet Member made a decision November 2010 to confirm the concessionary fares scheme for 2011/12 would not be changed from the previous year which was no change from the scheme in 2009/10 in accordance with the requirements of the Transport Act 2000.
5. The Council is required by law to advise bus operators 4 months before the start of the scheme what scheme will operate. Final confirmation of additional local enhancements to statutory minimum must be given 56 days in advance and the reimbursement rates given 28 days in advance. Bus operators then have 56 days from the start of the scheme to appeal to the Secretary of State on the proposed reimbursement arrangements. In the 2011/12 year the Council received 1 appeal which has not been determined by the Secretary of state yet but the Council hopes this will be received by December 2011.
6. Appendix 1 shows the details of the proposed scheme for 2012/13.
7. Under the current scheme, the eligibility criteria are more generous than those required by the national scheme. The Council provides a discretionary local concession pass for those disabled people who do not meet the national concession criteria but who still have difficulty with travel; this pass allows travel within the City only.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

8. None

### **Revenue**

9. It is estimated that the cost of the scheme will be £4,386,000 in 2011/12 (and broadly similar in 2012/13) but one operator has lodged an appeal with the Secretary of State (SoS) with the decision on the appeal and the final implications, if any, not yet known. The Council has also received significant claims for additional capacity costs from two operators, which are being worked through but the final outcome is also not yet known. Subject to consideration of revised guidance from the Department for Transport, it is anticipated that that the reimbursement rate will be broadly similar to the current rate of 47.6 p in the £. This is subject to confirmation 28 days prior to commencement. It is also proposed to delegate authority to the Director of Economic Development to make any necessary amendments arising from the outstanding appeal and revised guidance when it is issued.

**Property**

10. There are no property implications.

**Other**

11. There are no other implications.

**LEGAL IMPLICATIONS**

**Statutory power to undertake proposals in the report:**

12. Concessionary fares are governed by the Transport Acts of 1985 and 2000, and the Concessionary Fares Act of 2007. If it is agreed that in the future, no enhancements over and above the statutory minimum will be offered, then the 1985 Act does not apply.

**Other Legal Implications:**

13. The provision of a concessionary travel scheme in accordance with the national minimum is a statutory duty. A discretionary power exists to provide a scheme that extends entitlement of services over and above the national minimum. Any scheme must be made having regard to the Human Rights Act 1998 (with which any national minimum scheme will be deemed to comply). Statutory notice of the amendments to the 2011 scheme must be given by 1 December 2011 and any representations received in accordance with this Notice considered and determined in accordance with the Act and Regulations.

**POLICY FRAMEWORK IMPLICATIONS**

14. The provision of concessionary travel accords with the policy direction of the City’s adopted Local Transport Plan 201 - 2017 by helping the Council meet its targets for increasing the use of sustainable transport modes (and bus travel in particular) and also increasing accessibility and promoting social inclusion.

**SUPPORTING DOCUMENTATION**

**Appendices**

1.	Details of scheme.
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**Documents In Members’ Rooms**

1.	None
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**Background Documents**

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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**Background documents available for inspection at:** N/A

**KEY DECISION?** YES

<b>WARDS/COMMUNITIES AFFECTED:</b>	ALL
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<b>DECISION-MAKER:</b>	FULL COUNCIL CABINET
<b>SUBJECT:</b>	SOUTHAMPTON CITY COUNCIL'S CHANGE PROGRAMME
<b>DATE OF DECISION:</b>	16 NOVEMBER 2011 21 NOVEMBER 2011
<b>REPORT OF:</b>	THE LEADER AND THE CHIEF EXECUTIVE
<b>STATEMENT OF CONFIDENTIALITY</b>	
None	

## **BRIEF SUMMARY**

Southampton City Council aims to be a modern, efficient organisation focussed on and valued by its customers, an ambitious, innovative and leading employer setting high standards and *the* central city and Solent region partner. Given that the Council has to reduce its budget by around £76 million over the period 2011/12 – 2014/15, it is essential that we consider how to shape the council for the future. This report provides details about the Change Programme which will help us to transform the way we do business to reduce our targetable gross costs by 25% over 3 years and to be a fit for purpose organisation by 2015. It sets out why our Council needs to change, what we plan to achieve through change, and the main building blocks of our Change Programme.

## **RECOMMENDATIONS:**

### **Council**

- (i) Consider and note the Change Programme set out in this report, due to be considered by Cabinet on 21<sup>st</sup> November 2011.

### **Cabinet**

- (i) Approve the Change Programme.
- (ii) Delegate authority to the Chief Executive to develop and implement the Change Programme projects detailed in this report, following consultation with the Leader of the Council.
- (iii) Delegate authority to the Chief Executive, following consultation with the Director of Corporate Services and the Senior Manager, Finance, to progress options for delivering services through third party bodies using a range of governance structures and models, including (but not limited to) a Local Authority Trading Company.

## **REASONS FOR REPORT RECOMMENDATIONS**

The financial challenges faced by the Council makes it imperative for the Council to adopt radical and different approaches to meeting customer needs, service delivery models and maximising the potential of our employees. The Change Programme will help us do this and shape the Council for the future. In doing so, the Change Programme will help us become more 'customer-focussed', 'efficient' and 'business-like'.

## ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

None

### DETAIL (Including consultation carried out)

1. Southampton City Council aims to be:
  - A modern, efficient organisation focussed on and valued by its customers, delivering quality public services and leading economic development. We care about our customers and we are eager to keep improving.
  - An ambitious, innovative and leading employer setting high standards, with a strong team ethos, an excellent reputation with its customers, pride and loyalty from its employees; an excellent employer that people from the widest range of skills and experience aspire to work for.
  - *The* central city and Solent region partner who leads strategically, understands the important goals of other strategic partners, works effectively and collaboratively on priority goals and changes the big picture of Southampton and the region for the better.
2. To achieve these aims, we need to change, become more streamlined and shape Southampton City Council for the future. The way the Council has been organised was right for the past, and has enabled the City Council to achieve a great deal, delivering good and improving services. However enormous changes are taking place to the public sector and we must ensure that Southampton City Council now progresses to be right for the future – to ensure that we take the opportunities as well as meet the challenges that the future holds.

