

# ANNUAL COUNCIL MEETING

Wednesday, 15th May 2013  
at 11.00 am in the  
Guildhall – Civic Centre

2.00 pm in the  
Council Chamber - Civic Centre

**This meeting is open to the public**

## **Members of the Council**

The Mayor – Chair

The Sheriff – Vice-chair

Leader of the Council

Members of the Council (See overleaf)

## **Contacts**

Director of Corporate Services

Mark Heath

Tel 023 8083 2371

Email: [mark.heath@southampton.gov.uk](mailto:mark.heath@southampton.gov.uk)

Democratic Services Manager

Sandra Coltman

Tel: 023 8083 2718

Email: [sandra.coltman@southampton.gov.uk](mailto:sandra.coltman@southampton.gov.uk)

<b>WARD</b>	<b>COUNCILLOR</b>	<b>WARD</b>	<b>COUNCILLOR</b>
<b>Bargate</b>	Bogle Noon Tucker	<b>Millbrook</b>	Furnell Laming Thorpe
<b>Bassett</b>	Hannides B Harris L Harris	<b>Peartree</b>	Keogh Lewzey Dr Paffey
<b>Bevois</b>	Burke Barnes-Andrews Rayment	<b>Portswood</b>	Claisse Norris Vinson
<b>Bitterne</b>	Letts Lloyd Stevens	<b>Redbridge</b>	McEwing Pope Whitbread
<b>Bitterne Park</b>	White Baillie Inglis	<b>Shirley</b>	Chaloner Kaur Mead
<b>Coxford</b>	Morrell Spicer Thomas	<b>Sholing</b>	Mrs Blatchford Jeffery Kolker
<b>Freemantle</b>	Moulton Parnell Shields	<b>Swaythling</b>	Mintoff Turner Vassiliou
<b>Harefield</b>	Daunt Fitzhenry Smith	<b>Woolston</b>	Cunio Payne (Vacancy)

# **PUBLIC INFORMATION**

## **Role of the Council**

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

The Council approves the policy framework, which is a series of plans and strategies recommended by the Executive, which set out the key policies and programmes for the main services provided by the Council.

It receives a summary report of decisions made by the Executive, and reports on specific issues raised by the Overview and Scrutiny Management Committee.

The Council also considers questions and motions submitted by Council Members on matters for which the Council has a responsibility or which affect the City.

## **Public Involvement**

### **Representations**

At the discretion of the Mayor, members of the public may address the Council on any report included on the agenda in which they have a relevant interest.

### **Petitions**

Any Councillor may present a petition, on behalf of the signatories, about issues relating to Southampton. If you have such a petition you need to ask a Councillor to present it to the meeting.

The following opportunities also exist for the public to raise matters at Council meetings, but seven clear days' notice must be given before the meeting.

### **Deputations**

A deputation of up to three people can apply to address the Council.

A deputation may include the presentation of a petition.

## **Questions**

People who live or work in the City may ask questions of the Mayor, Chairs of Committees and Members of the Executive.

## **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

**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 Council officers what action to take.

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

## **Proposed Dates of Meetings (Municipal Year 2013/14)**

<b>2013</b>	<b>2014</b>
15 May	12 February (Budget)
17 July	19 March
18 September	4 June*
* Date reflects current understanding of date of European Elections which will be combined with local elections.	
20 November	

## CONDUCT OF MEETING

### **FUNCTIONS OF THE COUNCIL**

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

### **RULES OF PROCEDURE**

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

### **BUSINESS TO BE DISCUSSED**

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

### **QUORUM**

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

## **DISCLOSURE OF INTERESTS**

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

### **DISCLOSABLE PERSONAL INTERESTS**

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

(i) Any employment, office, trade, profession or vocation carried on for profit or gain.

(ii) Sponsorship:

Any payment or provision of any other financial benefit (other than from Southampton City Council) made or provided within the relevant period in respect of any expense incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

(iii) Any contract which is made between you / your spouse etc (or a body in which the you / your spouse etc has a beneficial interest) and Southampton City Council under which goods or services are to be provided or works are to be executed, and which has not been fully discharged.

(iv) Any beneficial interest in land which is within the area of Southampton.

(v) Any license (held alone or jointly with others) to occupy land in the area of Southampton for a month or longer.

(vi) Any tenancy where (to your knowledge) the landlord is Southampton City Council and the tenant is a body in which you / your spouse etc has a beneficial interests.

(vii) Any beneficial interest in securities of a body where that body (to your knowledge) has a place of business or land in the area of Southampton, and either:

a) the total nominal value for the securities exceeds £25,000 or one hundredth of the total issued share capital of that body, or

b) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you / your spouse etc has a beneficial interest that exceeds one hundredth of the total issued share capital of that class.

## **Other Interests**

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

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

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

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

## **Principles of Decision Making**

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

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

In exercising discretion, the decision maker must:

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

Director of Corporate Services  
M R HEATH  
Civic Centre, Southampton, SO14 7LY

Tuesday, 7 May 2013

**TO: ALL MEMBERS OF THE SOUTHAMPTON CITY COUNCIL**

You are hereby summoned to attend the Annual Meeting of the COUNCIL to be held on WEDNESDAY, 15TH MAY, 2013 in the GUILDHALL, CIVIC CENTRE at 11.00 am at which meeting the business set out in items 1 and 2 are proposed to be transacted, and in the COUNCIL CHAMBER - CIVIC CENTRE in the afternoon at 2.00 pm when the business set out in items 3 onwards are proposed to be transacted:-

**1 TO ELECT A MAYOR FOR THE ENSUING YEAR**

**2 TO ELECT A SHERIFF FOR THE ENSUING YEAR**

**3 APOLOGIES**

To receive any apologies.

**4 MINUTES**

To authorise the signing of the minutes of the Council Meetings held on 20 March 2013 and 25<sup>th</sup> April 2013, attached.

**5 ANNOUNCEMENTS FROM THE MAYOR**

Matters especially brought forward by the Mayor.

**6 ELECTION OF THE LEADER**

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

**7 CHANGES TO THE CONSTITUTION**

Report of the Head of Legal, HR and Democratic Services, seeking approval for changes to the City Council's Constitution, attached.

**8 APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES AND OTHER BODIES**

**a Appointment of members**

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

**b Appointment of Chair and Vice-Chair**

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

**9 CALENDAR OF MEETINGS**

To approve the following dates for meetings of the Council in the 2013/14 Municipal Year:

17th July 2013

18th September 2013

20th November 2013

12th February 2014 (Budget)

19th March 2014

4th June 2014\* - Date reflects current understanding of date of European Elections which will be combined with local elections.

**10 DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS**

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

The following petition has been received containing 1,500 signatures. Under the Council's Procedure Rules it is a qualifying petition which must be debated at Council.

Title: Southampton Keep Our NHS Public

Government changes to the NHS give the Council increased responsibilities to safeguard public health. These changes provide a base for further privatisation of health services within our NHS. Already private companies are heavily involved in delivering health services that were once NHS operated. As residents of Southampton, we urge the Council to declare itself in favour of protecting and promoting the public provision of health services in Southampton.

We need the Council to explain to the petitioners, where in your preparations for these changes to our NHS the Council has recognised any threat to its public integrity and integration. We have examined your documents as best we could. We've attended meetings of the Council's Health and Overview Scrutiny Panel and the Health and Wellbeing Boards, and we've seen the communication in Cityview. However, we can not find any clear expression that the Council is aware of the dangers highlighted in this petition. The communications so far identify very well the health needs of Southampton and the services needed to meet them but, they don't identify who will deliver the required services. This is a particular failing of the Joint Health and Wellbeing Strategy.

The joint Strategy document has only one clear reference to procurement, in Section 4.1 entitled Scope which states

*"The focus of the joint work is on commissioning not on the integration of procurement processes."*

Yet, we believe, this is the area in which the Council will have least control, since procurement is hedged round with all kinds of obligations, especially those expressed in the recently issued Section 75 regulations.

We therefore have 3 urgent requests for the Council:

- to revisit the Joint Health and Wellbeing Strategy taking account of these points;
- to give the Council's Health Overview and Scrutiny Panel the role of monitoring how the increased privatisation forced by regulations affect Southampton's health provision in the coming years; and
- require that the Panel detail its findings to Council every 6 months.

We recognise that what we're asking presents you with problems as recent Freedom of Information requests have been met with refusals to disclose on the grounds of commercial confidence. Even so, we urge the Council to expose as much information as possible rather than allowing such arguments to obscure the transparency owed to us.

## **11 EXECUTIVE BUSINESS**

Report of the Leader of the Council, attached.

## **12 MOTIONS**

(a) Councillor Furnell to move:

This Council believes that the introduction of 20mph zones across the City increases road safety for pedestrians. We support the proposed introduction of a trial 20mph zone in the Maybush and Redbridge areas. If this pilot scheme proves a success then Council calls on the Executive to bring forward proposals for similar schemes in other parts of the City as and when resources allow.

(b) Councillor Moulton to move:

This Council calls for a rethink of the Executive's plans to introduce new charges for residents parking schemes in the City. Council believe that in these difficult times we should be keeping costs down for residents and not lumbering them with new taxes. Council believes that first permits should remain free.

(c) Councillor Hannides to move:

Following the resignation of former Cllr Richard Williams, this Council calls for his half a million pound 'slush fund' for Leader's pet projects to be returned to Council balances and that this money should then instead be used to either help protect existing services under threat of cuts or instead be put to use repairing the City's roads and pavements.

(d) Councillor Morrell to move:

Further to the resolution of the Council concerning the under-occupation penalty (so-called 'Bedroom Tax'), Southampton Council further resolves not to evict any tenant who goes into rent arrears because of the 'Bedroom Tax' and calls on other local social housing providers to do the same. This Council also calls on the next Government to scrap the 'Bedroom Tax' legislation and reimburse councils where debts have accrued through non-payment.



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

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

**14 \*REBUILD OF ERSKINE COURT, LORDSHILL**

Report of the Cabinet Member for Housing and Leisure Services seeking approval for the phased rebuild of Erskine Court, attached.

**15 ACCOMMODATION STRATEGY UPDATE 2013**

Report of the Cabinet Member for Resources, updating the Council's Accommodation Strategy seeking approval to implement measures necessary to vacate Marland House, attached.

**16 ADDITIONAL FUNDING TO BE ADDED TO THE ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME**

Report of the Cabinet Member for Environment and Transport seeking approval for additional funding to be added to the Environment and Transport Capital Programme, attached.

**17 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 the following item

Confidential appendix 1 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. In applying the public interest test, it is not in the public interest to disclose this because doing so would prejudice the authority's ability to achieve best consideration for the disposal of land (the identity of the preferred developer and the figures associated with the land transaction are commercially sensitive).

**18 SOUTHAMPTON NEW ARTS COMPLEX SCHEME**

Report of the Leader of the Council regarding the new arts complex scheme, attached.

**19 OVERVIEW AND SCRUTINY ANNUAL REPORT 2012/13**

Report of the Chair of the Overview and Scrutiny Management Committee detailing the Overview and Scrutiny Management Committee Annual Report 2012/13 in accordance with the Council's Constitution, attached.

NOTE: There will be prayers by the Reverend Dr Julian Davies, Church of England, in the Mayor's Reception Room at 1.45 pm for Members of the Council and Officers who wish to attend.

A handwritten signature in black ink, appearing to read 'M R HEATH', with a large, stylized flourish at the end.

**M R HEATH**  
Director of Corporate Services

---

## SOUTHAMPTON CITY COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 20 MARCH 2013

---

#### Present:

The Mayor, Councillor Burke  
The Sheriff, Councillor White  
Councillors Baillie, Barnes-Andrews, Mrs Blatchford, Chaloner, Claisse, Cunio, Daunt, Fitzhenry, Furnell, Hannides, B Harris, L Harris, Kaur, Inglis, Jeffery, Kolker, Laming (minute 104 onwards), Letts, Lewzey, Lloyd, Mead, McEwing, Mintoff, Morrell, Moulton, Noon, Norris, Dr Paffey, Parnell, Payne, Pope, Rayment, Shields, Smith, Spicer (minutes 101-105, 106a-d, and 109), Stevens, Thomas, Thorpe, Tucker, Turner, Vassiliou, Vinson, Whitbread and Dr R Williams

#### 101. APOLOGIES

Apologies for Absence were submitted on behalf of Councillors Bogle and Keogh.

#### 102. MINUTES

RESOLVED that the minutes of the Council meetings held on 14<sup>th</sup> November 2012, 16<sup>th</sup> January 2013 and 13<sup>th</sup> February 2013 be approved and signed as correct records.

#### 103. ANNOUNCEMENTS FROM THE MAYOR AND LEADER

##### Jim Dowdall

The Mayor informed Members of the recent sad death of Jim Dowdall. Jim was a very active person in the Thornhill regeneration project as well as a fund raiser for charities by running marathons. Members took a moment of reflection in remembrance.

#### 104. DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS

- (i) The Council received and noted a deputation and a petition from Jane Freeland, Maggie Harding and David Smith concerning Government changes to the NHS.
- (ii) The Council received and noted a deputation from Stuart Kershaw concerning the blacklisting of workers by large companies.
- (iii) The Council received and noted a deputation from the Right Reverend Dr Jonathan Frost, Bishop of Southampton, concerning Casinos.

#### 105. EXECUTIVE BUSINESS

The report of the Leader of the Council was submitted setting out the details of the business undertaken by the Executive (copy of report circulated with agenda and appended to signed minutes).

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

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

## **1 Highway Maintenance**

Question from Councillor Vinson to Councillor Thorpe

Is the Cabinet Member for the Environment and Transport satisfied with the quality of pothole repairs?

### Answer

The responsiveness and speed of repair of Balfour Beatty Living Places (BBLP) in carrying out the varying severity pothole repairs consistently exceeds the target standards of the Highways Services Partnership (HSP) Contract.

The large majority of pothole repairs carried out are of a very high standard and therefore meet required quality levels. There are some (typically less than 5%, and especially concerning kerbs and thin surfacing repairs) that do not meet required Council standards and require a repeat visit to correct. This performance is subject to constant review.

BBLP, over the last year, have successfully been utilising a proprietary pothole repair material that can be used in virtually any weather condition and provides a first-time permanent repair as opposed to a temporary making safe, followed by a return visit to lay permanent, new material. Ongoing monitoring by the Partnership will prove whether this is a sustainable long-term method of repair and this review is part of a study into various other pothole repair materials / techniques in conjunction with Southampton University. Results of this study will be available in approx June.

The HSP are pursuing membership of the Road Treatment Association's patch repair sub-group. When confirmed shortly, this is likely to be a worthwhile newly created forum to share best practice across this specialist area of highway maintenance.

## **2. City of Culture**

Question from Councillor Vinson to Councillor Payne

How does the Cabinet Member for Housing and Leisure Services reconcile severe cuts in Council grant to culture and heritage organisations with the recently announced joint bid with Portsmouth for City of Culture status in 2017?

### Answer

Whilst the public sector, including local government and key cultural organisations such as the Arts Council, experiences significant funding reductions, there are inevitably some difficult decisions to be made about grant funding.

However, both Cities have vibrant cultural economies and for a sustainable future, we need to encourage less reliance on the public sector. Taking opportunities to raise the profile of the City and promoting its cultural offer and the activities of the organisations within the City can only contribute to their future success.

### **3. Off-Payroll Remuneration**

Question from Councillor Vinson to Councillor Letts

Has the Council made use of off-payroll remuneration arrangements during the past five years, and if so on how many occasions?

#### Answer

The Council has made very limited use of off-payroll remuneration arrangements, using them on 7 occasions over the last 5 years. These arrangements have been entered into in special circumstances and have covered a small number of contracts for professional services.

The details broken down by directorate are shown below. Individual names and personal details are personal information protected by the Data Protection Act 1998.

Environment & Economy: 1

- The interim Director for Environment & Economy has been appointed on a 6 month temporary contract to cover the director's post whilst the current postholder is interim Chief Executive.

Health & Adult Social Care: 2

- Promoting Independence in People Ltd – Specialist Occupational Therapist Advisor – Start date 2010
- Slate Grey Ltd – Service Manager, Personalisation and Safeguarding – Start date October 2012

Children's Services & Learning: 1

- Head of Safeguarding (Children's).

Corporate Services: 3

- The vacant post of Head of HR/OD was covered for 11 months ending in August 2012 by Coudray Ltd. The post has now been filled by a permanent member of staff.
- The vacant post of HR Business Partner was covered for 2 months (May to July 2012) until the new postholder joined the authority in July 2012.
- A temporary solicitor has been used over the last year to cover childcare cases. Due to the volume of work a report is due to be completed soon to seek funds to make this a substantive post.

### **4. Green Waste**

Question from Councillor Vinson to Councillor Thorpe

What is the cost of introducing wheelie bins in place of sacks for the collection of green waste and how many years' revenue is this equivalent to?

#### Answer

It is estimated that the average annual cost of providing green bags would be around £66,500; this is because each year around 19,000 replacement bags were requested

and cost approximately £3.5 per bag to supply (purchase, administration and delivery costs).

The New Garden Waste service has been designed to be self funding and replaces the previous green bag scheme that initial cost £542,000 per annum to operate.