### Drivers for change

3. The public sector across the UK is being forced to make profound changes in the way it functions. Changes at a national level have meant significant loss of funding for some activities, less emphasis on the administration of planning, measurement and monitoring and major changes in the structures for regional, sub regional and partner organisations. Against this backdrop of radical change to the world in which we work, there are further significant changes being currently progressed to the public sector at a local level, for example:
  - A changing public sector role and structure - increased diversity, less regimentation, more innovation
  - The Local Ombudsman will be given increased powers, requiring implementation by Local Authorities
  - Standards Boards will be axed, with new legislation to be introduced to criminalise specific acts of wrong doing within councils
  - New, elected Police and Crime Commissioners will set budgets and strategic plans for police forces across England and Wales, as well as appointing chief constables.
  - Requirements are placed on us by the new Best Value Guidance - Best Value authorities are under a general Duty of Best Value to “make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness”.



- The changes in Health that have a significant impact include the integration of public health within the City Council and the establishment of a GP led Clinical Commissioning Group for the City.
4. Councils up and down the country have:
- Less money but more freedom on how to use these resources due to reduced ring fencing. However, there are greater demands on resources. We continue to face demographic changes, particularly the youngest and oldest leading to greater demands on our services. Due to the increasing impact of central financial reforms felt by residents, there will be more high need, high cost customers.
  - Opportunities to do things differently, more regional flexibility, increased local transparency as a result of changes to the inspection regimes, less national reporting and less central accountability. This could lead to stronger local performance management and increased role for our communities.
  - Customers have greater public expectation, there is an increase in personalisation of services, an enhanced role for local councillors and local communities through the Big Society agenda and the public service reform leading to local service changes.
5. Local government now has the opportunity to re-shape its use of resources, to re-calibrate how it spends those resources – where possible reducing unnecessary bureaucracy and processes, in favour of investment in its priority public-facing services. We need to change and transform in order to:
- Deliver services that meet the needs of our customers with much reduced resources from central Government – in our case we need to reduce our costs over the coming three years by more than £50 million pounds and this is over and above the savings made in 2011/12 which was the first year of the four year Comprehensive Spending Review announced by the Government in 2010.
  - We cannot deal with this scale of imperative by simply cutting back: cutting back by this enormous amount would reduce services to a point that in many cases would result in the Council being unable to deliver an acceptable standard of service to our customers or meet statutory requirements.
  - Meet the challenge of being the best that we can be for our customers. Our customers expect excellent customer service from an efficient business-like Council, and they have told us very clearly that above all they want to see more economic development. By 'economic development' it is clear that they mean more jobs, including more skilled and higher paid jobs, more prosperity, in a developing and attractive city.
  - Change the culture of the organisation and use new thinking to root out unproductive processes and bureaucracy while empowering staff to be more customer focused, innovative, share information and work across services and directorates to achieve the best for our customers.
  - Localism/better commissioning/less direct delivery/better performance monitoring.

### **How could we respond?**

6. Councils are developing new models of working – no one-size fits-all model for local government. We could:
  - Seize the opportunity to develop a new role, new approaches and embrace wholesale change. Time to move away from piecemeal changes and salami slicing
  - Explore different funding options and revenue raising opportunities. Greater pooled budgets and a 'whole system' approach to resources. Better understanding of costs, cash flows and cost drivers
  - Focus more on the future. Increase long term planning, understand changing needs and our residents and customers better
  - Focus on the workforce. Ensure its workforce is fit for purpose, fully trained and supported.
  - Not be afraid to stop doing things
  - Explore alternative sources of provision. Devolve responsibility to others if it will improve outcomes and VFM
  - Increase our investment in prevention and early intervention, backed by a full understanding of impact and VFM.
  - Ensure providers (including internal services) are held to account against outcome targets and incentivise high performance.
  - Develop a strong local performance management regime and internal accountability. Need to replace external regulation and inspection and focus on what matters to Southampton and our priorities.
  - Improve our use and understanding of evidence and data across the Council. Ensure commissioning is based on the best available data. Understand the inputs, outputs and costs for all services.
  - Make better use of technology including social media and web based services. Don't be afraid to try new things and take calculated risks.
  - Encourage the big society and the value that the voluntary sector has in prevention and service delivery.
  - Develop our partnerships and new partnership arrangements. Move away from silo working both internally and externally and ensure there is shared vision across the City for how we can improve.
  - Embrace innovation. Learn from others locally, nationally and internationally but don't be afraid to go first.

### **The Change Programme**

7. The Change Programme will help us to respond by:
  - Transforming the way we do business to reduce our targetable gross costs by 25% in the next 3 years
  - Becoming a fit for purpose organisation by 2015.
8. Our customers are of prime importance and hence, the task is to meet the needs of our customers in different ways through different approaches. By 2015, we expect to be primarily, a commissioning council, with a strong focus on key priorities, statutory services and prevention. This requires us to stop doing activities and delivering services that do not support this and to recalibrate the way in which we meet customer needs and set realistic achievable outcomes. We want to root out unproductive processes and bureaucracies so that more of the Council's investment is spent on direct delivery of services. To achieve this, we want to bring services together with

other councils and public bodies as well as commission services through the private sector and voluntary sector to reduce costs and improve service standards. We also want to encourage and support local communities to play a more active role in taking initiatives within their own neighbourhoods. This will lead to a less visible role in direct service delivery and a greater role in understanding customer needs and requirements, specifying services that are needed and monitoring quality of delivery.

9. Therefore we have to take a strategic, planned approach to progress a number of strands of work programmes and projects at an increased pace by using and developing in house talent, skills and experience. The Change Programme is a **cohesive and coordinated approach** for delivering the changes required to meet the challenges we face by bringing these strands of work while still ensuring that front line services continue to be supported. By doing this in a joined up way (and not piecemeal), we will ensure that we maximise opportunities.

### **Laying the foundations – progress to date**

10. Some building blocks to assist the development of the Change Programme have already been put in place. These include the following:
11. Restructuring Council services: A starting point for the Change Programme is to organise services to meet the new financial realities and to be ready for the opportunities as well as the challenges of the years ahead. There are many of both and we must be fit for the purpose of embracing both. We have started the work on re-shaping our directorates from April 2011 and given the complexity, challenges and opportunities, this process is likely to take till March 2013. In doing this the Council will follow the principle that *no customer will be placed at risk as a result of changes that we make to our organisation of services*.
12. We are in the process of reshaping the whole organisation and have so far, reduced the number of public-facing directorates to three. These will be supported by a single directorate to manage important corporate work, typically in support of the 3 public-facing directorates. The intention is for the new Families & Communities Directorate to be established by April 2012. In the meantime, we are having discussion with neighbouring councils and other public bodies to find joint approaches to managing services, where such arrangements will be of financial and service benefit to both parties. These developments will no doubt result in further changes to the shape of the organisation in the coming months and years.
13. Working with Partners: We have played a key role in working with our partners in shaping and connecting the City-wide priorities both within the City and outwardly across the Solent region and its developing LEP.
14. Leadership and Management: The Management Board of Directors aims to include representation from the principle lead in contracted-out services, and a variety of strategic partnership leads acting as the equivalent of non-executive directors – supporting the Management Board through external challenge, contacts and constructive contribution.
15. We have established the Leadership Group comprising the Directors and Senior Management of the Council as well as the Director of Public Health

and his management team. Our colleagues in Capita are also invited to most meetings. This Group is absolutely vital to the performance and future strength of Council services and has started meeting regularly to share and discuss key new developments and opportunities. It is an important forum for knowledge development as well as for problem-sharing and solving. We intend to develop the experience, the training, the core competencies within our Leadership Group, and to ensure that good practice is spread across the directorates.

16. Quarterly Business Reviews: We expect to achieve a stronger focus on performance for each service through Quarterly Business Reviews which have started recently. They will focus on the recently established list of 12 Critical (or 'Killer') Key Performance Indicators for the Council and each Directorate. In these sessions, each Directorate will report on performance from each service, to the wider Leadership Group. QBRs will also support the services in working and planning across directorates – not only vertically within directorates.

### **Moving Forward**

17. Accountability: The Chief Executive and Directors will be accountable for delivering the Change Programme and Directors and Senior Managers are responsible for delivering transformation and cost reduction projects on the following principles:
  - Reduce costs significantly
  - Customer centred – use the *Customer Present* test
  - Focus on outcomes
  - Ensure deliverability
  - Plan and create quick wins on the way
  - Set and achieve clear timescales and cost reductions
  - Ensure joined up programmes of work
  - Take measured risks
18. We will implement change by:
  - Using the knowledge and understanding of our staff to achieve improvements
  - Using customer focused approaches and useful tools to check on our future way of working across the organisation:
    - **So What?** - by all employees considering what positive difference, what positive outcomes they will cause to happen as a result of their work
    - **Customer Present**.....focus on 'keeping it real' by all employees imagining that the customer is present in their meetings, in discussing future plans, in considering change, in assessing where they can reduce bureaucracy - and what they would make of what we are doing.
  - Using clear jargon free language
  - Ensuring individual projects form part of a Council wide approach

19. Creating the capacity

We need to create the capacity to enable Change to happen, without incurring more costs. Many councils have bought in this resource; we intend to develop that capacity and capability as much as possible internally. This will have significant benefits for the wider organisation, whilst also enabling the Council to develop a capacity it currently doesn't have. Therefore, we have established an initial Change Task Force (CTF) – bringing together colleagues with relevant and compatible skills and experience, with a clear desire to be involved in positive change. The Change Task Force will provide additional capacity to the Chief Executive, Directors and Senior Managers including rapid assessments of opportunities and scoping of projects.

20. The CTF members will continue to hold their usual accountabilities but we will aim to clear sufficient space in their workload such that they work together on change programmes and projects and support staff across the organisation on change projects.

**Change Programme Priorities and Projects**

21. The main priorities are to:

- Reduce cost
- Improve customer experiences
- Improve service delivery
- Reduce the time and resources spent on non productive processes, practices and systems

22. This will be done through rapid scoping and assessment of options and ideas so that informed decisions can be taken on whether they are realistic, can be delivered within the required timescales and achieve the objectives.

23. While a number of proposals set out in the draft budget will contribute to the Change Programme, the top priority projects are:

1. Joint Services with the IOW
  - a. Educational Support
  - b. Economy and Environment
  - c. Other services
2. Rolling out LEAN out LEAN Service Management across Directorates to reduce unproductive processes and systems
3. Joining up contract management, procurement and purchasing
4. Changing the way we work
  - a. IT Strategy and flexible, mobile working
  - b. Strategic Asset management
  - c. Review of HR practices
5. Developing different service delivery models
  - a. Developing a clear framework for the Council
  - b. Adult Social Care Provider services
  - c. Housing
  - d. Exploring commercial options for