The cost of supplying enough wheelie bins for 5,000 customers will be around £125,000, however this represents an annual cost of around £12,500 as the bins will last for on average at least 10 years. The cost of the bins is being funded from the Weekly Collection Support Scheme award and the actual bins remain SCC property and can be reused if the service is no longer required by the customer.

The cost of providing a dedicated crew for the New Garden Waste service is around £160,000 and the breakeven number of customers to cover the cost of a dedicated crew is between 4,800 and 5,000. (actual breakeven depends on the make up of the bin sizes ordered by customers)

The service will initially comprise one collection vehicle and crew who will undertake other fee earning waste related work should customer numbers not initially reach the 5,000 customer level required for the service to break even.

## **5. Bailiffs**

Question from Councillor Vinson to Councillor Letts

On how many occasions during the past year has the Council engaged bailiffs to collect unpaid debts? What categories of debt have been involved? What proportion of such actions has the Council been obliged to abandon the action or make recompense?

### Answer

The Council uses bailiffs for the collection of unpaid debts relating to Council Tax, Business rates, parking charges, overpaid Housing Benefit and Sundry Debts.

#### 1. Council Tax and Business Rates:

In the current financial year the following cases have been referred to bailiffs to collect.

- 6,552 council tax debts and
- 407 business rates debts.

In 2011/12 the numbers were:

- 7,708 council tax debts and
- 529 business rates debts.

Action is stopped if:

- The customer pays the debt directly to the council instead of the bailiff, or
- There is a change in liability which may lead the backdating of benefit or single person discount.

There has only been one occasion when a business rate customer had the fees charged reimbursed following a bailiff visit. This was as a result of the customer proving that the company involved were not liable for the business rate debt.

Overall the Council requests returns from the bailiff in less than 1% of cases.

#### 2. Parking Charges:

- In the current financial year 3,500 unpaid debts have been referred to bailiffs to collect.

- To date no referrals to the bailiff have needed to be withdrawn due to errors on behalf of the Council.

### 3. Housing Benefit and Sundry Debts:

In the current year there has been:

- 3 Legal Services debt recovery actions
- 8 referrals to the County Court Bailiff
- 20 referrals to the High Court Sheriff

There have been no cases where recompense has been needed.

## 6. Broadband

Question from Councillor Vinson to Councillor Williams

Why has Southampton, unlike Portsmouth, not been included among the cities recently announced as due to benefit from a £50 million Government fund to introduce superfast broadband?

### Answer

The City Council did not submit a bid for Superfast Broadband funding. The primary reason for not bidding was that after considerable investigation, it was felt that the City already had a high quality fibre optic Broadband infrastructure provided by both Virgin Media and BT. This, coupled with the fact that any state aid would have required matched funding from the Council, meant that there was not a very strong business case for a bid. Only bidding for Wireless was considered but the rules did not allow this. So in essence, we would have been bidding for and match funding for something that the City already has in place.

## 7. Affordable Housing

Question from Councillor Smith to Councillor Payne

How many affordable houses have you built since taking office?

### Answer

171, expected to rise to 182 by the end of March.

## 8. Cabinet

Question from Councillor Smith to Councillor Williams

Which two Cabinet positions are you intending to remove or combine?

### Answer

The decision has not yet been made. The announcement will be made at Full Council on May 15th accompanied by the necessary changes to the Executive scheme of delegation.

## **9. Manifesto Commitments**

Question from Councillor Smith to Councillor Williams

How many of your manifesto commitments have you honoured since being elected Leader?

### Answer

The Executive Report has been restructured to reflect the new administration's priorities which reflect the commitments contained within the manifesto. The manifesto was a four year programme and today's executive report captures the work achieved to date by the Administration in delivering its priorities and those manifesto commitments and the work that is in progress to deliver them.

## **10. Libraries**

Question from Councillor Turner to Councillor Payne

Are we doing enough to encourage libraries to engage in small commercial activities such as selling greeting cards?

### Answer

The library service engages in a number of commercial activities designed to increase income. Greetings cards are already sold in most libraries and a number also sell local crafts and educational posters. All libraries sell books which are no longer of interest to customers and a range of new books of local interest. In the coming year the service will invest in display furniture to maximise the appeal of items for sale. In the coming year it is planned to introduce a range of stationery items for sale, charging for family history enquiries by library staff and drinks machines in the three most visited libraries.

## **11. Pupil Premium Funding**

Question from Councillor Turner to Councillor Bogle

How are we ensuring that the Pupil Premium funding for boosting the educational attainment of disadvantaged children is being used to maximum effect in schools?

### Answer

Ofsted and the Department of Education are directly responsible for ensuring the appropriate use of the pupil premium.

Ofsted specifically refer to the use of the pupil premium in their current inspection framework and are reporting that local schools are using it appropriately.

Of the 22 schools in the City inspected so far this year, all reports indicate a good use of the Pupil Premium. Officers review all Ofsted reports and if a report were to indicate any cause for concern, it would form part of the necessary post-Ofsted Action Plan. Officers monitor the schools' implementation of such plans to ensure any necessary change accordingly.



## **12. City Economy**

Question from Councillor Smith to Councillor Williams

In the budget you allocated yourself a one-off amount of £500,000 to "Get the City's economy moving." Can you update Council on what you plans you have for this money?

### Answer

We aim to use the budget to respond to opportunities to support growth and job creation flexibly at a time of great economic change, and as a lever for additional funding, particularly from the private sector. Therefore, the budget has not been fully allocated yet.

Current proposals being considered include a 'One in a Thousand' scheme to support apprenticeship take-up by local businesses; awareness and skills support for local residents and small businesses to prepare them to take advantage of the jobs which will arise through large scale 'ECO' contracts for Council housing stock; wider work to maximise local jobs and training through Council procurement; supporting the development of growth in the Creative Industries sector; and potential match funding to lever additional devolved labour market and skills funding to be negotiated through the City Deal mechanisms.

## **13. Sustainability Grants**

Question from Councillor Smith to Councillor Williams

We know you have a keen interest in sustainability issues. Are you aware of what grants are available from central government, the EU and the private sector to pursue a greener agenda?

### Answer

Officers from the Council are actively engaged in seeking and making use of funding for green activities and projects in the city.

The Council is currently involved in 2 European projects; the production of a strategic energy action plan through the LEAP project, and a project to ensure that offshore wind developments are beneficial to the city economy. We are leading a partnership of Solent local authorities to secure energy company funding through the Energy Company Obligation (ECO). This will provide significant energy upgrades and improvements to the city's housing stock over the next 5 – 7 years. The level of investment is estimated to be in excess of £50 million over the next 5 years.

The Council is also working with Solent partners to attract Regional Growth Fund monies to further support the green economy. We are currently bidding to Defra and the Environment Agency for additional funding to tackle flood risk. We continue to look for opportunities to exploit the Feed in Tariff (FiT) funding, despite the large reduction in this subsidy for renewable electricity generation and more sites have been identified on the Council's built estate for solar PV. The Renewable Heat Incentive (RHI) is another opportunity we are exploring, which could include the use of biomass boilers in public buildings and in some cases solar hot water. This is a selection of our current initiatives to seek external funding for sustainability and energy projects; we are always open to suggestion for further new funding opportunities.

#### **14. Helius**

Question from Councillor Moulton to Councillor Williams

What meetings or conversations has the Leader had with Helius in the last 4 months?

#### Answer

I have had no meetings or conversations with Helius in the last 4 months.

#### **15. Oaklands Pool**

Question from Councillor Moulton to Councillor Payne

When does the Cabinet Member expect Oaklands Pool to reopen?

#### Answer

We are continuing to have positive discussions with a community group about reopening the swimming pool. Given that the Oaklands site now comes under the Resources Portfolio, these discussions are being led by Cabinet Member for Resources, Cllr Simon Letts, but I am also attending the talks. The aim is to reopen the pool as soon as practicable, but this will not be for some time because the community group is still finalising its business case, but I can report good progress is being made.

#### **16. Green Waste**

Question from Councillor Moulton to Councillor Thorpe

How many people have signed up so far for the new chargeable green waste collection service?

#### Answer

At 9am on Tuesday 19th March 2013 a total of 3,104 customers had completed the signing up process for the New Garden Waste service.

2,691 have signed up for the 240 litre bins

434 have signed up for the 360 litre bins

7 have signed up for the disposable bags

551 have signed up for the composters

Total income - £105,337.50 from orders received

At the end of Friday 15th March, 449 of the new brown lid garden waste bins had been delivered to the customers.

#### **17. Secondary Schools**

Question from Councillor Moulton to Councillor Bogle

Is the Council investing enough capital money into our secondary schools in Southampton?

## Answer

The Council has continued to invest capital into local secondary schools despite the sharp contraction in government funding. The Council has committed to a total of £4.6m of investment in the City's Secondary Schools between 2012/13 and 2014/15.

This is profiled as follows:

- 2012/13 - £1,108,000
- 2013/14 - £3,336,000
- 2014/15 - £222,000

This expenditure will benefit all of the City's Secondary Schools in need of investment currently with the exception of our two academies which are newly built and the three schools whose maintenance is under the terms of the PFI arrangements.

In addition, the Council has been successful in applying for and securing significant direct capital investment for the complete new build of the Cedar School (which teaches both primary and secondary age pupils) and Bitterne Park Secondary School (also 100% new build) via the Central Government managed Priority School Building Programme. Officers are developing an initial options appraisal for future needs with a view to a process of consultation later in the school year.

## **18. Large Casino**

Question from Councillor Baillie to Councillor Rayment

What have you estimated the cost to Southampton should a large casino become a reality, of the increased health and social care costs associated with the effects of the casino?

## Answer

The impact of any new casino will be addressed by the Licensing Committee as part of competition. As yet the specific costs of any problem gambling directly attributed to any new large casino have not been quantified as it is too early to say. Currently, a wide range of gambling opportunities, including casinos, both within the City and via the internet already exist and any problem gambling as a result is not a significant cause for concern.

Any new casino will be required to specifically address problem gambling as part of their licence conditions and contribute in time and financially towards helping to minimise and deal with such issues. Close scrutiny will be given to this issue during the application process both by the Advisory Panel, which will include problem gambling experts, and the Licensing Committee itself.

## 106. MOTIONS

(a) Energy Bill Revolution - Reducing Fuel Bills through Energy Efficiency

With the consent of the meeting, Councillor Pope withdrew his motion.

(b) Motion against Blacklisting

Councillor Pope moved and Councillor McEwing seconded:

“A number of construction companies have been challenged about supporting the existence of and subscribing to construction industry ‘blacklists’, which detail covertly gathered information on construction trade unionism, militant tendencies, poor timekeeping, trouble making, etc. Blacklisting is an unacceptable practice and cannot be condoned. The GMB union is leading a national campaign aimed at forcing those who have been involved in blacklisting to apologise to those who have been affected by it.

It is understood that the construction industry blacklist was collated by the Consulting Association (a private consultancy) and was then provided at a cost to construction companies as they sought to recruit/avoid new workers. The Information Commissioner has investigated and taken action against the Consulting Association for this practice. Furthermore, the Information Commissioner has taken enforcement action against a number of construction companies based on the evidence recovered from the Consulting Association.

Owing to the concentration of construction activity in and around large cities, many of those alleged to have been discriminated against live in the country’s major cities, and undoubtedly this practice has disadvantaged residents of Southampton.

Given the known impact on residents of the Southampton area reflected in the Deputation made to the Council, this Council deplores the use of blacklisting. The Council resolves to support the GMB campaign, and will seek written assurances from its partners and suppliers that they do not use blacklisting.”

UPON BEING PUT TO THE VOTE THE MOTION WAS DECLARED CARRIED

RESOLVED that the motion be approved.

(c) The Health and Social Care Act 2012 and its Impact on Services to Southampton Citizens

With the consent of the meeting, Councillor Pope altered and moved his motion and Councillor Rayment seconded:

“This Council Notes that there is little evidence to show that the Health and Social Care Act 2012 will improve the efficiency, effectiveness or value-for-money of the National Health Service. There is no credible evidence that the open competition under the Any Qualified Provider system, as promoted by the National Health Service (Procurement, Patient Choice and Competition Regulations 2013) - Statutory Instrument 257 2013, will improve the NHS. There is great alarm amongst NHS staff, patients and public - that the Act and open competition will HARM the NHS, placing almost £16m of cost on Southampton's NHS. Accordingly this Council resolves that this is an unnecessary reorganisation that the NHS does not need when it is already under huge pressures, as shown by the Francis Report, and can ill afford. It resolves to write to the Secretary of State and the Shadow Secretary of State with the outcome of this motion and it resolves to write to the Chairs of the Health and Well-Being Board and the Health Overview and Scrutiny Panel with the same”.

UPON BEING PUT TO THE VOTE THE ALTERED MOTION WAS DECLARED CARRIED

RESOLVED that the altered motion be approved.

(d) Welfare Reforms

Councillor Kaur moved and Councillor McEwing seconded:

"Southampton City Council resolves to request that the Government rethinks the "bedroom tax" and wider welfare reforms coming into play within the next few months. These reforms will have dire consequences for thousands of residents within Southampton and millions nationally, impacting those that are most vulnerable in our communities. Council condemns these reforms as unfair and counterproductive, bringing an unnecessary strain onto already squeezed resources as well as voluntary organisations who are already struggling with capacity.

Therefore, Full Council resolves to write to the Secretary of State for Work and Pensions as well as our local MPs setting out our concerns. Council also calls on the Executive to note and act upon the recommendations of the welfare reform scrutiny inquiry."

Amendment moved by Councillor Vinson and seconded by Councillor Turner:

Add "so called" at the beginning of second line after "rethinks the"

Add "including Council Tax Support," after "wider welfare reforms" in the second line.

Delete "These reforms will have dire" in the third line. Replace with "Council is concerned that bringing non-pensioner Housing Benefit into line with that available to those in the private rented sector will have serious"

Delete "thousands of residents within Southampton and millions nationally, impacting those that" in the third line. Replace with "a significant number of Southampton residents, noting in particular inflexibilities in the definition of the need for additional bedrooms and the shortage of smaller properties in the social rented sector. The changes in Council Tax Support for those of working age will affect those that"

Insert after "communities" in the fifth line "at a time when employment opportunities are restricted."

Delete "condemns these reforms" in the fifth line. Replace with "is concerned that these reforms will prove"

Delete "act upon" in the eleventh line. Replace with "respond to"

Add "when published" at the end of the motion.

AMENDED MOTION TO READ

Southampton City Council resolves to request that the Government rethinks the so-called "bedroom tax" and wider welfare reforms, including Council Tax Support, coming into play within the next few months.

Council is concerned that bringing non-pensioner Housing Benefit for Council and Social Housing tenants into line with that available to tenants in the private rented

sector will have serious consequences for a significant number of Southampton residents, noting in particular inflexibilities in the definition of the need for additional bedrooms and the shortage of smaller properties in the social rented sector.

The reduction in Council Tax support for those of working age will affect some of the most vulnerable in our communities at a time when employment opportunities are restricted.

Council is concerned that these reforms will prove unfair and counterproductive, bringing an additional strain onto already squeezed resources as well as voluntary organisations that are already struggling with capacity.

Therefore Full Council resolves to write to the Secretary of State for Work and Pensions as well as our local MPs setting out our concerns.

Council also calls on the Executive to note and respond to the recommendations of the Welfare reform Scrutiny Inquiry when published.

UPON BEING PUT TO THE VOTE THE AMENDMENT WAS DECLARED LOST

UPON BEING PUT TO THE VOTE THE MOTION WAS DECLARED CARRIED

RESOLVED that the motion as submitted be approved.

(e) Cycling on Pavements

Councillor Vinson moved and Councillor Turner seconded:-

“This Council expresses its concern at the dangerous increase in cycling on pavements and illegal parking on yellow lines, and calls on the Executive, in concert with other relevant authorities such as the Police, to bring forward a strategy, using the full range of its powers, to combat these issues more effectively.”

Amendment moved by Councillor Thorpe and seconded by Councillor Furnell:

Add “continued” between “its concern” in the first line.

Delete “the” in the first line.

Delete “increase in” and replace with “incidents of” in the first line.

Delete “on pavements” and replace with “in pedestrian areas” in the first line.

Delete “and calls” and replace with “Full Council calls” in the second line.

Delete “in concert with other relevant authorities such as the Police, to bring forward a strategy, using the full range of its powers, to combat these issues more effectively” in the second line and add to the end of the paragraph:

“to continue to support greater options for our cycling networks, raise these issues with the Police and Crime Commissioner for Hampshire and the Isle of Wight, and to refresh

existing joint strategies, whilst further exploring the range of powers available to the local authority”.

AMENDED MOTION TO READ:

This Council expresses its continued concern at dangerous incidents of cycling in pedestrian areas and illegal parking on yellow lines. Full Council calls on the Executive to continue to support greater options for our cycling networks, raise these issues with the Police and Crime Commissioner for Hampshire and the Isle of Wight, and to refresh existing joint strategies, whilst further exploring the range of powers available to the local authority.

UPON BEING PUT TO THE VOTE THE AMENDMENT WAS DECLARED CARRIED

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

RESOLVED that the motion as amended be approved.

(f) Charge for Collections of Household Green Waste

Councillor Smith moved and Councillor Hannides seconded:

“This Council regrets the introduction of the charge for collections of household green waste. In light of the recent grant from Communities and Local Government (CLG) to protect weekly bin collections and to increase recycling rates, we feel this charge is untimely and counterproductive.