- Parks and Open Spaces
  - Waste, Fleet, Itchen Bridge and ROMANSE/CCTV
  - Street Cleansing
6. Exploring service developments to improve the customer experience. These will be dependent on budgetary restrictions and successful partnership participation:
- a. Introduce a 'City Bursary' programme for local students to access higher education; and a 'City Alumni' business leader mentoring programme for local students.
  - b. Reduce parking costs in the City centre in specific periods to encourage the City economy.
  - c. Introduce city-centre Wifi access including the parks, to increase the attraction of the whole City centre to all visitors.
  - d. Develop a Southampton City Card, to provide specific benefits to our customers.
24. In addition, other strands of work will also be progressed through the Change Programme and implementation of budget proposals agreed in February 2012.
25. Customer Focus
- Projects:
- Customer Priority Programme and Business Support Review Phase 2
  - Multi agency, multi disciplinary work to support communities with the most complex needs who live in our Council estates
  - Developing a joint commissioning model for Council services, building on the current work relating to Adult Social Care, Children's Social Care and Health
26. Culture
- Projects:
- Establishing and progressing the new management structure.
  - Imbedding the LEAN culture in all employees' approach to working within the Council.
  - Delivering joint/ shared services with other public bodies.
  - Partnering with others to achieve lower prices and benefitting local supply chains.
  - Reviewing policy development, performance management, partnership working, customer insight and community engagement.
  - Working with Southampton Connect to focus City-wide partners on core City issues, including long-standing tough challenges.
27. Strategic Asset Management
- Estate Regeneration programme
  - Joint accommodation for locality abased services
  - Service Property Review
  - Community Asset Transfer

## RESOURCE IMPLICATIONS

### Capital/Revenue

28. We need to reduce our costs over the coming three years by more than £50 million pounds and this is over and above the savings made in 2011/12 which was the first year of the four year Comprehensive Spending Review announced by the current Government in 2010.
29. Our gross costs exceed £500M and so this reduction equates to 10% of our gross operating costs. However, after we have stripped out those costs that we cannot influence (for example, schools and housing benefit payments), and reduced by a factor those costs we have limited influence over (for example business rates and the direct costs associated with the provision of care), we are left with just under £200M of **targetable gross costs which need to be reduced by 25% over 3 years**.
30. The Change Task Force members will provide the capacity for developing and delivering projects through creating sufficient space in their workload by reprioritising their work. They will be supported by the small team within the Customers and Business Improvement Division within the Economic Development Directorate.
31. The Change Programme will be expected to deliver real financial benefits as well as improved customer experiences. In order to progress some projects, it may necessary to meet up front investment and initially this will be done through using one-off funding made available through the current Efficiency Fund as well as ongoing budgets within services to support the Change Programme activity.
32. Once the remaining Efficiency Fund has been utilised there is currently no provision in the budget for further transformational investment. The approach therefore will be to complete rapid scoping of projects and if individual projects highlight the need for specific one-off investment (especially those involving the use of technology), report to Cabinet for consideration and approval.

### Property/Other

33. None

## LEGAL IMPLICATIONS

### Statutory power to undertake proposals in the report:

34. Under the Duty of Best Value, authorities should consider overall value, including economic, environmental and social value, when reviewing service provision. As a concept, social value is about seeking to maximise the additional benefit that can be created by procuring or commissioning goods and services, above and beyond the benefit of merely the goods and services themselves.

### Other Legal Implications:

35. None

## POLICY FRAMEWORK IMPLICATIONS

36. Southampton Connect Plan

Council Plan

<b>AUTHOR:</b>	Name:	Dawn Baxendale	Tel:	023 8083 3655
	E-mail:	dawn.baxendale@southampton.gov.uk		
<b>KEY DECISION?</b>	Yes/No			
<b>WARDS/COMMUNITIES AFFECTED:</b>	All			

### SUPPORTING DOCUMENTATION

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

#### Appendices

1.	None
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#### Documents In Members' Rooms

1.	None
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#### Integrated Impact Assessment

Do the implications/subject of the report require an Integrated Impact Assessment (IIA) to be carried out?	Yes –for each project
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#### Other Background Documents

**Integrated 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.	N/A	
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<b>DECISION-MAKER:</b>	CABINET
<b>SUBJECT:</b>	COURT LEET PRESENTMENTS 2011
<b>DATE OF DECISION:</b>	21 NOVEMBER 2011
<b>REPORT OF:</b>	ACTING HEAD OF LEGAL, HR AND DEMOCRATIC SERVICES
<b>STATEMENT OF CONFIDENTIALITY</b>	
Not applicable	

## **BRIEF SUMMARY**

The purpose of this report is to bring to the Executive's attention the Presentments accepted by Court Leet and to identify Lead Officers and Members for future actions.

## **RECOMMENDATIONS:**

- (i) To note the Presentments approved by the Court Leet Jury as set out in Appendix 1 to the report; and
- (ii) That individual Cabinet Members ensure that responses are made to Presenters regarding presentments within their portfolios as appropriate and as soon as practically possible.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. The Executive has agreed that Court Leet Presentments will be reported to the Executive for consideration and ultimately determination.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

2. The decision was previously made by the Executive to proceed in this manner; therefore, this is the only approach considered appropriate.

## **DETAIL (Including consultation carried out)**

3. Appendix 1 lays out in brief the Presentments received by Court Leet on 4<sup>th</sup> October 2011 with details of Lead Officers and Cabinet Members responsible.
4. The Presentments, once received, have been shared with Lead Officers and Lead Members, responses (and any action required) will be subject to the Council's normal decision-making processes and, therefore, consultation at this time.

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

5. None.

### **Property/Other**

6. None.

## **LEGAL IMPLICATIONS**

### **Statutory power to undertake proposals in the report:**

7. Court Leet is maintained as a valid Court Leet, but only for purpose of taking Presentments on matters of local concern under the Administration of Justice Act 1977. Any proposals to implement any Presentments will be considered in

due course by the appropriate decision-maker, and at that point legal issues will be taken into account.

**Other Legal Implications:**

8. None.

**POLICY FRAMEWORK IMPLICATIONS**

9. None at this stage, but as stated above, any proposals that are considered for implementation will be considered in the context of, inter alia, Policy Framework implications.

<b>AUTHOR:</b>	Name:	Sharon Gilbert	Tel:	023 8083 2434
	E-mail:	Sharon.gilbert@southampton.gov.uk		

**KEY DECISION?** Yes/No    No

<b>WARDS/COMMUNITIES AFFECTED:</b>	Potentially all.
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**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	Summary of Presentments and details of Lead Officers and Members
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**Documents In Members' Rooms**

1.	None
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**Integrated Impact Assessment**

Do the implications/subject of the report require an Integrated Impact Assessment (IIA) to be carried out.	No
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**Other Background Documents**

**Integrated Impact Assessment and Other Background documents available for inspection at:** Not applicable.

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.	Not applicable.	
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## COURT LEET PRESENTMENTS 2011

No.	PRESENTMENT	LEAD OFFICER	LEAD MEMBER
1	<p><b>Disappearance of the City's Mudflats and the proposed development at the Mayflower/Royal Pier Site</b></p> <p>(a) That the Council look at a total ban on any further loss of the City's mudflats.</p>	Dawn Baxendale	Councillor Fitzhenry
	<p>(b) That the Council look into the legality of the proposed development of the Mayflower Park site with regard to the right of any official body to give parts of a national heritage site, namely the River Test, away</p>	Dawn Baxendale	Councillor Fitzhenry
2	<p><b>Council Tenant's Rights Under Statute Law</b></p> <p>That the Council look in to Housing Departments unfair practice of varying tenancy agreements and in particular refusing to issue rent books which according to the Landlord and Tenant's Act 1985 Sections 4 and 5 is a breach of the Tenancy Agreement.</p>	Barbara Compton	Councillor Baillie
3	<p><b>Anti Social Behaviour in the City's Parks, Greenways and Cemeteries</b></p> <p>That the Council looks at augmenting the Park Ranger Team to cope with the ever-increasing problem of anti-social behaviour in the City's Park, Greenways and Cemeteries.</p>	Jon Dyer-Slade	Councillor Hannides
4	<p><b>Legality of Picking Blackberries and other fruit on Southampton Common</b></p> <p>That the Council look in to whether it is right that people are banned from picking fruit such as blackberries, apples and chestnuts etc.</p>	Jon Dyer-Slade	Councillor Hannides
5	<p><b>(a) Behaviour in Public Spaces – Proposed Code</b></p> <p>That the Council looks into providing a code for behaviour in public spaces to</p> <p>(i) prevent damage by skate boarding and graffiti,</p>	Jon Dyer-Slade	Councillor Hannides

No.	PRESENTMENT	LEAD OFFICER	LEAD MEMBER
	(ii) prevent theft of plaques and other features and (iii) prevent the lighting of fires in park and commons		
	<b>(b) R J Mitchell – Proposed City Centre Feature</b> That the Council looks into providing a sculptural feature in the City's Central Parks to recognize the contribution of RJ Mitchell to the City.	Mike Harris	Councillor Hannides
	<b>(c) How we care for the features we inherit</b> That the Council looks into the cleaning and restoration of the many features that the City has inherited in particular the Jonas, Nichols Fountain, Haysom Memorial, and replacing the many plaques across the City that have been stolen.	Jon Dyer-Slade	Councillor Hannides
6	<b>(a) Hampshire &amp; Isle of Wight Air Ambulance using St James Park, Shirley as a landing site.</b>	N/A	N/A
	<b>(b) Security Entry Doors at Thruxton Court, Peatree Avenue</b> That the Council look into the provision of secured entry door systems at Thruxton Court, Peatree Avenue, to prevent entry by undesirable persons.	Barbara Compton	Councillor Baillie
	<b>(c) Raising Parking Permit Revenue</b> That the Council look into increasing parking permit charges for those parking in St James Park Road, Vinery Road and St Winifred's Road and also free parking permits are charged for.	Adrian Richardson	Councillor Fitzhenry
7	<b>(a) Park and Ride Scheme in Southampton</b> That the Council look into introducing a Park and Ride System in Southampton as other cities.	Dawn Baxendale	Councillor Smith

No.	PRESENTMENT	LEAD OFFICER	LEAD MEMBER
	<p><b>(b) Rubbish around Central Station</b> That the Council instigate more rubbish collections around Central Station to stop the collection of litter.</p>	Andrew Trayer	Councillor Fitzhenry
8	<p><b>Rebate on Council Tax due to lack to Bin Collections</b> That the Council look into the residents receiving a council tax rebate due the lack of bin collections in the City due to the industrial action.</p>	Andrew Trayer	Councillor Smith
9	<p><b>No 9 and No 8 Bus Services in Southampton</b> That the Council enquire of First Bus whether the No 9 Bus could stop at Waterloo Road and also increase the frequency of the No 8 Bus which currently runs every hour.</p>	Adrian Richardson	Councillor Fitzhenry

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<b>DECISION-MAKER:</b>	CABINET
<b>SUBJECT:</b>	DISPOSAL OF LAND AT BUTTERMERE CLOSE (FORMER WHITEHAVEN LODGE CARE HOME)
<b>DATE OF DECISION:</b>	21 NOVEMBER 2011
<b>REPORT OF:</b>	CABINET MEMBER FOR RESOURCES, LEISURE AND CULTURE

## **STATEMENT OF CONFIDENTIALITY**

Confidential Appendix 2 to this report contains information deemed to be exempt from general publication based on Category 3 of Paragraph 10.4 of the Council's Access to Information Procedure Rules. The appendix includes a table showing the bids received for the property which, if disclosed prior to entering into a contract, could put the Council at a commercial disadvantage. The appendix also includes a summary of expenditure to date (2011/2012) for this property in relation to the demolition and subsequent disposal. In applying the public interest test it is not considered appropriate to publish this information as it could influence bids for a property which may be to the Council's financial detriment.

## **BRIEF SUMMARY**

This report seeks authority for the sale of the Council's freehold interest of Land at Buttermere Close. The property for sale comprises a parcel of land which formerly housed Whitehaven Lodge Care Home and a domestic garage both of which are due to be demolished leaving a cleared site, the sale of which offers the opportunity to realise a capital receipt.