We therefore call on the Executive to rethink this charge to ensure recycling rates continue to increase inline with other local authorities.”

Amendment moved by Councillor Thorpe and seconded by Councillor Furnell:

Delete “regrets” in the first line and replace with “acknowledges”

Delete from the second line to the end of the motion: “In light of the recent grant from Communities and Local Government (CLG) to protect weekly bin collections and to increase recycling rates, we feel this charge is untimely and counterproductive. We therefore call on the Executive to rethink this charge to ensure recycling rates continue to increase inline with other local authorities.”

Replace with “This is due to cuts in the overall funding from Central Government. Council nevertheless calls on the Executive to ensure recycling rates increase.”

AMENDED MOTION TO READ:

This Council acknowledges the introduction of the charge for collections of household green waste. This is due to cuts in the overall funding from Central Government. Council nevertheless calls on the Executive to ensure recycling rates increase.

UPON BEING PUT TO THE VOTE THE AMENDMENT WAS DECLARED CARRIED

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

RESOLVED that the motion as amended be approved.

(g) Increase in Adult Home Care Charges

Councillor Claisse moved and Councillor Baillie seconded:-

“This Council regrets the decision of the Executive to increase adult home care charges and the impact this will have on the frail elderly and upon adults with disabilities in Southampton.

Council urges the Executive to reconsider its policy of across the board increases in care charges and to implement a policy that will support and take account of the needs of the most vulnerable in the City.”

Amendment moved by Councillor Vinson and seconded by Councillor Turner:

Delete “decision” in the first line and replace with “scale and speed”

Delete “too increase” in the first line and replace with ” ’s increases in”

Delete “its policy of across the board increases in care charges” in the fourth line.

Add at end of the motion “firstly by phasing in all increased charges over three years, and secondly by monitoring the impact in Year 1 and reviewing the charging policy accordingly.”

Amended motion to read:

This Council regrets the scale and speed of the Executive’s increases in adult home care charges and the impact this will have on the frail elderly and upon adults with disabilities in Southampton.

Council urges the Executive to reconsider and to implement a policy that will take better account of the needs of the most vulnerable in the City, firstly by phasing in all increased charges over three years, and secondly by monitoring the impact in Year 1 and reviewing the charging policy accordingly.

UPON BEING PUT TO THE VOTE THE AMENDMENT WAS DECLARED LOST

UPON BEING PUT TO THE VOTE THE MOTION WAS DECLARED LOST

RESOLVED that the motion be **not** approved

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

It was noted that no questions to the Chairs of Committees or the Mayor had been received.



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

The following changes to the appointments to Committee and Sub-Committee membership were noted:

- (a) Councillor Parnell had replaced Councillor Claisse on Scrutiny Panel A;
- (b) Councillor Parnell had replaced Councillor Hannides on the Governance Committee; and
- (c) Councillor Norris had replaced Councillor Smith on the Planning and Rights of Way Panel.

109. GAMBLING ACT 2005 LARGE CASINO - FINAL PROCEDURE NOTE AND EVALUATION CRITERIA FOR STAGE 2

The report of the Head of Legal, HR and Democratic Services was submitted regarding the process to grant a large casino premises licence in the City (copy of the report circulated with the agenda and appended to signed minutes)

Amendment moved by Councillor Baillie and seconded by Councillor Parnell:

AMENDMENT TO APPENDIX 6

2 Problem Gambling

After ‘... demonstrated by Applicants.’ add ‘, and ongoing compliance with these provisions may be monitored by public health as well as the Gambling Commission’.

Amended clause to read:

For these purposes, compliance with both the Social Responsibility and Ordinary Code provisions of the Licence Conditions and Code of Practice will be regarded as part of the minimum requirement and ought to be demonstrated by Applicants, and ongoing compliance with these provisions may be monitored by public health as well as the Gambling Commission.

(2) After ‘A commitment to...’ delete ‘collaborate’ and add ‘identify lead organisational services that have the necessary skills to support people with gambling problems and establish clear pathways between the casino and services for identification and referral of individuals, as well as collaborating’

**Amended clause to read:**

A commitment to identify lead organisational services that have the necessary skills to support people with gambling problems and establish clear pathways between the casino and services for identification and referral of individuals, as well as collaborating with local and national problem gambling groups and other stakeholders including healthcare providers and public health, and to provide SCC with monitoring information in this regard.

Add new subparagraph (3) to read 'a commitment to significantly contribute to the cost of managing any detrimental health and social issues in Southampton which have been attributed by public health to the existence of a large casino.

UPON BEING PUT TO THE VOTE THE AMENDMENT WAS DECLARED CARRIED

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

RESOLVED

- (i) that Council note the amendments to the draft procedure note and evaluation criteria following consultation, and the subsequent amendment of the evaluation criteria agreed at the meeting; and
- (ii) that the final draft procedure note and evaluation criteria for use at Stage 2 of the large casino licensing process be approved, subject to any final amendments, and that delegated authority be granted to the Head of Legal, HR and Democratic Services to make these amendments.

110. PAY POLICY - ANNUAL UPDATE

The report of the Head of Legal, HR and Democratic Services was submitted regarding the pay policy statement for the financial year 2013/14 as required under the Localism Act 2011 (copy of report circulated with agenda and appended to signed minutes).

RESOLVED that the Pay Policy Statement as attached as Appendix 1 to the report be approved.

111. ESTABLISHMENT OF FORMAL HEALTH AND WELLBEING BOARD/NEW HEALTH SCRUTINY FUNCTION REGULATIONS

The report of the Head of Legal, HR and Democratic Services was submitted regarding the establishment of the formal Health and Wellbeing Board and new health scrutiny function regulations (copy of report circulated with the agenda and appended to signed minutes).

RESOLVED:

- (i) That the Terms of Reference for the Health and Wellbeing Board as set out in Appendix 1 of the report for incorporation into Part 3 of the Council's Constitution be approved;
- (ii) That the membership of the Board should comprise:
  - 5 Elected Members of Southampton City Council (to be appointed by the Leader of the Council having had due regard to the recommendations of the Shadow Health and Wellbeing Board)
  - Statutory Director for Public Health
  - Statutory Director for Adult and Children's Services (which will be the People Director from April 2013)
  - A representative from the Southampton Clinical Commissioning Group

- A representative of Local Link ( to be replaced by Healthwatch when the organisation is established in October 2013)  
A representative from the NHS Commissioning Board's Wessex Area Team
- (iii) that it be noted that while Council shall determine the number of places allocated to Elected Members on the Board, the decision as to whom to appoint to such vacancies is an Executive Function to be determined by the Leader of the Council at the next available Cabinet Meeting;
  - (iv) that having regard to resolution (iii) above, to recommend that the Leader of the Council has regard to the recommendations of the Shadow Health and Wellbeing Board as to the preferred Elected Member composition of the Board as set out in paragraph 9 of the report when appointing Elected Members to vacancies on the Board;
  - (v) that it be noted that the Head of Legal, HR and Democratic Services, in accordance with powers delegated to him under the Constitution, intends to approve a Special Procedure Rule as set out in Appendix 2 of the report in relation to the administrative arrangements for the operation of the Board in accordance with the Regulations and following consultation with the Chair of the Health and Wellbeing Board;
  - (vi) that the powers to undertake Health Scrutiny conferred on the Council as set out in Part 4 of the 2013 Regulations be delegated to the Council's Health Overview and Scrutiny Panel until such time as the Council's arrangements for overview and scrutiny of health functions is reviewed at Annual Council; and
  - (vii) that delegated authority be granted to the Head of Legal, HR and Democratic Services, following consultation with the Director of Public Health and the Chair of the Health and Wellbeing Board, to make any amendments to the Terms of Reference or other Constitutional Rules or Procedures that may be required to give effect to any new guidance or legal advice received in relation to the proper operation of the Board and / or health scrutiny functions contained in the Regulations received after the date of the report.

#### 112. PROPOSALS TO EXPAND THREE PRIMARY SCHOOLS IN THE CITY

The report of the Head of Infrastructure was submitted seeking a decision on the implementation or withdrawal of proposals to expand Bassett Green Primary, Bevois Town Primary and St Johns Primary and Nursery Schools (copy of report circulated with agenda and appended to signed minutes).

It was noted that the DfE Basic Need Grant funding had been received and that therefore there would be no shortfall in the additional £1.55M capital funding required as per Cabinet resolution (iv) of the report.

RESOLVED that as there would be no shortfall in the DfE Basic Need Grant funding, the report be withdrawn.

113. TRANSFER OF PUBLIC HEALTH FUNCTIONS TO SOUTHAMPTON CITY COUNCIL

The report of the Cabinet Member for Communities was submitted outlining the operational arrangements for the transfer of the Public Health function, including the approval of the relevant delegations and associated matters (copy of report circulated with agenda and appended to signed minutes).

RESOLVED that the proposed scheme of delegation to the Director of Public Health as set out in Appendix 1 to the report, be approved and incorporated into Part 10 of the Council Constitution.

114. ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME 2013/14 - APPROVAL TO SPEND

The report of the Cabinet Member for Environment and Transport was submitted regarding the Environment and Transport Capital Programme in 2013/14 (copy of report circulated with agenda and appended to signed minutes).

RESOLVED:

- (i) That, subject to due diligence, the additional award of £5,309,000 of Regional Growth Fund (RGF) capital funding from Department for Business, Innovation and Skills (BIS) towards the *Platform for Prosperity* scheme be accepted. Acceptance would bring the total RGF award for this scheme to £10,904,000;
- (ii) that an additional £5,309,000 be added to the Environment and Transport Capital Programme for the *Platform for Prosperity* scheme, funded by the RGF Government grant. This will bring the total budget for the *Platform for Prosperity* scheme to £12,349,000, to be funded by £10,904,000 from the RGF and £1,445,000 from the Council, as detailed in Appendix 5 to the report;
- (iii) that, in accordance with Financial Procedure Rules, capital expenditure for the revised total scheme of £12,349,000, which will now be phased £61,000 in 2011/12, £1,474,000 in 2012/13, £6,640,000 in 2013/14, £3,573,000 in 2014/15 and £601,000 in 2015/16 be approved;
- (iv) that it be noted that Associated British Ports (ABP) is to increase its contribution to the complementary works to the *Platform for Prosperity* scheme within the port from £1,000,000 to £1,750,000; and
- (v) that it be noted there is a slight increase in the contractual obligation on the Council from BIS for the *Platform for Prosperity* scheme in the requirement to demonstrate job increases and potential claw back of monies, as detailed in Appendix 6 to the report.

115. OVERVIEW AND SCRUTINY: SUMMARY OF CALL- IN ACTIVITY

The report of the Director of Economic Development was received and noted summarising the use of the Call-in procedure over the last six months (copy of report circulated with agenda and appended to signed minutes).

---

SOUTHAMPTON CITY COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON  
25 APRIL 2013

---

Present:

The Mayor, Councillor Burke

The Sheriff, Councillor White

Councillors Baillie, Barnes-Andrews, Mrs Blatchford, Bogle, Chaloner, Claisse, Cunio, Daunt, Fitzhenry, Furnell, Hannides, B Harris, L Harris, Kaur, Inglis, Jeffery, Keogh, Kolker, Laming, Letts, Lewzey, Lloyd, McEwing, Mintoff, Morrell, Moulton, Noon, Norris, Dr Paffey, Parnell, Payne, Pope, Rayment, Shields, Smith, Spicer, Stevens, Thomas, Thorpe, Tucker, Turner, Vassiliou, Whitbread and Dr R Williams (minute116-117 only)

116. APOLOGIES

Apologies for absence were submitted on behalf of Councillor Vinson.

117. MONITORING OFFICER REPORT: INVESTIGATION

The report of the Council's Director of Corporate Services and Monitoring Officer concerning an independent investigation into allegations surrounding a press release issued by the Council in May 2012 following the resignation of Councillor Keith Morrell from the Executive together with the report of the Independent Investigator, Mr Richard Lingard was submitted (copy of report circulated with agenda and appended to signed minutes).

RESOLVED:

- (i) that the report of the Monitoring Officer be noted;
- (ii) that the report of the Monitoring Officer be referred to the Governance Committee to consider:
  - a. whether or not the current constitutional arrangements, protocols and / or guidance are robust and adequate;
  - b. making any recommendations for changes to such arrangements to Full Council as appropriate, and
  - c. whether the current training and development arrangements for officers and members should be revised.

118. ELECTION OF THE LEADER

Following the resignation of the Leader, Councillor Dr. Williams, the Mayor requested nominations for the election of a new Leader.

The nomination of Councillor Rayment was moved and seconded.

UPON BEING PUT TO THE VOTE IT WAS:

RESOLVED: that Councillor Rayment be elected Leader of the Council.

119. MOTION

With the consent of the meeting, Councillor Smith withdrew his motion.

This page is intentionally left blank



# Agenda Item 7

<b>DECISION-MAKER:</b>	FULL COUNCIL
<b>SUBJECT:</b>	ANNUAL CHANGES TO THE CONSTITUTION
<b>DATE OF DECISION:</b>	15 <sup>TH</sup> MAY 2013
<b>REPORT OF:</b>	HEAD OF LEGAL, HR AND DEMOCRATIC SERVICES
<b>STATEMENT OF CONFIDENTIALITY</b>	
None	

## **BRIEF SUMMARY**

This report sets out the annual review of the Constitution. This was considered and discussed by Governance Committee on 30<sup>th</sup> April 2013 in its governance role. The recommendations of the Governance Committee are included below.

## **RECOMMENDATIONS:**

- (i) to agree the changes to the Constitution as set out in this report;
- (ii) to authorise the Head of Legal, HR and Democratic Services to finalise the arrangements as approved by Full Council and make any further consequential or minor changes arising from the decision(s) of Full Council;
- (iii) to approve the City Council's Constitution, as amended, including the Officer Scheme of Delegation for the municipal year 2013/14;
- (iv) That the Head of Communities, Change and Partnership is designated the Council's Scrutiny Officer; and
- (v) That the Head of Legal, HR and Democratic Services develop protocols between the OSMC and the Police and Crime Panel, the Health Overview and Scrutiny Panel, the Health and Wellbeing Board and the successor to Southampton Link.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. It is appropriate for the Council to keep its Constitution under regular review and to amend it, both to reflect experience and changing circumstances.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

2. The Council resolved in May 2002 to review its Constitution on an annual basis. Therefore, it is appropriate that this report is considered by Members. There are a range of recommendations set out within the report. Members have a range of options about various changes not least of which is to reject some or all of them.

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

3. This report was considered by Governance Committee on 30<sup>th</sup> April 2013. The committee's comments and amendments are embodied within this report and the appendices.

## **Background Information**

4. The Constitution of the Council describes the way in which the Council conducts its business. It contains not only the Articles of the Constitution, but also the various rules and procedures for decision-making, access to information, Overview and Scrutiny, the Codes of Conduct, the Officer /

Member Protocol, as well as other specific rules relating to contracts and finance.

5. The Constitution forms the cornerstone of effective corporate governance. Whilst Southampton City Council's constitutional arrangements continue to be recognised as being of a high standard, Full Council agreed in May 2002 that it would on an annual basis robustly review the Constitution and its operation. The purpose of this report is to bring forward proposed changes to the Constitution, these having been considered by Governance Committee (in its governance role) with a view to build upon the constitutional arrangements for the Council.

### **Petition Scheme**

6. Local authorities were required to adopt a Petition Scheme, laying out in detail the way in which they would respond to petitions that achieved a certain number of signatures. The recent statutory regime has been repealed, but the Council previously resolved that it would retain in place the principles of the Petition Scheme. As a result, petitions containing 1,500 signatures or more will require a debate at a council meeting; petitions with fewer than 1,500 signatures will be presented and received without discussion a council meeting and included on the agenda for the next available meeting of the Cabinet; petitions containing 750 signatures but fewer than 1,500 and requesting an officer to give evidence will first of all be considered by Overview & Scrutiny Management Committee; petitions with more than 50 signatures will be treated as a petition that requires a response by an officer and that the council will take a flexible approach on a case by case basis in responding to petitions with fewer than 50 signatories.
7. The Constitution currently states that a petition that requires a debate (over 1,500 signatures) at Full Council will be managed at the discretion of the Mayor and in accordance with the Council Procedure Rules, after which a vote will be put.
8. This is the regime that we have in place and reflects the fact that we are no longer legally obliged to have a Petition Scheme but we have in essence retained much of the thrust of the original approach, giving people the right to have petitions debated at Full Council. Indeed the NHS petition presented at the recent Full Council meeting qualified (subject to a final ratification by Democratic Services) for a Full Council debate.
9. The question that has been asked was whether or not the rules were flexible enough to deal with petitions that might be raised at the budget meeting? Members will recall Council had a petition raised and chose to include it within the timeframe, ie 30 minutes allotted to each of the Groups to respond on budget issues. It was agreed that this resulted in the petition not receiving the attention that it duly deserved.
10. If the Council is, therefore, to continue to allow petitions presented at the Budget meeting to have a debate, the methodology of dealing with that is currently wholly at the discretion of the Mayor. It is advised that the Mayor allows such a debate but that it might take a more truncated form than perhaps would otherwise be the case, reflecting the nature of the budget meeting. Also if we had numerous (linked) budget related petitions, it could result in a combined truncated debate. This might involve a limited amount of time per Group or a limited number of speakers per Group on the petition debate.