## **RECOMMENDATIONS:**

- (i) To approve the principle of the sale of the Council's freehold interest and
  - (a) To delegate authority to the Head of Property and Procurement to approve the preferred tender, agree the terms of the sale and carry out all ancillary matters to dispose of the site.
  - (b) To note that the capital receipt will be used to reduce the current funding deficit in the capital programme.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. To enable the redevelopment of a cleared site thereby delivering significant environmental improvements and the promotion of the regeneration of the area.
2. To realise a significant capital receipt.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. Do nothing.
4. The subject property could be retained in Council ownership; however this would have a number of disadvantages including:
  - Would not generate a Capital Receipt
  - Once the buildings are demolished this could attract security risks if the site is left vacant for an extended period.
  - There are no Council requirements for this property.

- On-going security costs if site hoardings are vandalised.

### **DETAIL (Including consultation carried out)**

5. The property comprises a cleared site which formerly accommodated a Care Home and domestic garage. This property has been declared surplus to Council requirements and is due to be demolished. The property sits within a residential housing estate which would benefit from an element of regeneration which redevelopment of the site would enable.
6. The site is being marketed and it is expected that it will be sold on a conditional basis subject to the purchaser obtaining planning permission. The bids received are outlined in Confidential Appendix 2 and are being evaluated as part of the due diligence process.
7. Approval is sought to delegate authority to the Head of Property and Procurement to approve the acceptance of the selected tender for the property and to negotiate and agree the terms of the land sale.

### **RESOURCE IMPLICATIONS**

#### **Capital/Revenue**

8. There are no revenue implications arising from the sale of the property, as a cleared site it does not bring in any income, and as it is no longer required by the Council, is considered suitable for disposal.
9. The sale will realise 100% capital receipt to the General Fund.
10. The bids received are all conditional on planning consent being granted, it is expected therefore that the sale will not complete until 2012/2013 financial year.
11. If disposal of the site does not proceed or is delayed, this will result in ongoing site security costs.

#### **Property/Other**

12. Covered in report

### **LEGAL IMPLICATIONS**

#### **Statutory power to undertake proposals in the report:**

13. Buttermere Close is held under the Housing Act 1957 (V), as it is being demolished the relevant power of disposal is The General Consent for the disposal of Part II Land 2005 Part E (E3.1)

#### **Other Legal Implications:**

14. N/A

### **POLICY FRAMEWORK IMPLICATIONS**

15. The proposals set out in this report are not contrary to any policy implications. The disposal of a council property for a capital receipt supports the Councils capital programme.



<b>AUTHOR:</b>	Name:	Bronwyn Dunning	Tel:	023 8083 2385
	E-mail:	bron.dunning@southampton.gov.uk		

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	None
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**SUPPORTING DOCUMENTATION**

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

**Appendices**

1.	Site Plan
2.	Confidential Appendix 2

**Documents In Members' Rooms**

1.	None
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**Integrated Impact Assessment**

Do the implications/subject of the report require an Integrated Impact Assessment (IIA) to be carried out.	No
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**Other Background Documents**

**Integrated 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)
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<b>DECISION-MAKER:</b>	CABINET
<b>SUBJECT:</b>	DISPOSAL OF LAND AT SULLIVAN ROAD (FORMER BIRCH LAWN CARE HOME)
<b>DATE OF DECISION:</b>	21 NOVEMBER 2011
<b>REPORT OF:</b>	CABINET MEMBER FOR RESOURCES, LEISURE AND CULTURE

**STATEMENT OF CONFIDENTIALITY**

Confidential Appendix 2 to this report contains information deemed to be exempt from general publication based on Category 3 of Paragraph 10.4 of the Council's Access to Information Procedure Rules. The appendix includes a table showing all the tenders and the bids received for the property which, if disclosed prior to entering into a contract, could put the Council at a commercial disadvantage. The appendix also includes a summary of all expenditure to date for this property in relation to the demolition and subsequent disposal. In applying the public interest test it is not considered appropriate to publish this information as it could influence bids for a property which may be to the Council's financial detriment.

**BRIEF SUMMARY**

This report seeks authority for the sale of the Council's freehold interest of Land at Sullivan Road. The property for sale comprises a parcel of land which formerly housed Birch Lawn Care Home and a smaller adjoining parcel of land which accommodated a Caretakers House. The buildings have been demolished and the combined plot fenced with security hoardings. The cleared site offers the opportunity to realise a capital receipt.

**RECOMMENDATIONS:**

- (i) To approve the principle of the sale of the Council's freehold interest and
  - (a) To delegate authority to the Head of Property and Procurement to approve the preferred tender, agree the terms of the sale and carry out all ancillary matters to dispose of the site.
  - (b) To note that the capital receipt will be used to reduce the current funding deficit in the capital programme.

**REASONS FOR REPORT RECOMMENDATIONS**

1. To enable the redevelopment of a cleared site thereby delivering significant environmental improvements and the promotion of the regeneration of the area.
2. To realise a significant capital receipt.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. Do nothing. The subject property could be retained in Council ownership; however as a cleared and vacant site this would have a number of disadvantages including:
  - Would not generate a Capital Receipt
  - Encourage further security risks to adjoining premises particularly the Sure Start Centre and Surgery the latter of which has been subjected to bouts of vandalism

- There are no Council requirements for this property
- On-going security costs if site security continues to be breached.

#### **DETAIL (Including consultation carried out)**

- 4 The property comprises a cleared site which formerly accommodated a Care Home and Caretakers House both of which were considered surplus to requirements and have since been demolished. The property sits within a residential housing estate which would benefit from an element of regeneration which redevelopment of the site would enable.
5. The site is being marketed and it is expected that it will be sold on a conditional basis subject to the purchaser obtaining planning permission. The bids received are outlined in Confidential Appendix II and are currently being evaluated as part of the due diligence process.
6. Approval is sought to delegate authority to the Head of Property and Procurement to approve the acceptance of the selected tender for the property and to negotiate and agree the terms of the land sale.

#### **RESOURCE IMPLICATIONS**

##### **Capital/Revenue**

7. There are no revenue implications arising from the sale of the property, as a cleared site it does not bring in any income and no longer required by the Council, is considered suitable for disposal.
8. The sale will realise 100% capital receipt to the General Fund.
- 9 The bids received are all conditional on planning consent being granted, it is expected therefore that the sale will not complete until 2012/2013 financial year.
10. If disposal of the site does not proceed or is delayed, this will result in ongoing site security costs.

##### **Property/Other**

- 11 Covered in report

#### **LEGAL IMPLICATIONS**

##### **Statutory power to undertake proposals in the report:**

Section 123 of the Local Government Act 1972.

##### **Other Legal Implications:**

- 12 n/a

#### **POLICY FRAMEWORK IMPLICATIONS**

- 13 The proposal set out in this report is not contrary to any policy implications. The disposal of a council property for a capital receipt supports the Councils capital programme.

<b>AUTHOR:</b>	Name:	Bronwyn Dunning	Tel:	023 8083 2385
	E-mail:	<a href="mailto:bron.dunning@southampton.gov.uk">bron.dunning@southampton.gov.uk</a>		

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	None
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### SUPPORTING DOCUMENTATION

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

#### **Appendices**

1.	Site Plan
2.	Confidential Appendix 2

#### **Documents In Members' Rooms**

1.	None
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#### **Integrated Impact Assessment**

Do the implications/subject of the report require an Integrated Impact Assessment (IIA) to be carried out.	No
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#### **Other Background Documents**

**Integrated 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)
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1.	None	
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<b>DECISION-MAKER:</b>	CABINET
<b>SUBJECT:</b>	DISPOSAL OF 60-64 ST MARYS ROAD
<b>DATE OF DECISION:</b>	21 NOVEMBER 2011
<b>REPORT OF:</b>	CABINET MEMBER FOR RESOURCES, LEISURE AND CULTURE
<b>STATEMENT OF CONFIDENTIALITY</b>	
Confidential Appendix 2 contains information deemed to be exempt from general publication based on Category 3 of paragraph 10.4 of the Council's Access to Information Procedure Rules. The appendix includes details of a proposed transaction which, if disclosed prior to entering into a Legal contract, could put the Council at a commercial disadvantage.	

## **BRIEF SUMMARY**

This report seeks authority for the sale of the 60-64 St Marys Road. The property is a vacant site and the sale offers the opportunity to realise a capital receipt and allow redevelopment of the site.

## **RECOMMENDATIONS:**

- (i) To approve the principle of the sale of the Council's freehold interest, and
- (ii) To delegate authority to the Head of Property and Procurement to negotiate and agree the terms of the sale to the bidder that offers best consideration following consultation with the Cabinet Member for Resources, Leisure and Culture and carry out all ancillary matters to dispose of the site.
- (iii) To note that the estimated value of the capital receipt from this sale has already been built into the funding of the capital programme. Any receipt higher than the estimate will be used to reduce the funding deficit. A receipt lower than this will increase the deficit.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. To enable the redevelopment of a vacant city centre site thereby delivering significant environmental improvements and the promotion of the regeneration of the area.
2. To realise a significant capital receipt.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. Retain the site. The site is not required for Council use.

## **DETAIL (Including consultation carried out)**

4. The site was assembled in the late 1990s with the intention for a healthy living centre to be built on the site. Proposals came forward for a 4-14 storey scheme with a healthy living centre on the ground floor and 552 bed student accommodation above but ultimately this scheme did not come about due to the withdrawal of the proposed private and public sector partners. Following this, the site was marketed in 2007 and a developer selected for a high density residential scheme comprising some 270 flats with commercial on

ground floor but the sale did not complete due to the banking crisis and sudden property market downturn. The site has remained vacant and is allocated in the Local Plan Review under policy MSA 3, a mixed use allocation which includes other adjoining sites, for offices, hotel, residential, community uses and educational uses, a Healthy Living Centre and sports facilities.

5. Earlier this year, the University of Southampton published an OJEU notice inviting tenders for the provision of student accommodation. This stimulated enquiries as to the availability of the site and consequently the site was put on the market to encourage interest. It is understood that the University have now selected their preferred bidders and these do not include 60-64 St Marys Road. Nevertheless, interest remains in the site from developers not directly partnering with the University. Best and final offers have been requested from and received from interested parties. These offers are set out in the confidential appendix.
6. Approval is sought to delegate authority to the Head of Property and Procurement to negotiate with interested parties and agree the terms of sale. As part of the evaluation of these offers, relevant officers within the Council will be consulted including City Development and Planning Services.

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

#### Capital

7. The sale of the site will realise a capital receipt that will be allocated to the General Fund. Part of the site was originally purchased using £300,000 from the SRB2 programme. Under the SRB2 financial rules, SEEDA (the government agency responsible for the SRB programme at the time) can clawback this money once the site is sold. In the event that this SRB2 funding is required to be repaid to SEEDA (or its successor body once it is closed down next year), this would have to be paid out of the capital receipt.
8. The capital receipt is currently assumed to be received in 2013/14. It would be expected that the receipt could now be received in 2012/13.

#### Revenue

9. The disposal of the site will result in the loss of £27,750 per annum revenue from the advertising hoardings rental income. 50 per cent of this is transferred to the West Itchen Community Trust. All associated revenue costs for the disposal of the land will be met within the Resources Portfolio Investment Property Account.

### **Property/Other**

10. The site is surplus to council requirements. The sale allows the opportunity to realise a capital receipt and the promotion of the redevelopment of a prominent vacant site.