11. This is provided for within the Constitution. The Mayor has the discretion to manage the debate process. Therefore the rules do not need to be amended. However, it would be possible for Council to add some additional wording, should members feel it helpful to express the sentiment at least that for the purposes of any debates on petitions at the budget meeting, given the special nature of that business, the Mayor will take an appropriate approach, determined following consultation with the Group Leaders. This again, does not commit the Council to anything in particular, but reflects and acknowledges that the budget meeting might require some special attention and consideration.
12. In addition, it is suggested that the scheme be changed to allow further flexibility in the light of the experience that has been gained in dealing with the petitions received. The changes are highlighted in the revised scheme, and include allowing for a petition containing more than 1500 signatures to be considered by the appropriate decision-maker rather than having to be debated at Full Council. Thus where time does not allow the petition to be submitted to the scheduled Council meeting it will avoid the need for a Special Council meeting to be arranged. The revised scheme is attached at Appendix 1.

#### **Council and Executive Procedure Rules -**

13. The Leader has requested that if following either annual or a by election the political control of the authority changes as a direct result that the Constitution is revised so that no significant decisions can be taken by Council, the Executive, or by Executive Members through delegated powers during the period between annual elections and the AGM. The concern is that the Council's arrangements need to ensure that there is no "democratic deficit" which to the public would appear to show political bias and limited legitimacy in the circumstances when one political party (whichever party that is) may have lost control of the Council. The revisions are attached on Appendix 2.
14. Such changes will not affect the Council's ability to react to any time limited or emergency matters, in the rare event that they should they arise as there are existing adequate powers under the Officer Scheme of Delegation to permit the Chief Executive, Director of Corporate Services or Head of Legal, HR and Democratic Services to act.
15. The desire to do so has come as a result of the circumstances relating to the Rom TV outsourcing review which was due to be considered by Overview and Scrutiny Management Committee on 11th April 2013 but was deferred until after the AGM. The Governance Committee has considered the specific issue and recommended revisions as detailed in Appendix 3.

#### **Officer Delegations**

16. The scheme of delegation has been updated to reflect the substantial operational changes that have occurred as a result of the ongoing Directorate restructures and reduction in Director posts. The full, revised scheme can be found in the Members' Rooms and has not been printed due to its size. Several delegations have been removed: firstly those regarding ad hoc grant allocations as such awards should be considered as part of the overall grant award process and secondly in relation to education related functions which are no longer the Council's responsibility (all within 4.4). New delegations have not been added unless specifically referred to in this report

## **Health and Social Care Act 2012 and the Health & Well-Being Board**

17. All matters relating to the recent changes in relation to health matters previously agreed by Council have been included in various parts of the Constitution. However, there is a requirement to finalise the scrutiny element which was considered at the last Council meeting. An interim position was put in place with the intention that the long term solution be considered at the annual meeting.
18. Part 1A – 9FB of the Local Government Act 2000 states that County and Unitary authorities must designate a scrutiny officer, to promote the role of Overview and Scrutiny, support Overview and Scrutiny Committee's, and to provide advice to officers and members about Overview and Scrutiny Committee's. Subsection 4 states that this person may not be the Head of Paid Service, Monitoring Officer or S151 Officer.
19. The 2013 Regulations amend the current health scrutiny legislation to confer the power to undertake health scrutiny on the Council rather than directly to a Health Scrutiny Committee. As a result, in order for health scrutiny to continue to be carried out by the existing Health Overview and Scrutiny Panel (HOSP), the Council is required to delegate responsibility to the Panel.
20. the power to refer to the Secretary of State for Health can also be delegated to the HOSP or remains a function of the Council. Subject to the expected further guidance it is recommended that the Council delegates power to the HOSP to refer to the Secretary of State for Health. This is included in updated Part 3 HOSP terms of reference at Appendix 4.
21. The legislation as drafted and existing guidance is not clear as to whether it is necessary to have both accountability and relationships between the HOSP, Health and Wellbeing Boards and Local Healthwatch. The discharge of functions by Health and Wellbeing Boards fall within the remit of Scrutiny but the core functions are not subject to call in as they are, predominantly, not Executive functions. There will need to be relationships between Health and Wellbeing Boards, Scrutiny Committee, particularly the Health Overview Scrutiny Panel and local Link which will be Local Healthwatch when established. To ensure clarity and mutual understanding of roles and responsibilities it is recommended that delegation is given to the Head of Legal, HR and Democratic Services to develop a protocol between the three elements.
22. Accordingly it is recommended that the powers to undertake Health Scrutiny conferred on the Council as set out in Part 4 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) 2013 Regulations be delegated to the Council's Health Overview and Scrutiny Panel, including, subject to national guidance, referral to the Secretary of State for Health.

## **Police and Justice Act 2006 – Protocols**

23. The Police and Justice Act 2006 requires local authorities to designate a Scrutiny Committee to act as a 'Crime and Disorder Committee', with powers to review or scrutinise decisions made (or action taken) by local Community Safety Partnerships (CSPs) and the 'responsible authorities' that comprise it, but only with regards to activities which relate to the Partnership itself. This role is performed by the OSMC.

24. The Police Reform and Social Responsibility Act 2011 introduced the role of the 'Police and Crime Commissioner' (PCC), an elected representative for each Policing area, whose role would be to ensure efficient and effective policing, replacing Police Authorities. The Act also required each Police area outside of London to have a Police and Crime Panel established.
25. Although the Act did not change the legal remit of local authority Crime and Disorder Committees, they will not have the power to directly scrutinise the Police and Crime Commissioner because he/ she will not be a 'responsible authority' on the Community Safety Partnership therefore the Hampshire Police and Crime Panel will carry out part of the role previously exercised by the OSMC.
26. There are clear benefits of the OSMC working in partnership with the Police and Crime Panel. OSMC can play a critical role in helping the Hampshire Police and Crime Panel:
  - To recognise the needs and concerns of local communities in relation to community safety and crime.
  - To better understand the link between the strategic direction set by the Police and Crime Commissioner and its impact on individual wards and neighbourhoods.
  - To focus on issues which are common to all of Hampshire and the Isle of Wight.
  - To maximise its resources by contributing to scrutiny work initiated by the Hampshire Police and Crime Panel.
27. Equally, the Hampshire Police and Crime Panel can assist the OSMC by:
28.
  - Holding the Commissioner to account if:
    - he/she has a detrimental impact on the safety or confidence of communities in Hampshire and the Isle of Wight.
    - public concerns are raised due to their chosen approach
    - they act in a way which would have previously prompted the Committee to 'call in the responsible authority.'
  - Informing and supporting the Commissioner in such a way as to ensure his/ her approach and plans reflect the needs and interests of the diverse communities across Hampshire and the Isle of Wight.
29. On the basis of the rationale outlined above, it is recommended that delegation is given to the Head of Legal, HR and Democratic Services to develop a protocol that sets in place a framework for partnership working between the OSMC and the Hampshire Police and Crime Panel.

### **Chipperfield Bequest**

30. Currently the Head of Leisure has delegated authority "In association with the Chipperfield Advisory Committee to select and acquire works of art for the collection under the Chipperfield Bequest, up to the value of £25,000, subject to the necessary finance being available". In light of recent changes to the administrative arrangements it is considered that this could be increased to £125,000. The proposal has the support of the Cabinet Member.

## Deputations

31. The Constitution states that where the issue is the subject of a previous deputations or a resolution of the council within the previous six months, then the deputation is not to be entertained. This raised a particular issue in relation to the Helius deputation recently, and because the Council had previously resolved on the issue, the deputation was not permissible under our rules.
32. There are a number of exceptions, but it is considered that given the view that the Council would want to encourage engagement and participation, that excluding requests for deputations where the issue has been resolved on by the council within the previous six months is perhaps harsh. Clearly if an issue has been the subject of a deputation within the previous six months, then they should not be tabled on a repeated basis, as the matter will have been considered and dealt with. However, by amending this particular exclusion so that Council only excludes issues which are the subject of a previous deputation (ie Council ceases to exclude issues which are the subject of a previous resolution of the Council within the previous six months) it is considered this will address the issue and address it appropriately and proportionately.

## RESOURCE IMPLICATIONS

### Capital/Revenue

33. None

### Property/Other

34. None.

## LEGAL IMPLICATIONS

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

35. The Executive Arrangements and Constitution are required under the Local Government Act 2000 (as amended). Other matters referred to in the report are addressed in the Local Government Act 1972 (as amended) as well as the Local Government and Public Involvement in Health Act 2007 and Localism Act 2011.

### Other Legal Implications:

36. None.

## POLICY FRAMEWORK IMPLICATIONS

37. None.

<b>AUTHOR:</b>	Name:	Richard Ivory	Tel:	023 8083 2794
	E-mail:	<a href="mailto:Richard.ivory@southampton.gov.uk">Richard.ivory@southampton.gov.uk</a>		

**KEY DECISION?** Yes/No n/a

<b>WARDS/COMMUNITIES AFFECTED:</b>	None
------------------------------------	------

**SUPPORTING DOCUMENTATION**

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

**Appendices**

1.	Revised Petition Scheme
2.	Extract showing revisions to Executive Procedure Rules
3.	Extract showing revisions to Council Procedure Rules
4.	Extract showing revisions to Responsibilities for Functions

**Documents In Members' Rooms**

Revised Scheme of Delegation

**Integrated Impact Assessment**

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

**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.	
----	-------	--

This page is intentionally left blank



### SCHEME FOR HANDLING PETITIONS

#### 1. **Petitions**

The Council welcomes petitions and recognises that they are a way in which the people can let the Council know their concerns. All petitions must be submitted in accordance with this guidance and can be in electronic form created from the Council's website or on paper and sent to Democratic Services, Civic Centre, Civic Centre Road, Southampton SO14 7LY.

#### 2. **Content**

##### 2.1 Petitions submitted to the Council must:-

- include a clear and concise statement covering the subject of the petition stating what action the petitioners wish the Council to take;
- should be accompanied by the name, address, and contact details of the petition organiser; and
- contain a minimum of 50 signatures of persons who live, work or study in the City and who support the petition.

#### 3. **Petition Organiser**

The Petition Organiser is the person the Council will contact to explain how it will respond to the petition. The contact details of the Petition Organiser will not be placed on the website. If the petition does not identify a Petition Organiser, the Council will contact signatories to the petition to agree who should act as the Petition Organiser.

#### 4. **Restrictions**

##### 4.1 A petition may be rejected should the Democratic Services Manager consider that it:-

- contains intemperate, inflammatory, abusive or provocative language;
- is defamatory, frivolous, vexatious, discriminatory or otherwise offensive, or contains false statements;
- is too similar to another petition submitted within the last six months;
- discloses confidential or exempt information, including information protected by a court order or government department;
- discloses material which is otherwise commercially sensitive;
- contains names of individual citizens as the target of the petition, or provides information where they may be easily identified, e.g. officers or public bodies;
- contains advertising statements;
- refers to an issue which is currently the subject of a formal Council complaint, Local Ombudsman complaint or any legal proceedings;
- relates to the Council's Planning or Licensing functions as there are separate statutory processes in place for dealing with these matters;
- does not relate to an issue upon which the Council has powers or duties or on which it has shared delivery responsibilities; or
- has been the subject of debate by Full Council within the last six months.

**Deleted:** or

**Formatted:** Bullets and Numbering

**Deleted:** 25 Part 11 - Petition Scheme

**Deleted:** 25 Part 11 - Petition Scheme.doc

**Deleted:** 2

4.2 During politically sensitive periods, such as prior to an election or referendum, politically controversial material may need to be restricted.

4.3 If a petition does not follow the guidelines set out above, the Council may decide not to do anything further with it. In that case, the Council will write to you to explain the reasons.

## 5. On Receipt of a Petition

5.1 An acknowledgement will be sent to the Petition Organiser within 3 working days of receiving the petition. It will let them know what the Council plans to do with the petition and when they can expect to hear from the Council again. It will also be published on the website.

5.2 If the Council can do what your petition asks for, the acknowledgement may confirm that the Council has taken the action requested and the petition will be closed. If the petition has enough signatures to trigger a Council debate (over 1,500 signatures), or 750 signatures requiring referral to Overview & Scrutiny Management Committee, then the acknowledgment will confirm this and tell you when and where the meeting will take place. If the petition needs more investigation, the Council will tell you the steps it plans to take.

**Deleted:** or a senior officer giving evidence,

5.3 If the petition relates to action currently being progressed by the Council and the petition triggers with a debate at Full Council or Overview & Scrutiny Management Committee, then the action will be suspended pending the debate, save in relation to statutory, contractual or other legal situations, were suspension would prejudice the Council's position.

5.4 If the petition applies to a planning or licensing application, is a statutory petition (for example requesting a referendum on having an elected mayor), or on a matter where there is already an existing right of appeal, such as Council Tax Banding and non-domestic rates, other procedures apply. These will take precedence.

5.5 The Council will not take action on any petition which it considers to be vexatious, abusive or otherwise inappropriate and will explain the reasons for this in its acknowledgement of the petition.

5.6 To ensure that people know what the Council is doing in response to the petitions received, the details of all the petitions submitted will be published on the website, except in cases where this would be inappropriate. Whenever possible the Council will also publish all correspondence relating to the petition (all personal details, except the name, will be removed).

## 6. Council' Response to Petitions

6.1 The Council's response to a petition will depend on what a petition asks for and how many people have signed it, but may include one or more of the following:-

- taking the action requested in the petition
- considering the petition at a Council meeting
- holding an inquiry into the matter
- undertaking research into the matter
- holding a public meeting
- holding a consultation

**Deleted:** 25 Part 11 - Petition Scheme

**Deleted:** 25 Part 11 - Petition Scheme.doc

**Deleted:** 2

- holding a meeting with petitioners
- referring the petition for consideration by the Council's Overview and Scrutiny Committee\*
- calling a referendum
- writing to the petition organiser setting out the Council's views about the request in the petition

\*Overview and Scrutiny Committees are committees of Councillors who are responsible for scrutinising the work of the Council - in other words, the Overview and Scrutiny Committee has the power to hold the Council's decision makers to account.

- 6.2 If your petition is about something over which the Council has no direct control (for example the local railway or hospital) it will give consideration to what the best method is for responding to it is. The Council may make representations on behalf of the community to the relevant body. The Council works with a large number of local partners and where possible will work with these partners to respond to your petition. If the Council is not able to do this for any reason (for example if what the petition calls for conflicts with Council policy), then it will set out the reasons for this to you.
- 6.3 if your petition is about something that a different Council is responsible for, the Council will give consideration to what the best method is for responding to it. It might consist of simply forwarding the petition to the other Council, but could involve other steps. In any event the Council will always notify you of the action it has taken.

7. **Full Council debates**

7.1 If a petition contains more than 1,500 signatures, where time permits it will be debated by the full Council unless it is a petition asking for a senior Council officer to give evidence at a public meeting. This means that the issue raised in the petition will be discussed at a meeting which all Councillors can attend. The Petition Organiser will be given five minutes to present the petition at the meeting and the petition will then be discussed by Councillors in accordance with Council Procedure Rules as contained. Where time does not permit a debate at Full Council, the matter will be referred to the appropriate decision-maker or relevant committee. If the petition is a matter relating specifically to the February budget resolution and cannot be deferred, the Mayor will use their discretion as to how the matter will be handled.

7.2 The Council will decide how to respond to the petition at this meeting. They may decide to take the action the petition requests, not to take the action requested for reasons put forward in the debate, or to commission further investigation into the matter, for example by a relevant committee. The Petition Organiser will receive written confirmation of this decision. This confirmation will also be published on the City Council's website.

8. **Non Qualifying Petitions (fewer than 1,500 signatures)**

8.1 Should the petition contain at least 750 signatures, the relevant Cabinet Member or Director will give evidence at a public meeting of the Council's Overview and Scrutiny Committee. The petition may ask for a senior Council officer to give evidence at a public meeting about something for which the officer is responsible as part of their job. For example, your petition may ask a senior Council officer to explain progress on an issue, or to explain the advice given to Councillors to enable them to make a

Deleted: Officer Evidence

Deleted: 25 Part 11 - Petition Scheme

Deleted: 25 Part 11 - Petition Scheme.doc

Deleted: 2

particular decision. [A list of the senior staff that can be called to give evidence can be found at http://www.southampton.gov.uk/council-partners/corporatemanagement/.](http://www.southampton.gov.uk/council-partners/corporatemanagement/)

**Deleted:** Should the petition contain at least 750 signatures, the relevant Director will give evidence at a public meeting of the Council's Overview and Scrutiny Committee. A list of the senior staff that can be called to give evidence can be found [here](#).

8.2 Petitioners should be aware that the Overview and Scrutiny Committee may decide that it would be more appropriate for another officer to give evidence instead of any officer named in the petition - for instance if the named officer has changed jobs. Committee members will ask the questions at this meeting, but you will be able to suggest questions to the chair of the committee by contacting Democratic Services up to three working days before the meeting.