## LEGAL IMPLICATIONS

### Statutory power to undertake proposals in the report:

11. The relevant power of disposal is Section 123 of the Local Government Act 1972.

### Other Legal Implications:

12. None.

## POLICY FRAMEWORK IMPLICATIONS

13. The disposal of a council property for a capital receipt supports the Councils capital programme.

<b>AUTHOR:</b>	Name:	Neville Payne	Tel:	023 8083 2594
	E-mail:	neville.payne@southampton.gov.uk		

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bargate
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## SUPPORTING DOCUMENTATION

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

### Appendices

1.	Plan V3176
2.	Confidential Appendix - offers

### Documents In Members' Rooms

1.	None
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### Integrated Impact Assessment

Do the implications/subject of the report require an Integrated Impact Assessment (IIA) to be carried out.	No
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### Other Background Documents

**Integrated 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)
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1.	None	
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# Agenda Item 21

## Appendix 2

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<b>DECISION-MAKER:</b>	CABINET
<b>SUBJECT:</b>	ACCOMMODATION STRATEGY UPDATE 2011
<b>DATE OF DECISION:</b>	21 NOVEMBER 2011
<b>REPORT OF:</b>	CABINET MEMBER FOR RESOURCES, LEISURE AND CULTURE
<b>STATEMENT OF CONFIDENTIALITY</b>	
None	

## **BRIEF SUMMARY**

This summarised report follows on from the previous Accommodation Strategy reports approved by Cabinet in 2004 and updated in 2005, 2008 and 2009. This strategy was established to rationalise the use of office accommodation by reducing the number of buildings the Council occupies, facilitating the use of One Guildhall Square and allowing for urgent repairs to the Civic Centre, lowering the risk of major disruption, building failure and closure, The full implementation of the strategy will result in annual net revenue savings to the Council.

This report seeks approval for expenditure of £4.5M phased £3.735M in 2012/13 and £0.765M in 2013/14.

## **RECOMMENDATIONS:**

- (i) To approve in accordance with Financial Procedure Rules capital expenditure of £4.5M phased £3.735M in 2012/13 and £0.765M in 2013/14.
- (ii) To authorise the Head of Property and Procurement to incur expenditure as required to implement the Accommodation Strategy.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. To approve the further works needed to implement the Accommodation Strategy and repair the Civic Centre.
2. To incur expenditure to implement the Accommodation Strategy.
3. To put in place appropriate approvals to implement the strategy.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

4. To not repair the Civic Centre would mean that building failure is likely, which would prevent the vacation of leased offices incurring additional revenue costs. Little systematic upgrading of the Civic Centre has been carried out since the 1930's, building and service elements are life expired and the risk of major disruption increases each year.

## **DETAIL (Including consultation carried out)**

5. As part of the Accommodation Strategy Action Programme (ASAP), extensive repairs to the Civic Centre were approved, including stonework, steelwork, roofs, windows and services which are life expired, removing hazardous materials, improving energy and environmental performance of the building and upgrading the offices to make the building suitable for the medium term. The initial scheme estimate was always intended to be a provisional sum to be reviewed towards the end of phase 1 to reflect the

survey information and experience gained during that phase of the overall programme as part of opening up the building and gaining more clarity on the problems faced within the structure. The report approved by Cabinet in February 2008, noted that "these are estimates and more information will be known when detailed surveys are done, if the costs increase an additional report will be needed at that point". A further £4.5M has been added to this scheme of which £1.6M has been transferred from the scheme for Repairs & Maintenance to the Accommodation Strategy (ASAP scheme) within the Resources capital programme under powers delegated by Council and funding has already been identified for the remainder of £2.9M.

6. The increased estimate reflects the actual issues involved with increases in construction costs arising from detailed surveys for items that were impossible to identify before works commenced. Estimates for extensive works to the roofs, windows and services in the Civic Centre were carried out but cost increases have come about following invasive surveys, increased building regulations requirements, finding additional asbestos and resulting delays, together with related works to ensure leased buildings are vacated on time to generate savings. The revised scheme also incorporates refurbishment, IT re-cabling, additional compounds, the art restoration roof, lift repairs, previously unknown items (such as the secondary roof light and the removal of further unknown asbestos), other unknown problems hidden within the building fabric and maintains a reasonable contingency sum for the remaining phases of the programme.
7. Approval is therefore sought to spend the further funding approved by Council as part of the September Capital Update. Further updates will be produced as necessary as each phase of the project is completed.
10. Consultation has been carried out with Finance and Legal Services.

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

#### **Capital**

11. The £4.5M additional funding was approved by Council on 14<sup>th</sup> September as a £2.9m addition to the Resources Capital Programme together with a £1.6M transfer from Repairs and Maintenance within the same Capital Programme, the total of which to be phased £3.735M in 2012/13 and £0.765M in 2013/14.

#### **Revenue**

12. Provision for all associated revenue costs has been made within current and future budgets, to cover move costs and dilapidations arising from vacation of and decanting from buildings.

#### **Property/Other**

13. As part of the current phase of the Accommodation Strategy, leases have and will be released on Frobisher House, Southbrook Rise and Castle Way.

## LEGAL IMPLICATIONS

### Statutory power to undertake proposals in the report:

14. The legal authority to spend money to maintain the Council's buildings is contained in Section 111 of the Local Government Act 1972.

### Other Legal Implications:

15. None.

## POLICY FRAMEWORK IMPLICATIONS

16. This report is not seeking to change the original Accommodation Strategy but updating it to take into account recent developments together with an updating of financial implications to be able to deliver the overall strategy.

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**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	NOT APPLICABLE
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## SUPPORTING DOCUMENTATION

**Non-confidential appendices are in the Members' Rooms and can be accessed on-line**

### Appendices

1.	None.
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### Documents In Members' Rooms

1.	None.
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### Integrated Impact Assessment

Do the implications/subject of the report require an Integrated Impact Assessment (IIA) to be carried out.	No
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### Other Background Documents

**Integrated 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.	Capital Update 14 <sup>th</sup> September 2011	
2.	Accommodation Strategy Reports & Updates	
	• 16 <sup>th</sup> February 2009	• 18 <sup>th</sup> February 2008
	• 26 <sup>th</sup> September 2005	• 2 <sup>nd</sup> August 2004

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