8.3 A petition with a minimum of 50 signatures will be treated as one to which a response in accordance with the Scheme is to be made. Petitions with fewer signatories may still be submitted, but the Council will have greater flexibility in responding to the issues these petitions raise.

## 9. E-petitions

9.1 The Council welcomes e-petitions which are created and submitted through the [website](#). E-petitions must follow the same guidelines as paper petitions. The Petition Organiser will need to provide the Council with their name, postal address and email address. You will also need to decide how long you would like your petition to be open for signatures. Most petitions run for three months, but you can choose a shorter or longer timeframe, up to a maximum of six months.

9.2 Individuals signing an e-petition will receive by email a link to that part of the City Councils' website where the response to the petition will be displayed. The Council regrets that it cannot respond by post or other means other than posting information on the website to all the signatories of paper petitions other than the promoters and organisers.

9.3 Should the Council feel that it cannot publish a petition for some reason the Petition Organiser will be contacted with an explanation and given the opportunity to amend and resubmit the petition. If the Petition Organiser does not resubmit within 10 working days, a summary of the petition and the reason why it has not been accepted will be published under the 'rejected petitions' section of the website.

**Deleted:** 25 Part 11 - Petition Scheme

**Deleted:** 25 Part 11 - Petition Scheme.doc

**Deleted:** 2

### EXECUTIVE PROCEDURE RULES

#### 1.6 Cabinet meetings – when and where?

The Cabinet will meet every ~~two-weeks~~ month or at such other occasions as determined by the Leader. The time of Cabinet Meetings shall be as advised by the Leader. The Cabinet shall meet at the Council's main offices or another location to be agreed by the Leader.

#### 2.7 Periods between Elections

If, following either annual elections or a by election, the political control of the authority changes as a direct result no significant decisions will be taken by the Executive, or by Executive Members through delegated powers during the period between that election and the next meeting of Council.

Such changes will not affect the Council's ability to react to any time limited or emergency matters, in the rare event that they should they arise as there are existing powers under the Officer Scheme of Delegation to permit the Chief Executive, Director of Corporate Services or Head of Legal, HR and Democratic Services to act.

This page is intentionally left blank

### **PROPOSED CHANGES TO COUNCIL PROCEDURE RULES**

#### **9.6 Presumption in favour of meetings ending by 6:30 pm**

There is a presumption in favour of all meetings of the Council, Committees and Sub-Committees that start at 2:00 pm will finish by 6:30 pm. When a meeting reaches that time, any member of the Council, Committee or Sub-Committee may move, without comment, that the meeting shall end. If the motion is accepted and seconded, it shall be put without comment and if passed, if there are any other motions or recommendations on the agenda that have not been dealt with, the Mayor or person presiding may determine either to deal with them in accordance with this Council Procedure Rule, or to defer remaining business to the next meeting, but in doing so shall take particular account of any advice from the Chief Executive, Chief Financial Officer and/or Monitoring Officer as to any business that, in their view, the Council or the meeting of the Council should determine at that meeting. In the event of a motion being put to the meeting under this Council Procedure Rule, it will be necessary for two thirds of the members present and voting at the meeting to support a proposal that the meeting should carry on for the meeting to proceed beyond 6:30 pm.

#### **10.4 Debate on Petitions**

A qualifying petition will require a debate at Full Council, if timescales permit, except where the petition is asking for a senior officer to give evidence. Where timescales do not allow a debate at Full Council, the matter will be referred to the first available meeting of the appropriate decision-maker or relevant committee. The length of debate shall be at the discretion of the Mayor and in accordance with the Council's procedure rules, after which a vote will be put.

#### **10.7 Deputations**

- a. Persons wishing to make a deputation to the Council shall give at least seven Clear Days notice in writing to the Head of Legal, HR and Democratic Services explaining the subject of the deputation, unless in the opinion of the Mayor the matter is one of significance and urgency, such that it would not have been possible for the above timetable to be complied with. In such circumstances the Mayor may, at his or her sole discretion, either permit the deputation to be heard or alternatively ask Council by vote without discussion to determine whether it wishes the deputation to be heard. All requests shall be referred to the Mayor for consideration. The Mayor shall have the discretion to reject or refuse any request, or may determine that such a request should be redirected to the Executive, a committee or sub-committee of the Council or, by agreement, a third party (eg a partner). *Petitions presented as part of or with a deputation will be dealt with in accordance with the provisions of the Council's Constitution and Scheme for Handling Petitions.*
- b. A deputation to be received by the Council shall be read by the Head of Legal, HR and Democratic Services or other officer, and immediately after having done so, any proposal to receive the person or persons or the deputation shall be formally moved and seconded without discussion and shall be put to the vote. If the motion is carried, the person or persons shall be conducted into the meeting and shall present their deputation.

- c. A deputation may comprise between one and three persons all of whom may address the Council. The deputation shall not exceed seven minutes in duration, such time to include any time taken by the deputation to read any petition or other document.

If in the view of the Mayor the deputation is duplicatory or overlaps with other deputation(s) to be considered at the same meeting, the Mayor may move that the deputations be consolidated and the time limit for the deputation varied accordingly.

- d. Subject to this Council Procedure Rule, the Head of Legal, HR and Democratic Services shall deal with requests for deputations in accordance with the following:

- i. **Where the issue is the subject of a recommendation or notice of motion to the next meeting of the Council**

The request shall be placed on the agenda for that Council meeting and the Council shall be asked whether it is willing to receive the deputation.

When a deputation has been received by the Council, there shall be no discussion on the points raised and the matter shall stand deferred until the relevant recommendation or notice of motion is presented to the Council.

- ii. **Where the issue is the subject of a previous deputation ~~or a resolution~~ of the Council within the previous six months and is not covered by (a) above**

The deputation shall not be entertained by the Council, when the Council has ~~resolved upon the issue or~~ considered a previous deputation within the previous six months.

## 29. PERIODS BETWEEN ELECTIONS

29.1 If, following either annual elections or a by election, the political control of the authority changes, as a direct result no meetings of Council can be called, or the Urgent Business Sub Committee convened to enable significant decisions to be taken until the next meeting of Council.

Such changes will not affect the Council's ability to react to any time limited or emergency matters, in the rare event that they should they arise as there are existing powers under the Officer Scheme of Delegation to permit the Chief Executive, Director of Corporate Services or Head of Legal, HR and Democratic Services to act.



#### TERMS OF REFERENCE FOR OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

##### GENERAL

- a. This Committee is a committee of the Council appointed by the Council under Section 102(1) of the Local Government Act 1972.
- b. The Council has arranged under Section 101(1) of that Act for the discharge by the Committee of such of the Council's functions as are within the Committee's terms of reference (set out below).
- c. Certain functions are delegated by this Committee to Officers. Full details may be found in the Officer's Scheme of Delegation which may be obtained from the Democratic Services Manager.
- d. Where a function or matter within the Committee's competence has been delegated to an officer, the Committee may exercise that function/matter concurrently with the officer to whom it has been delegated.
- e. The exercise of any function or matter within the Committee's competence is always subject to any relevant requirement of the Council's Constitution including any Special Procedure and Protocol drawn up and approved by the Head of Legal, HR and Democratic Services in pursuance of Council Procedure Rule 26.2.

##### TERMS OF REFERENCE

1. Approve a framework for the effective discharge by the Council of the statutory overview and scrutiny function by itself and its Scrutiny Panels;
2. Prepare and monitor a Scrutiny Programme, ~~to be developed in consultation with members of Scrutiny Panels.~~
3. Appoint such sub-committees as it considers appropriate to fulfil the overview and scrutiny functions on behalf of the Council;
4. Where matters fall within the remit of more than one overview and scrutiny subcommittee, determine which of those sub-committees will assume responsibility for any particular issue and to resolve any issues of dispute of sub-committees.
5. To be responsible for the scrutiny of all corporate and resource management issues.
6. To exercise the power of call-in.
7. To undertake scrutiny of the Forward Plan.
8. To undertake regular monitoring of the Council's performance and budgets and to assess progress made in delivering services in conjunction with partners.
9. ~~In accordance with the Police and Justice Act 2006 to engage as appropriate with the designated Responsible Authorities in respect of crime and disorder matters.~~
10. ~~Consider, at least once a year, and make reports or recommendations to the local authority with regards to actions undertaken by the responsible authorities on the Safe City Partnership.~~
11. ~~To receive matters raised through the Councillor Call to Action, including crime and disorder matters.~~

Deleted:

Deleted: <#>To receive matters raised through the Councillor Call to Action. ¶

**APPENDIX 4 - PROPOSED CHANGES TO RESPONSIBILITIES FOR FUNCTIONS**

**SCRUTINY PANEL TERMS OF REFERENCE**

**GENERAL**

~~The Health Overview and Scrutiny Panel will have 6 scheduled meetings per year, with additional meetings organised as required. Meetings of Scrutiny Panel A and Scrutiny Panel B will be scheduled to enable the Panels to undertake scrutiny inquiries.~~

**TERMS OF REFERENCE**

**Health Overview and Scrutiny Panel**

1. ~~To discharge all responsibilities of the Council for health overview and scrutiny, whether as a statutory duty or through the exercise of a power, including subject to formal guidance being issued from the Department of Health, the referral of issues to the Secretary of State.~~
2. ~~To undertake the scrutiny of Social Care issues in the City unless they are forward plan items. In such circumstances members of the Health Overview and Scrutiny Panel will be invited to the relevant Overview and Scrutiny Management Committee meeting where they are discussed.~~
3. ~~To develop and agree the annual health and social care scrutiny work programme ;~~
4. ~~To scrutinise the development and implementation of the Joint Strategic Needs Assessment and Health and Wellbeing Strategy developed by the Health and Wellbeing Board.~~
5. ~~To provide the membership of any joint committee established to respond to formal consultations by an NHS body on an issue which impacts the residents of more than one overview and scrutiny committee area~~
6. ~~To consider Councillor Calls for Action for health and social care matters.~~
7. ~~To respond to proposals and consultations from NHS bodies in respect of substantial variations in service provision and any other major health consultation exercises.~~
8. ~~Liaise with the Southampton LINK, and its successor body 'Healthwatch', and to respond to any matters brought to the attention of overview and scrutiny by the Southampton LINK and its' successor body 'Healthwatch'.~~
9. ~~Provide a vehicle for the City Council's Overview & Scrutiny Management Committee to refer recommendations arising from panel inquiries relating to the City's health, care and well-being to Southampton's LINK, and its' successor body 'Healthwatch', for further monitoring.~~
10. ~~Undertake inquiries relating to health and well-being issues in the city~~

**Scrutiny Panel A**

1. ~~Undertake Inquiries as directed by the Overview and Scrutiny Management Committee.~~

**Scrutiny Panel B**

1. ~~Undertake Inquiries as directed by the Overview and Scrutiny Management Committee.~~

**Deleted:** Each Scrutiny Panel to

**Deleted:** meet

**Deleted:** up to a maximum of 12 times

**Deleted:** 10

**Deleted:** scheduled at the start of the municipal year

**Deleted:** (no scheduled meetings anticipated in August and December).

**Deleted:** The two potential additional meetings to enable Panels to convene, if necessary, to consider issues which are not part of the work programme agreed at the beginning of the municipal year

**Deleted: Scrutiny Panel A**

¶

1. . Undertake such Inquiries relating to safer communities issues in the city as directed by Overview and Scrutiny Management Committee.¶

¶

2. . In accordance with th ... [1]

**Deleted:** ¶

**Deleted:** The Health Ov ... [2]

**Deleted:** ecurity

**Deleted:** consider and t ... [3]

**Deleted:**

**Deleted:** and respond to ... [4]

**Deleted:** ¶ ... [5]

**Deleted:** <#>. . Undert ... [6]

**Deleted:** <#> as direct ... [7]

**Deleted:** 2.

**Deleted:** .

**Deleted:** In accordance ... [8]

**Deleted:** NHS Trusts an ... [9]

**Deleted:** 3.

**Deleted:** .

**Deleted:** 4. .

**Deleted:** Scrutinise key ... [10]

**Deleted:** ¶

**Deleted:** 5.

**Deleted:** .

**Deleted:** To provide a ... [11]

**Deleted:** ¶ ... [12]

**Deleted:** 6.

**Deleted:** .

**Deleted:** <#>. . Respon ... [13]

**Deleted:** 8. . Consider ... [14]

**Deleted:** ¶ ... [15]

**Deleted:** ¶

**APPENDIX 4 - PROPOSED CHANGES TO RESPONSIBILITIES FOR FUNCTIONS**

<b>Page 2: [1] Deleted</b>	<b>A User</b>	<b>20/03/13 14:12:00</b>
----------------------------	---------------	--------------------------

### **Scrutiny Panel A**

1. Undertake such Inquiries relating to safer communities issues in the city as directed by Overview and Scrutiny Management Committee.
2. In accordance with the Police and Justice Act 2006 to engage as appropriate with the designated Responsible Authorities, including the Police Authority and the area police commander, in respect of crime and disorder matters.
3. Consider, at least twice a year, the following functions and make reports or recommendations to the local authority with regard to these functions:

Councillor Calls for Action for crime and disorder matters;  
Actions undertaken by the responsible authorities on the Safe City Partnership.

4. Undertake Inquiries and other scrutiny work as directed by Overview and Scrutiny Management Committee.

### **Scrutiny Panel B**

<b>Page 2: [2] Deleted</b>	<b>A User</b>	<b>18/04/13 15:27:00</b>
----------------------------	---------------	--------------------------

The Health Overview and Scrutiny Panel shall be responsible for all aspects of the scrutiny function insofar as it relates to health and social care including such scrutiny powers as the Council is statutorily empowered to exercise in relation to other public bodies.

<b>Page 2: [3] Deleted</b>	<b>A User</b>	<b>18/04/13 15:37:00</b>
----------------------------	---------------	--------------------------

consider and take account of the

<b>Page 2: [4] Deleted</b>	<b>A User</b>	<b>18/04/13 15:28:00</b>
----------------------------	---------------	--------------------------

and respond to petitions where they are in the remit of the Committee and Consider

<b>Page 2: [5] Deleted</b>	<b>A User</b>	<b>18/04/13 15:28:00</b>
----------------------------	---------------	--------------------------

To undertake the scrutiny of Social Care issues in the City unless they are forward plan items. In such circumstances members of the Health Overview and Scrutiny Panel will be invited to the relevant Overview and Scrutiny Management Committee meeting where they are discussed,

<b>Page 2: [6] Deleted</b>	<b>SCEOSCR1</b>	<b>18/04/13 15:12:00</b>
----------------------------	-----------------	--------------------------

1. Undertake such inquiries relating to any health and well-being issues in the city

<b>Page 2: [7] Deleted</b>	<b>A User</b>	<b>20/03/13 14:03:00</b>
----------------------------	---------------	--------------------------

as directed by Overview and Scrutiny Management Committee.

<b>Page 2: [8] Deleted</b>	<b>SCEOSCR1</b>	<b>18/04/13 15:10:00</b>
----------------------------	-----------------	--------------------------

In accordance with the Health and Social Care Act 2001 t

<b>Page 2: [9] Deleted</b>	<b>SCEOSCR1</b>	<b>18/04/13 15:14:00</b>
----------------------------	-----------------	--------------------------

NHS Trusts and other

<b>Page 2: [10] Deleted</b>	<b>SCEOSCR1</b>	<b>18/04/13 15:08:00</b>
-----------------------------	-----------------	--------------------------

Scrutinise key decisions of the health agencies in the city and the progress made in implementing the Health & Well-being Strategic Plan and Joint Plans for Strategic commissioning developed by the City Council and Southampton City PCT. Scrutiny of social care, unless it is on the forward plan.

<b>Page 2: [11] Deleted</b>	<b>SCEOSCR1</b>	<b>18/04/13 15:07:00</b>
-----------------------------	-----------------	--------------------------

To provide a forum for exchange of the work programmes and priorities of Southampton's LINK, and its' successor body 'Healthwatch' and the Healthy City Overview and Scrutiny Panel.

<b>Page 2: [12] Deleted</b>	<b>A User</b>	<b>18/04/13 15:28:00</b>
-----------------------------	---------------	--------------------------

<b>Page 2: [13] Deleted</b>	<b>A User</b>	<b>18/04/13 15:29:00</b>
-----------------------------	---------------	--------------------------

Respond to consultations from NHS organisations delivering services in the city if substantial variations in services are proposed.

Undertake such inquiries relating to any health and well-being issues in the city

<b>Page 2: [14] Deleted</b>	<b>SCEOSCR1</b>	<b>18/04/13 15:11:00</b>
-----------------------------	-----------------	--------------------------

8. Consider Councillor Calls for Action for health matters.

<b>Page 2: [15] Deleted</b>	<b>A User</b>	<b>18/04/13 15:33:00</b>
-----------------------------	---------------	--------------------------

9. Undertake Inquiries and other scrutiny work as directed by Overview and Scrutiny Management Committee.

This page is intentionally left blank

<b>DECISION-MAKER:</b>	COUNCIL		
<b>SUBJECT:</b>	EXECUTIVE BUSINESS		
<b>DATE OF DECISION:</b>	15 <sup>TH</sup> MAY 2013		
<b>REPORT OF:</b>	LEADER OF THE COUNCIL		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	Suki Sitaram	<b>Tel:</b> 023 8083 2060
	<b>E-mail:</b>	<a href="mailto:Suki.sitaram@southampton.gov.uk">Suki.sitaram@southampton.gov.uk</a>	
<b>STATEMENT OF CONFIDENTIALITY</b>			
None			

## BRIEF SUMMARY

This report outlines Executive Business conducted since the last Council meeting on 20<sup>th</sup> March 2013.

## RECOMMENDATIONS:

- (i) That the report be noted.

## REASONS FOR REPORT RECOMMENDATIONS

1. This report is presented in accordance with Part 4 of the Council's Constitution.

## ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2. Not applicable

## DETAIL (Including consultation carried out)

### INTRODUCTION

3. The last report outlined the Cabinet's commitment for the Council to work as ONE Council and indicated that future reports to Council on Executive Business will highlight the contribution of different Portfolios towards:
  - Promoting Southampton and attracting inward investment
  - Inspiring our citizens and bringing together all parts of our community
  - Tackling inequalities and protecting vulnerable people
  - Raising aspirations and outcomes for our young people
  - Encouraging new house building and improvements in existing housing stock
  - Ensuring effective and efficient management of the Council's resources.
4. The most significant milestone for the Council since the last report has been the assumption of public health responsibilities by the Council from 1<sup>st</sup> April 2013. One of the first decisions of the Cabinet was to approve the Southampton Joint Health and Well being Strategy 2013-16, detailed later in this report. This Strategy now provides the overarching framework for action and delivering change. Delivering the results needed to meet challenges identified in the strategy will require commitment not only from the Council and the CCG, but also from NHS provider trusts, social care providers, and the host of voluntary organisations who operate in the City.

## **PROMOTING SOUTHAMPTON AND ATTRACTING INWARD INVESTMENT**

5. Cabinet approval was given for the following which set out a vision for city centre development:
  - The City Centre Action Plan (Proposed Submission) and the City Centre Master Plan. The City Centre Action Plan sets out a strategy for how the city centre will evolve as a place. It will form part of the development plan and allocates a wide range of sites for development.
  - The City Centre Master Plan has a longer term horizon, setting out a visualisation of the approach and includes a more detailed design strategy.
  - The Core Strategy Partial Review which incorporates the “presumption in favour of sustainable development” set out in the National Planning Policy Framework and reducing the target for office development (2006 – 2026) from 322,000 sq m to 110,000 sq m and for retail development from 130,000 sq m to 100,000 sq m to reflect the effects of the recession, of changing office working practices, and internet retailing.
6. Progress continues to be made on city development and of particular note in this period are:
  - The planning application was received for Watermark West Quay on 28<sup>th</sup> February 2013 and is currently subject to public consultation
  - Contracts have been signed for
    - Centenary Quay – between Crest Nicholson with the HCA, Radian Housing and Spectrum Housing to enable Phase 3 of Centenary Quay to take place. This will include 329 residential units, a supermarket, cafes, restaurants and a public plaza creating an attractive leisure and amenity area and continuing to regenerate the area for all to enjoy.
    - Centenary Quay Marine Employment Quarter – between the developer and the HCA to facilitate this employment site. A revised planning application is expected to come forward shortly.
7. In support of the Council’s travel and transport ambitions, we are constantly exploring opportunities for external funding. Successes in securing external funding not only improve infrastructure through additional investment but also bring in opportunities for skills development and jobs for local people. I am pleased to report that we have been successful in securing the following:
  - Department for Transport Cycle Safety Grants funding to improve the roundabout at the Central Bridge/Itchen Bridge Roundabout.
  - £3.5m from the Regional Growth Fund for the Redbridge Roundabout for the creation of a priority access corridor for strategic traffic exiting the City on to the M271.
8. In addition we have submitted the following bids for external funding:
  - The Cycle City Ambition Bid – a joint bid is being developed with our City Deal Partners for just under to make improvement to deliver cycle infrastructure improvements in both cities.



- Pinch Point funding for North of Station improvement – a bid has been submitted for over £4m to implement improvements to the public realm and interchange to the area north of Central Station. This is one of the Council’s City Streets Improvements.
  - Pinch point funding for Bridges to Prosperity - Financial clearance to accept the £2.47m grant is planned at this Council. Meanwhile officers are preparing to commence the design and delivery dates are being arranged to carry out the works over the next two years.
9. Progress on road improvements included:
- Issuing of the annual instruction to Balfour Beatty to carry out the road surfacing programme for this financial year with £4.582m of planned expenditure on surfacing roads and footways in the City and other highways related works.
  - Continuing work on road surfacing on Redbridge Roundabout, which is due to be completed in early May. This £2m scheme will see all the circulatory carriageway and three slip roads on the busiest junction in the City resurfaced. The contractor has carried out most works at weekends and in the evenings to reduce congestion and delays as far as possible.
  - Starting on site of the £12,348,800m Platform to Prosperity Scheme with utility companies moving their services in readiness for the main contract to start in June 2013.

**INSPIRING OUR CITIZENS AND BRINGING TOGETHER ALL PARTS OF OUR COMMUNITY**

10. The Council’s Fostering Service has been working with the City’s faith groups on recruitment of new foster carers and has supported the faith groups’ campaign ‘Families for Forty’. This was launched on 14<sup>th</sup> March 2013 with the aim of recruiting 40 new foster carers. This provides an opportunity for the City Council’s Fostering Service to work closely with some of the City’s faith groups to raise the profile of fostering and awareness of the shortage of carers.
11. The refurbishment of Woolston Community Centre was completed during the last three months and the official opening of the building took place at the end of February. The building was considerably extended for use by people with learning disabilities who jointly manage the building with the Community Association. This joint approach to community provision, which will also offer a community café, replicates the approach taken in Freemantle and St. Denys. These centres have each been shown to bring very positive benefits by increasing understanding the needs of people with learning disabilities and supporting service users to contribute to their local communities.

**TACKLING INEQUALITIES AND PROTECTING VULNERABLE PEOPLE**

12. Southampton Joint Health & Wellbeing Strategy 2013-16 was approved by Cabinet following an extensive consultation exercise in the summer and autumn of 2012 to generate a city-wide discussion on what the most important issues were. The strategy is structured around three themes:
- Building resilience and prevention to achieve better health and wellbeing
  - Best start in life
  - Ageing and living well

Each theme has a number of actions identified to deliver improvements to health and wellbeing and reduce health inequalities. Measures have been identified, mainly from the national outcomes frameworks, against which progress will be tracked.

13. Cabinet approved changes to the Non Residential Care (NRC) contributions policy for adult social care following consideration of details of further consultation undertaken, the response to the consultation and the response to the recommendations made by Overview and Scrutiny Management Committee on 19 February 2013.
14. The Council has been actively engaged in responding to the impact of the Welfare Reforms and as part of this work, published a magazine for tenants, residents and front line services affected by the changes to benefits from April 2013. It provides useful information about the changes and advice on how to deal with the impacts and has received very positive feedback.
15. The new Families Matter project is now underway, in partnership with a number of services and organisations. This new and innovative delivery model seeks to provide intensive whole family support to help families to turn around their lives. It aims to help at least 685 families by April 2015. The focus is on reducing youth offending and anti-social behaviour, school absence and costs to the public purse. I am extremely pleased that we now have in place 33.5 family workers posts (full time equivalent) based in 11 services and 6 agencies in the City. Almost half of the families supported by the project are known to social care and 78% have poor school attendance.
16. The Council worked with Barnardos to submit an application for Fulfilling Lives: A Better Start and has been selected to go through to the second stage of the application process. This is a major programme and if successful, could bring inward investment in the region of £30m over ten years.

#### **RAISING ASPIRATIONS AND OUTCOMES FOR OUR YOUNG PEOPLE**

17. Since the last reports, we have approved the admission arrangements for Community and Voluntary Controlled schools for academic year 2014/15 and agreed the implementation of the proposed special schools, units and pupil referral unit funding formulas for 2013/14.
18. The annual Junior Warden and Junior Leader awards were held to recognise the outstanding contribution of young people in the City. This year represented the highest standard in the years since the awards started. The scheme continues to promote young people making a positive contribution to the City as well as setting them on a path to a positive future.
19. This year over 93% of parents applied for a school place online, the highest percentage to date. More parents got their first preference school as a direct result of the increase in school places put in place through the primary review:
  - 86.2% of children entering Reception (Year R) in September 2013 ( compared to 82.1% in September 2012)
  - 97.6% of children transferring from Infant to Junior school in September 2013 got their first preference (compared to 97.2% in 2012).

20. Cabinet approved statutory consultation on proposals to merge infant and junior schools, covering ten schools. This was to support the primary education sector and ensure all children have access to excellent education.
21. Performance of children's centres and schools continues to improve:
  - Now 75% of the schools in the city are good or outstanding. This is a record achievement.
  - Of the 24 schools inspected at the end of the spring term in March 2013:
    - 11 schools were graded better than in their previous inspection; 9 remained the same and in 4 schools, performance had regressed.
  - Swaythling Children's Centre's has been recognised by Ofsted as Outstanding.
  - Fewer young people aged 16-18 year olds in the City are unemployed, 6.1%, (386 young people) March 2013, making Southampton the third highest performing authorities in our group of statistical neighbours. This is due to the long term NEET strategy, developed three years ago which continues to yield results.

#### **ENCOURAGING NEW HOUSE BUILDING AND IMPROVEMENTS IN EXISTING HOUSING STOCK**

22. The Cabinet approved, subject to obtaining the HCA (Homes and Communities Agency) capital grant, to completely rebuild a supported housing scheme for people over the age of 55 at Erskine Court, Sutherland Road, Lordshill. The rebuild of this as an extra care housing scheme will contribute to the Council's strategic housing objectives by providing new affordable housing, including the Council's wider public health and adult social care priorities around the provision of housing and care for older people.
23. A stalled site at 165 St. Marys Street and Former Chantry Hall Site is being taken forward for development by Drew Smith. A planning application has been made for the redevelopment of site for 3-6 storey building with 59 flats and is expected to contribute to the continued regeneration of the area.
24. Work has been completed to significantly improve the energy performance of 4 of the 5 towers to International Way. This work has received significant funding through the Community Energy Savings Programme (CESP) and has resulted in a 10 fold increase in thermal efficiency of the buildings as well as new efficient heating systems for the residents. This work will make significant steps to alleviating fuel poverty for many of the City's residents. Work is well underway on the 5<sup>th</sup> Tower for completion in the summer.

#### **ENSURING EFFECTIVE AND EFFICIENT MANAGEMENT OF THE COUNCIL'S RESOURCES**

25. Cabinet agreed to initiate a procurement process to set up a Sustainable Distribution Centre (SDC) for the benefit of organisations in and around Southampton including the City Council. An SDC is the next generation of consolidation centre offering services to intercept HGVs servicing city centre locations and consolidate the loads which results in a reduce number of

HGVs entering the City's road network. In some cases this has resulted in 75% less HGV traffic entering the City. The SDC will also provide short term and long term storage warehousing to its customers. There are many efficiency and environmental benefits to the SDC but at present market forces mean that it may not run commercially until a critical mass of users is established. The Cabinet agreed to procure an SDC on behalf of the wider Southampton City Region and a mechanism to subsidise the first few years of operation, using funding already secured as part of the Local Sustainable Transport Fund (LSTF) bid in order to kick start the process and generate that critical mass.

26. The Council approved capital investment to increase the number of early years places available in the City for disadvantaged two year olds.
27. Cabinet approved proposals to provide much needed temporary accommodation for homeless people through conversion of the ground floor of Oatlands House in Shirley and the former Children's Referral Unit in Selborne Avenue, Harefield. This would provide temporary accommodation for short term lets in the east of the City as currently there are no such properties in the east of the City. Cabinet approved expenditure in financial year 2013/14 of £1,270,000 (including fees) on the Homeless Temporary Accommodation scheme.
28. Cabinet approved the next steps in the Accommodation Strategy for Civic Buildings – to implement measures necessary to vacate Marland House. These include the use of flexible and mobile working, the potential conversion into offices of some spaces in the Civic Centre and renewal of the lease of 45 Castle Way on a more flexible shorter term. Cabinet approval included the addition of up to £1.2M, if required, to the Resources Capital programm;, phased £1M in 2013/14 and £200k in 2014/15 to ensure that any capital conversion works can be completed as necessary.
29. Since the last report, the Council has secured £472,000 of additional funding under DEFRA's Flood Resilience Community Pathfinder programme for a flood risk management project in St. Denys to improve household and community flood resilience.

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

30. None

### **Property/Other**

31. None

## **LEGAL IMPLICATIONS**

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

32. None

### **Other Legal Implications:**

33. None

**POLICY FRAMEWORK IMPLICATIONS**

34. N/A

**KEY DECISION?** No

<b>WARDS/COMMUNITIES AFFECTED:</b>	N/A
------------------------------------	-----

**SUPPORTING DOCUMENTATION**

**Appendices**

	N/A
--	-----

**Documents In Members' Rooms**

	N/A
--	-----

**Equality Impact Assessment**

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out?	No
--	----

**Other Background Documents**

**Equality Impact Assessment and Other Background documents available for inspection at:**

Title of Background Paper(s)

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

1.	N/A	
----	-----	--

This page is intentionally left blank

# Agenda Item 14

<b>DECISION-MAKER:</b>	CABINET COUNCIL		
<b>SUBJECT:</b>	REBUILD OF ERSKINE COURT, SUTHERLAND RD, LORDSHILL		
<b>DATE OF DECISION:</b>	16APRIL 2013 (CABINET) 15 MAY 2013 (COUNCIL)		
<b>REPORT OF:</b>	COUNCILLOR WARWICK PAYNE - CABINET MEMBER FOR HOUSING AND LEISURE		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>Nick Cross</b>	<b>Tel:</b> 023 8083 2241
	<b>E-mail:</b>	nick.cross@southampton.gov.uk	
<b>Director</b>	<b>Name:</b>	<b>John Tunney</b>	<b>Tel:</b> 023 8091 7713
	<b>E-mail:</b>	john.tunney@southampton.gov.uk	
<b>STATEMENT OF CONFIDENTIALITY</b>			
Not Applicable			

## **BRIEF SUMMARY**

This report seeks formal approval in accordance with Financial Procedure Rules for expenditure on completely rebuilding a supported housing scheme for people over the age of 55 at Erskine Court, Sutherland Road, Lordshill.

The rebuild of this as an extra care housing scheme will contribute to the Council's strategic housing objectives by providing new affordable housing, including the Council's wider Public Health and adult social care priorities around the provision of housing and care for older people.

The proposals for the project at the funding levels described are subject to obtaining the HCA (Homes and Communities Agency) capital grant during May as described in the report. The proposals are consistent with the principles set out in the Housing Revenue Account (HRA) Business Plan approved by Council in July 2011 but would require an addition to the Capital Programme under the HRA self financing regime that was agreed at Council in February 2013.

Approval at this stage will enable the project to comply with HCA grant conditions regarding a start on site by 31<sup>st</sup> March 2014

## **RECOMMENDATIONS:**

### **Cabinet**

(1) To note that extensive prior consultation has taken place in relation to the rebuild proposals with residents however the proposed changes to previously discussed decant arrangements necessitates a further period of consultation under the Housing Act 1985. Therefore it is proposed to delegate authority to the Interim Director of Environment & Economy to:

- (i) Carry out all necessary consultation on the revised decant arrangements under the Housing Act 1985, section 105.

- (ii) Determine the final decant arrangements following consideration of any representations received pursuant to 1(i) above taking into account the need to sensitively decant the remaining residents having regard to their individual circumstances and housing needs.

(2) Subject to the satisfactory completion of the Housing Act 1985 consultation referred to in 91) above and subject to obtaining Care and Specialist Supported Housing (CASSH) Grant of £2,7000,000 from the Homes and Communities Agency,

- i) To recommend that Council approve acceptance of the CASSH grant to part fund the rebuild of Erskine Court.
- ii) To recommend that Council approve, in accordance with Financial Procedure Rules, the addition of £9,800,000 to the HRA Capital Programme for the rebuild of Erskine Court funded by the CASSH grant, any available capital receipts and the balance from additional borrowing within the HRA Business Plan.
- iii) To recommend that Council approve, in accordance with Financial Procedure Rules, expenditure of £1,000,000 in 2013/14, £5,200,000 in 2014/15, and £3,600,000 in 2015/16 on the rebuild of Erskine Court.
- iv) To delegate authority to serve Initial Demolition Notices on secure tenants under the provisions of the Housing Act 1985, to the Director of Environment and Economy following consultation with the Cabinet Member for Housing and Leisure, the Head of Legal, HR and Democratic Services and the Head of Finance and IT (CFO).
- v) To implement the Council's adopted Decant Policy, including the award of additional Housing register points, for the remaining residents who are required to move as a result of the rebuild.
- vi) To delegate authority to enter into a Development Agent agreement with First Wessex Housing Group, part of the Wayfarer Consortium, to the Director of Environment and Economy, following consultation with the Head of Legal, HR and Democratic Services, Head of Property and Procurement and the Head of Finance and IT (CFO).
- vii) To delegate authority to enter into a build contract with a contractor engaged via First Wessex using their OJEU compliant framework to the Director of Environment and Economy following consultation with the Head of Legal, HR and Democratic Services, Head of Property and Procurement and the Head of Finance and IT (CFO).

## **Council**

Subject to obtaining Care and Specialist Supported Housing (CASSH) Grant of £2,7000,000 from the Homes and Communities Agency,

- i) To approve acceptance of the CASSH grant to part fund the rebuild of Erskine Court.
- ii) To approve, in accordance with Financial Procedure Rules, the addition of £9,800,000 to the HRA Capital Programme for the rebuild of Erskine Court funded by the CASSH grant, any available



capital receipts and the balance from additional borrowing within the HRA Business Plan.

- iii) To approve, in accordance with Financial Procedure Rules, expenditure of £1,000,000 in 2013/14, £5,200,000 in 2014/15, and £3,600,000 in 2015/16 on the rebuild of Erskine Court.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. Erskine Court is no longer 'fit for purpose' and the existing building can not readily be brought up to 21<sup>st</sup> century supported housing standards. Some 16 of the 32 properties at Erskine Court do not have their own bathrooms and therefore any residents are required to use shared bathing facilities which are not an acceptable housing standard and result in flats being unpopular and empty for long periods of time with consequent loss of rent income.
2. Rebuilding provides a unique opportunity for the Council to deliver its new Public Health partnership agenda to improve health outcomes for older people. The proposal also resonates fully with the National Institute for Health and Care Excellence's new quality standards for supporting people to live well with dementia; these call for people with dementia to live in housing designed to meet their needs and also enables them to maintain their involvement in community life and activities.  

The new Erskine Court will create improved modern local facilities to meet the increasing needs of the elderly and is a partnership initiative that will bring added health and well being benefits to local communities serving as a hub for health and social care providers and a demonstrator site for telecare and other solutions. Flexible use of space will enable community access to services designed not just for extra care residents but for other elderly local residents in need..
3. The demand for older persons housing will continue to grow due to demographic factors and a modern scheme where care and support can be efficiently provided to a larger number of residents will help provide a cost effect alternative to residential care provision. Very few opportunities exist for building new supported housing and Erskine Court provides the Council with the opportunity to deliver a modern and vibrant scheme fit for the 21<sup>st</sup> century whilst meeting our longer term strategic approach to providing improved 'extra-care' style accommodation. Health and Adult Social care's joint strategic commissioning approach is explicit that the use of residential care is expected to reduce in favour of greater use of extra care accommodation.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

4. In 2009 the City Council developed a Supported Housing Asset Plan which reviewed all of its 24 Supported Housing schemes designated for older people. The purpose of this plan was to set out the strategic decisions within a plan for the investment and use of the Supported Housing schemes to help meet the future needs of the City. This plan identified those schemes where there was the need to invest, review or consider alternative options based on the demand, facilities and location of each of the individual schemes.

5. This plan was developed in coordination with Health and Adult Social Care in order to best reflect the changing needs of the city's older population. Since 2009 this plan has shaped decisions to:
- Invest £1m in the refurbishment of the Manston Court extra care scheme to bring it up to modern standards for extra-care in the City;
  - Extend the number of units of extra-care at Rozel Court to meet increasing need; (SaxonWeald Housing Association have provided new extra care housing in the East of the City at 'Rosebrook Court'.)
  - Invest £1.5m in partnership with Health & Adult Social care in the refurbishment of Graylings in Shirley to provide the first specific dementia flats within the city; and
  - Invest over £2m in improvements to the communal areas at a number of other schemes to improve the property condition, lettable and therefore viability.

This plan was refreshed in 2012 and further investment is now being planned in schemes as part of the current Capital programme. The refreshed plan incorporated the capacity planning for future accommodation options for people with social care needs and identified extra care accommodation as a growing need both to meet demographic changes and to actively reduce the use of residential care.

6. As part of this plan a number of schemes went through a review as to their future demand and viability and this included the three remaining schemes in the City that contained bedsits, including Erskine Court). This was undertaken in 2010 and as a result of the review the two other schemes were able to have the shared bathrooms designed out due to the very small numbers of bedsits in each scheme. However, the large number of bedsits left at Erskine Court plus the site and location of the scheme led the Council to undertake a further review as to the wider options. This review looked at the following options:
- Refurbish and remodel the scheme to remove the shared bathing facilities (as had previously been undertaken at Kinloss Court);
  - Let the scheme for alternative age group or housing needs;
  - Dispose of the scheme for a capital receipt; or
  - Redevelop the scheme for new housing.

As a result of the review it was proposed to redevelop the scheme for new housing due to the potential to increase the number of properties on the site to help meet the wider demand for housing and 'extra-care' style housing in the City.

7. The Housing Strategy 2011-2015, has as one of its priorities, to provide extra support for those who need it, to enable vulnerable people (particularly older people) to maintain independence in their own home within the community that they live
8. The proposal, following this review, is to develop a new purpose built scheme is based on local need, as identified in the city's Housing Strategy and the city's Joint Strategic Needs Assessment (2011-14) which highlights the growing older population within the city in future. The decision also fits with the

Council's wider priorities around the provision of housing and care for older people. The Council has undertaken significant work around looking at the future of its entire existing older people's accommodation to maximise opportunities for current housing to meet the future demands of the city and Erskine Court provides the best opportunity for the development of a new purpose built scheme.

9. Adult Social Care has identified a growing need for extra care housing as a more flexible and lower cost alternative to residential care. Extra care housing provides independence but with variable levels of planned and reactive care to support people with a number of disabilities. Southampton has a significantly lower proportion of extra care provision relative to other similar authorities. It is a clear priority for Adult Social Care to bring forward new models and locations for extra care across the city and the proposal for Erskine Court complements this.
10. The review discounted the option of undertaking a refurbishment of Erskine Court for the following reasons:
  - The cost of the work was in the region of £1.5m with the net result of reducing the number of units from 32 to 24;
  - There would be significant disturbance and distress caused to the residents during the course of the works.; and
  - The net loss of 8 units would not help meet the growing needs for extra care within the city and would not make best use of the land available at Erskine Court.
11. The option of doing nothing would not achieve the Council's objectives of creating sustainable communities on our estates and would not address the current serious issues with the accommodation. The Council is unable to let the existing void properties due to the shared bathing facilities and has made a previous commitment to ensure that all Council housing designated for older people should have their own shower or bathing facilities.
12. The Council could decant remaining residents and attempt to relet the scheme as general needs housing. However this would not provide new care and support housing for older people and would still require major investment to remove the shared facilities.
13. The Council could decant remaining residents elsewhere and then dispose of the site on the open market. This would potentially bring in a small capital receipt but would not provide new supported housing for older people.
14. The existing residents have an expectation from the consultation process that the scheme will be rebuilt and the majority support the proposals.

15. In summary the following is a comparison of the three potential options:

Option	Number of units	Cost	Outcomes in 10 years time
Do nothing	16 shared facilities flats 'mothballed', 16 self contained flats let	£250 k	Some investment needed to secure properties not let and bring others up to lettable standard Scheme is unviable and will require further review Total rental income(16 flats) = £540k Social Care saving = £0
'Kinloss style' remodel	24	£1.5 m	Reduced number of units for traditional 'sheltered' accommodation with limited impact on meeting increasing need. No extra-care units. Total rental income = £936k Social Care saving = £0
Redevelop	54	£9.8 m	Increased number of units (+22) Increase in extra-care in the city supporting revenue savings in Social Care and Health More family homes available for relet due to downsizers moving in Vibrant community supporting an active older age and reducing hospital admissions and need for residential care Total rental income = £2.8m Social Care saving = £estimated at £198,000 p.a. –detail in paragraphs 54 and 55.

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

16. Erskine Court, Lordshill is an existing supported housing scheme that has been identified as being suitable for rebuilding as the current scheme is no longer fit for purpose and has become hard to let. Over recent years considerable consultation work has been undertaken with residents to discuss the future of the scheme. They are in agreement that the scheme has come to the end of its life. An options appraisal has been carried out to look at the cost benefits of refurbishment versus renewal and it is clear that re-provision is the best option (see para 16 above). Health & Adult Social Care have also been involved in this work and are supportive of the concept. Working together in this way supports the shared aims of the future People Directorate to achieve the objectives of different portfolios in joint projects.
17. There are currently 7 tenanted flats at Erskine Court ( but there are 8 residents as one flat is occupied by a couple). There are 25 void properties

at this time plus one former warden's flat.

18. Initial plans for a scheme have been developed using First Wessex Housing Group as a Development Agent. First Wessex are a member of the Southampton Affordable Housing Partnership and are redeveloping their own supported housing scheme elsewhere in Hampshire. The intention is for the new Erskine Court to be owned and managed by the Council as the best way of supporting the wider strategic priorities of the Council and our Health partners and to meet aspirations to provide new Council homes in the city. Homes will be let on the basis of Housing Need and an assessment of care and support requirements with the aim to generate a mixed and vibrant community with varying degrees of support and care needs. The assessment of needs for extra care support at Erskine Court will therefore be managed by housing, health and social care disciplines to maximise the opportunities offered by this proposed accommodation whilst keeping a balance of resident needs to maintain the vibrancy of the environment. The homes are also designed to be attractive to existing Council tenants looking to downsize to smaller homes, in turn releasing much needed family homes for relet.

### **The Proposed Scheme**

19. The current proposed scheme is for 54 new homes, of which 17 are 1 bedroom apartments and 37 are 2 bedroom apartments. 18 of the two bed flats are planned to 'care ready' standards (see below) The scheme would be 3 storeys at its highest point.
20. The proposed plans are contained in Appendices 1 and 2, along with indicative ground floor room layout and indicative elevational drawing and have been designed along [Housing Our Ageing Population: Panel for Innovation \(HAPPI\)](#) principles i.e. housing that meets the needs and aspirations of the older people of the future. Achieving this standard of design is a requirement of HCA grant funding.
21. All of the units within the proposed scheme are designed to generous space standards. Given the requirements of future residents, the scheme has been designed with 3 unit types:
  - The 1 bed units meet the needs and aspirations of single residents or those who wish to live in "smaller" units of a traditional layout.
  - The 2 bed units include a smaller second bedroom for those that need to have additional accommodation as a separate partner's bedroom, care room, hobby room or dining room and is again based on a more traditional layout.

In addition this scheme is also looking to promote the new, more open, 2 bed model, which has been championed by the HCA (referred to as 'care ready') and offer it to residents that are looking to have greater flexibility in their living arrangements as their needs change over time. This model is particularly important for older couples where one may have a care need or dementia but there is a desire for the couple to remain together needing only informal support and care. The 'care ready' flats will accommodate those who need special equipment and extra space but the extra care residents would not be limited only to the care ready flats as people with dementia are often physically quite able. All homes in the proposed scheme are spacious, well

designed and comply with all current criteria. In addition all properties have the ability to provide space for the storing and charging of suitable mobility scooters further enhancing the independence and safety of residents.

22. The building has been designed to utilise the modest and complicated site on which it sits. All residents would have access to good sized patio or balcony spaces, offering an area for sitting, dining and display of plants if desired. A number of the ground floor units will have small private garden spaces, allowing for suitable pets to be kept in these homes rather than potential residents having to make a decision to rehome their pet on moving in.
23. 18 of the proposed flats are designed to full “care ready” space standards, but all of them will have the infrastructure in place to utilise current and future technologies that will aid residents. The building will be fully Telehealthcare enabled, allowing smart technology / peripherals to aid the personal tailoring of care and support to residents as their needs change.
24. This building is seen very much as offering new healthy living services, not only to residents but also the wider population, as a care and support ‘hub’. Multi use rooms and facilities have been included, providing lounges, coffee facilities and a catering kitchen to provide services to not only residents, but also those needing support from further afield. The building will serve as a base for carers working within the community and also provide space for external bodies to visit and offer other services such as chiropody, hair dressing and minor clinical work in a multi-use “health and wellbeing suite” on the ground floor, close to the entrance. These services and other facilities will be developed in partnership with Health and Social Care as a way of providing outreach to older people in the wider community.
25. The learning from current extra care schemes and also from the Graylings development will be used to inform the final service options for the new Erskine Court . In planning with colleagues in Health and Social Care the initial ideas are for a mix of resident needs, but with a focus on a number of quite dependent residents with both physical and dementia care needs. The scheme design will enable specific areas to be used for particular need groups, while still enabling positive social spaces and more public areas to support local communities. This lends itself to a safe environment for some people with dementia (the enclosed nature of the site will help keep people safe). The design of rooms will also help with moving about and with handling equipment for people with physical frailties. Adaptations will be easier to install and manage, due to the baseline 3G system that will be in place (similar to Graylings). This will help with the monitoring of telecare and telehealth.
26. The position of the building – close to Manston Court, means that the Council could undertake a single tender for the extra care service, and build in flexibility – with potential for one staff team working across both settings or an arrangement whereby, if needs increase in Erskine ,a specific 24-hour on-site response could be built in to the contract. Either way, there are economies of scale in this. This gives the Council the opportunity to develop the extra care model of providing care within the surrounding area of each Court, again enabling more individuals to be supported to live at home, where possible and increasing choice.

27. Specifically in relation to social care there are a number of benefits to residents and the community
- Greater independence and control over their own life and ‘front door’ for potential residents using this environment as an alternative to a residential care setting;
  - Supports the Council’s role in social care market management and quality;
  - Enables community involvement and activity;
  - Releases family homes; and
  - The ability to provide a hub/centre for healthy living; advice, social support, as well as reactive care to nearby local residents.

### **Decanting**

28. Until recently, discussions with residents had envisaged that the new scheme would be built in two phases to allow all residents to remain on site throughout the construction as this had been a wish expressed by several of the remaining residents.. This would have involved some residents having to do up to 3 moves over three years within the scheme.

Officers have further considered this request and regretfully it has become evident that proceeding with such an arrangement would put this small group of vulnerable older residents at unnecessary risk to their health and wellbeing and would jeopardise the Council’s duty of care to these residents.

The factors leading to such a conclusion are:

- Multiple home moves with associated stress to residents and families over a prolonged 3 year phased build period
  - Residents would be living virtually inside a building site with constant noise, vibration and dust from demolition, continuous building works and site deliveries.
  - Safe access to and from residents’ flats could be compromised by the surrounding site conditions, construction traffic and a crane.
  - The recent experience of refurbishment work to Council sheltered housing schemes has been problematic for many tenants and an in situ phased rebuild would be even more disruptive, especially as this project involves demolishing entire sections of the complex, which was not applicable to other schemes such as Kinloss Court.
29. Officers are currently informing residents and ward councillors of this position and will work sensitively with all existing residents to ensure that their individual rehousing, support and care needs are met and that they have a guaranteed choice to return to the new Erskine Court if they so wish .For those residents that choose to return after the two year build period 1 bedroom apartments will be charged at a Social Rent in view of the exceptional circumstances of the project. All other new tenants of the new 1 bedroom and all 2 bedroom properties will be charged a new Affordable Rent (80% of the market rent.)
30. All the remaining residents of the 7 flats will be offered personal assistance to find a similar decant sheltered housing property and they will receive a high priority decant points status for choosing their transfer flat. It is also

noteworthy that 3 tenants of the remaining 7 occupied flats have recently applied to move out of Erskine Court.

All aspects of the home move process will be fully supported by experienced in house staff, including the supervision of packing up belongings and rehanging curtains etc. Any personal aids or property adaptations required will also be arranged with the input of an Occupational Therapist.

31. All current tenants living in the existing scheme will be entitled to Home Loss payments of £4,700. Tenants will usually receive the services of the Tenant Liaison Officers as described above to assist them to move in lieu of a Disturbance Payment of £1,200 but they can opt for the payment instead if they prefer.
32. The decant proposals set out above are subject to a period of further statutory consultation under the Housing Act 1985. It is proposed that authority to carry out and determine that consultation and final decant arrangements be delegated to the Interim Director of Environment & Economy and that, once decant arrangements have been finally determined, that officers work closely with the remaining residents to identify and meet their individual housing needs in a sensitive and collaborative manner.

### **Planning**

33. This is Council owned land. Pre application meetings with the Planning department have led to confirmation in writing from the Senior Planner that 'the principle of development meets local and national planning policy'
34. Subject to Council approval for the scheme on 15 May 2013, a Planning Application will then be submitted seeking permission to build out the new scheme.

### **Care and Specialist Supported Housing (CASSH) Grant**

35. The Homes and Communities Agency (HCA) is acting on behalf of the Department of Health (DoH) in the release of specific grant funding for new and innovative supported housing schemes, including those for older people. Bidding closed on 18 January 2013. The funding is specifically targeted at schemes that could improve the quality of accommodation and would incorporate many new options for providing care and support Housing as proposed within the HAPPI report that were otherwise not being delivered by traditional grant funding. The focus in the prospectus for bids was on quality and innovation.
36. The Council has submitted a bid for Erskine Court for £2.7m. The outcome of the bidding round is expected in late May 2013. In order to be considered for funding, schemes had to meet a high standard of design based on the 'HAPPI' principles (Housing our Ageing Population: Panel for Innovation) Although these principles do increase the overall cost of a scheme over more traditional extra care, they also significantly increase the quality, livability and sustainability of housing for older people- genuinely providing a home fit for the 21<sup>st</sup> Century.
37. In order to qualify for grant funding, the HCA expects landlords to charge an Affordable Rent.



38. The HCA have also indicated that they will favour schemes that can start by 31 March 2014 , and the proposal for Erskine Court meets this timeframe. It is understood that the level of bids significantly exceeds the available grant, however, the Council is in a good position to be able to meet the requirements of the funding and officers are therefore optimistic in receiving grant funding.
39. Due to the specific timeframe for start on site within the grant conditions it is necessary to seek approval before a formal grant award decision is known. If the Council does not receive any grant towards the cost of the scheme it would be necessary to re-appraise the scheme design and total costs before deciding on the exact rebuild design for Erskine Court.

#### **Indicative Timetable**

40.

Development Agent Agreement signed	June 13
Planning application submitted	June 13
Planning Panel	Aug-13
Constructor procured	Nov-13
Tenant decant completed	Nov-13
Site work commences	Jan-14
Demolition complete	March-14
Formal Start on Site- foundations	Mar-14
New building complete	Spring 16

#### **Results of Resident Consultation**

41. Consultation commenced with residents of Erskine Court in late 2010 about the potential to provide a new Erskine Court. Initial reaction from residents was not supportive and therefore the proposals were put on hold for a year whilst the Council undertook a further review of the options for Erskine Court. Consultation then commenced with residents again in late 2011 and First Wessex housing group were asked to carry out an independent review of the options for Erskine Court.
42. The independent review highlighted the potential rebuilding of Erskine Court as the most viable option for the Council and residents to provide the new quality homes that are needed. In Spring 2012 the result of the review was discussed with residents. Residents supported the Council moving into more detailed work on designing a potential scheme and the design was shared with residents in October 2012 and was very positively received.
43. Over the last few months more detailed design work has been undertaken and discussions have been held with Planning colleagues to bring forward a new design..
44. On 7 February 2013 a meeting was held with residents of the existing scheme and Ward Councillors to show them the latest design proposals and to talk about the development being built in two phases -with the remaining residents in situ and moved around. Subsequently, and for the reasons

described in paragraph 29 - 33 above, it has been considered wholly inadvisable for residents to remain in situ during the rebuild process and this is being actively explained and discussed with them at the time of writing this report.

At the meeting residents also made it clear they wanted to see the name 'Erskine Court' remain and in light of this feedback the proposed scheme will retain the name.

45. Residents also made it clear how important the garden is to them. This has been fed back to the architects who will work with a dedicated landscape architect to ensure the new garden meets the needs of future older people including those with early dementia.
46. Ward Councillors have been involved in all consultation meetings with the residents and officer briefings on the decant position were being arranged for them at the time of writing this report..

### **Procurement**

47. The Council is part of the Wayfarer consortium. This is a consortium of Registered Providers of Housing who have a range of expertise and experience regarding the bidding and management of Housing Association Grant and provide access to certain works and services from a number of OJEU-procured contract frameworks.
48. It is proposed that subject to approval, the Council will engage a Wayfarer consortium member, First Wessex, as its Development Agent to take forward the Erskine Court scheme. In turn First Wessex will procure architects, contractor and other consultants through their own OJEU (European Journal) compliant contracting framework. The Council would enter into a Development Agent agreement with First Wessex and a Works Contract with the contractor who will build the scheme.

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

#### **49 Capital**

The total rebuild costs estimated at £9.8M will be met from a variety of funding streams.

- Funding of £2.7M has been sought from the Homes and Communities Agency Care and Specialist Supported Housing (CASSH) grant as already detailed in the report;
- The Council is accumulating receipts from the revised right to buy (RTB) which are available to spend in Southampton for new build properties;
- The balance required will be made up from additional borrowing within the HRA Business Plan.

#### **50. Impact on HRA 30 Year Business Plan**

There is an impact on the HRA 30 year business plan of adding the redevelopment of Erskine Court to the Capital Programme. The surplus on the HRA Business Plan Operating Statement at the end of the 30 year business planning period (including the revenue impact of additional repair,

maintenance and management costs resulting from the additional units provided) will be reduced by £3.8M, if the bid for grant funding is successful. If the bid is unsuccessful, the scheme will need to be redesigned and delivered for the residual £7.1M, in order that this surplus is not reduced further.

51. Additional borrowing will be required from the HRA Business Plan, if the bid for grant funding is successful and the Erskine Court development proceeds as planned. This investment can be achieved within the Government's borrowing restrictions, as the level of borrowing remains within the 'debt cap' of £199.6M. If the bid is unsuccessful, then the amount of borrowing will depend on the estimated cost of the revised building design. A further report will be presented for a revised scheme at that stage.
52. **Revenue**  
Revenue funding is available within the HRA to provide the management and support to the new properties. Health and Social Care have committed to support the care provision within Erskine Court as a more cost effective model of providing care to older residents than existing residential care provision.
53. The rate that the Council would usually expect to pay for a residential placement net of individual contributions is £15,000. Care costs in the Erskine Court setting could be reduced to an annual cost of around £11,000. This would purchase domiciliary care to a level that would be expected to support someone who would otherwise have residential care level of need, again net of individual contributions. Therefore an annual saving could be made to the Health and Social Care portfolio revenue budget of at least £120,000 if 30 units are utilised as extra care provision in place of 30 residential placements made at the Council's usual rate.
54. However, the local supply of residential care is at a premium resulting in Health and Adult Social care having to make a number of placements at a rate averaging at £150 per week above the amount it would usually expect to pay. It is therefore the case that, in addition to the saving made purely because the cost of care in a domiciliary setting could be lower as described above, a further saving of £78,000 could be made if, say, 10 of the 30 extra care residents above would otherwise go to more expensive care settings. . It must be emphasised that these calculations are based on current domiciliary care costs and service patterns.
55. There is likely to be a further financial benefit to the Health and Social care economy due to the reduced risk of hospital admissions from Erskine Court that will be achieved because of the safe environment and the on site care reducing risk averse admissions due to family concern .  
By increasing the number of flats on the site, the rental return for the Council will also increase significantly (see table at paragraph 15) beyond that currently achieved from the current hard to let smaller properties.

### **Property/Other**

56. The new Erskine Court will include 37 high quality two bedroom apartments and a number will be specifically marketed to older residents currently under-occupying 3 bedroom Council homes. It is hoped that in this way we can help release much needed family housing within the city which supports our ability

to meet housing needs and reduces the need for extra resources to support the building of new family homes.

## **LEGAL IMPLICATIONS**

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

57. All necessary powers for the decanting, demolition and rebuilding are contained in Housing Act 1985.
58. Section 105 of the Housing Act 1985 specifically requires the Council to fully consult with residents where there is likely to be a change in management arrangements for their homes which includes demolition. Paragraphs 42 to 47 above detail the lengthy period of consultation with residents that the Council has undertaken. The Council has consulted with residents on the options for Erskine Court including the demolition and rebuild of the Court. Residents have also now been advised of the need to move out of their homes during construction for the reasons explained in the report and a further period of statutory consultation on the proposed changes to decant arrangements is being undertaken accordingly. In accordance with Council decanting policy, existing residents will also be able to return to flats in the new scheme if they so wish.

### **Other Legal Implications:**

59. none

## **POLICY FRAMEWORK IMPLICATIONS**

60. The updated Housing Strategy 2011-15 and Housing Revenue Account Business Plan 2011-2041 approved by Cabinet on 4<sup>th</sup> July 2011 (and Council on 13<sup>th</sup> July 2011) confirm estate regeneration as a key priority for the Council. The proposals in this report will contribute towards the achievement of these objectives.

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	Coxford
------------------------------------	---------

## SUPPORTING DOCUMENTATION

### Appendices

1.	Appendix 1- Indicative plans/ drawings- Erskine Court
----	---

### Documents In Members' Rooms

1.	None
----	------

### Equality Impact Assessment

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

### Other Background Documents

#### Equality Impact Assessment and Other Background documents available for inspection at:

Title of Background Paper(s)

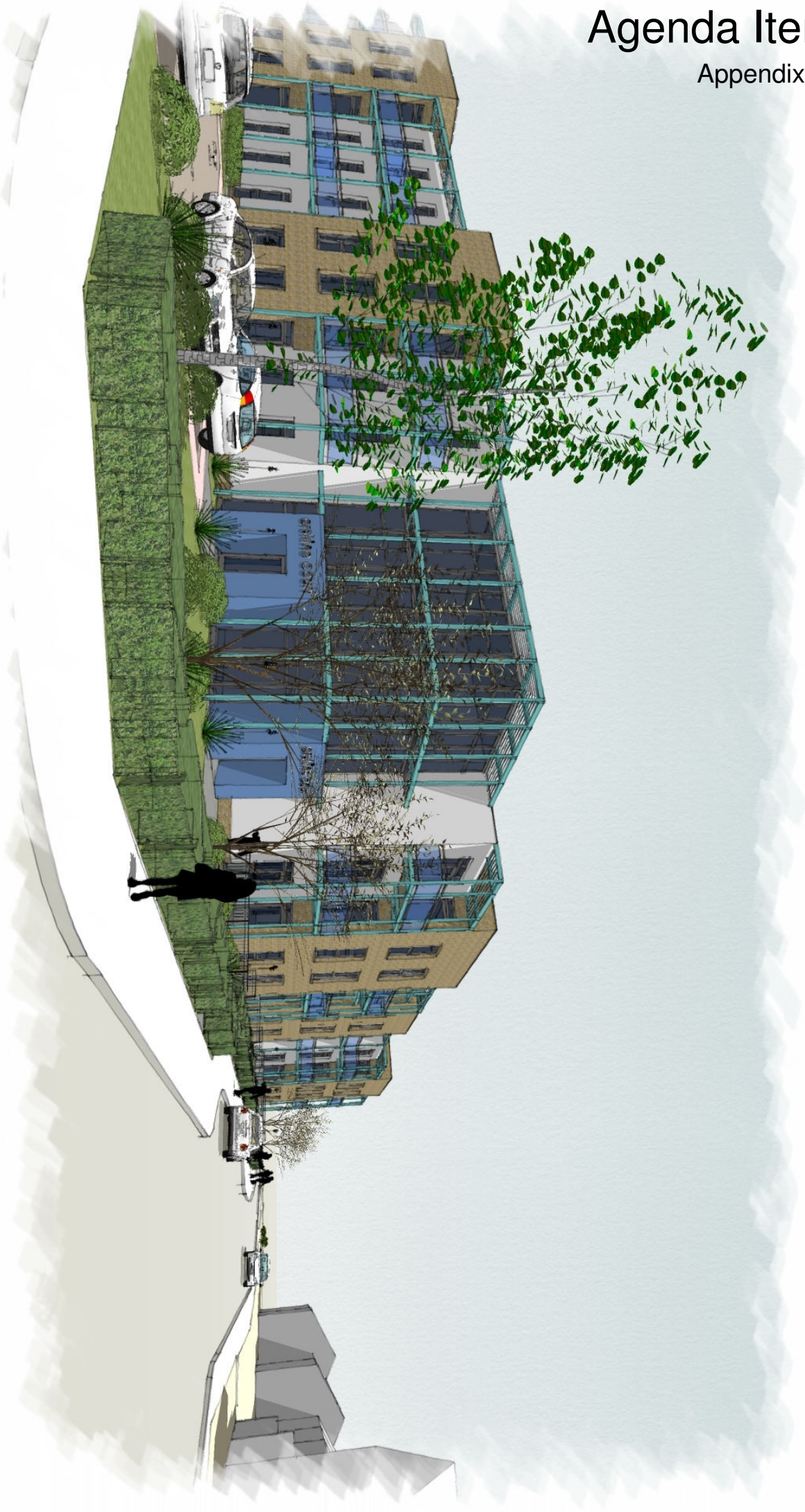
Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

1.	None	
----	------	--

This page is intentionally left blank

# Agenda Item 14

Appendix 1

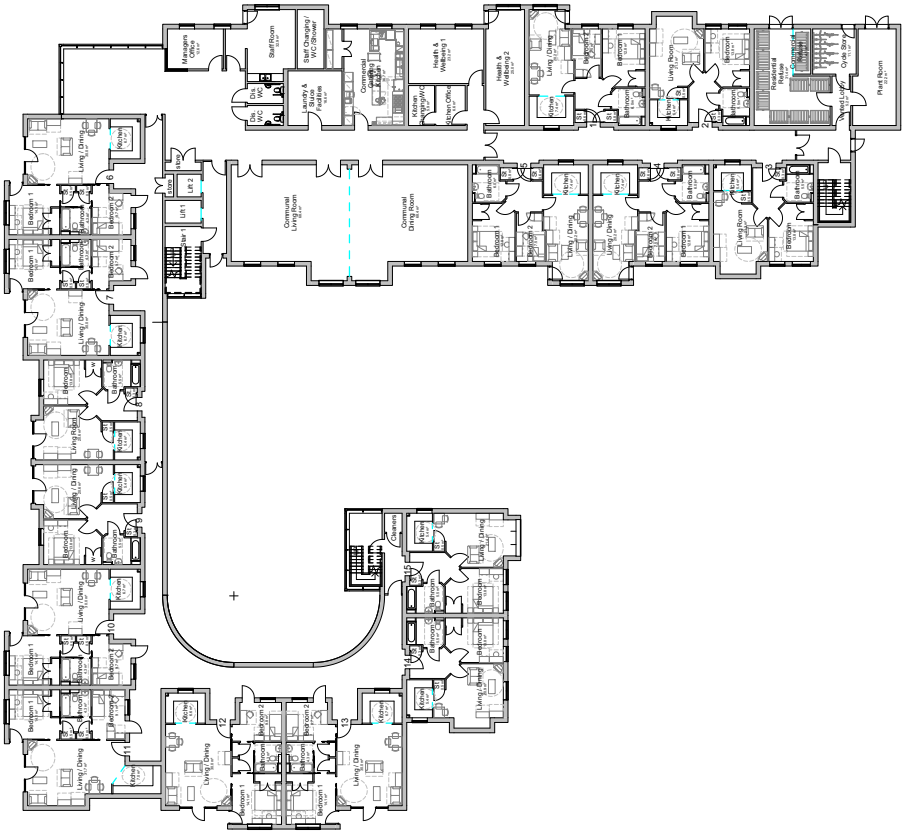


This page is intentionally left blank



# Agenda Item 14

## Appendix 2



This page is intentionally left blank

<b>DECISION-MAKER:</b>	CABINET COUNCIL
<b>SUBJECT:</b>	ACCOMMODATION STRATEGY UPDATE 2013
<b>DATE OF DECISION:</b>	16 APRIL 2013 15 MAY 2013
<b>REPORT OF:</b>	CABINET MEMBER FOR RESOURCES

<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>Annabel Fox</b>	<b>Tel:</b> 077 8830 4557
	<b>E-mail:</b>	Annabel.fox@southampton.gov.uk	
<b>Director</b>	<b>Name:</b>	<b>Mark Heath</b>	<b>Tel:</b> 023 80 832371
	<b>E-mail:</b>	Mark.heath@southampton.gov.uk	

<b>STATEMENT OF CONFIDENTIALITY</b>
Not applicable.

## **BRIEF SUMMARY**

This report recommends the next steps in the Accommodation Strategy for Civic Buildings as the current programme of works and moves is due to end in January 2014. Cabinet has already approved the disposal of Marland House in order to save costs, both actual and potential, and assist with regeneration of this area of the city.

The report seeks authority to implement measures necessary to vacate Marland House. These include the use of flexible and mobile working, the potential conversion into offices of some spaces in the Civic Centre and renewal of the lease of 45 Castle Way on a more flexible shorter term. Approval is being sought to add up to £1.2m, if required to the Resources Capital programme, phased £1M in 2013/14 and £200k in 2014/15 and to give approval to spend to ensure that any capital conversion works can be completed as necessary.

## **RECOMMENDATIONS:**

### **CABINET:**

- (i) To approve the next phase of the Accommodation Strategy to implement measures necessary to vacate Marland House within the timescales identified.
- (ii) To approve, if required, a renewal of the lease of 45 Castle Way to the Council and delegate authority to the Head of Property, Procurement and Contract Management and the Head of HR, Legal and Democratic Services to finalise the detailed terms and complete the lease.
- (iii) To note that the revenue funding to enable the vacation of Marland House has already been approved by Full Council in July 2012 to ensure that this can be achieved.

- (iv) To note that the existing authority delegated to the Executive Director of Corporate Services will continue to be applied, to allocate premises related resources (revenue and capital) to enable any works necessary to be delivered within the timescales identified to ensure the implementation of this next phase of the Accommodation Strategy.
- (v) Subject to Council approval on 15<sup>th</sup> May 2013, approve in accordance with Financial Procedure rules capital expenditure of up to £1.2m, if required. Phased £1M in 2013/14 and £200k in 2014/15, to be funded by Council Resources.

**COUNCIL:**

- (i) To approve the addition of up to £1.2m, if required, to the Resources Capital Programme, phased £1M in 2013/14 and £200k in 2014/15, to complete work necessary to enable vacation of Marland House, to be funded by Council Resources.

**REASONS FOR REPORT RECOMMENDATIONS**

1. To enable the disposal of Marland House, as already approved by Cabinet, to support regeneration of this part of the city, to save running costs of the building and avoid significant costs in the future.
2. To approve the changes to the Accommodation Strategy and put in place appropriate funding and approvals for its implementation.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. Leasing in new office premises – this is more expensive than the proposals set out in this report, requiring capital and revenue set up and move costs, ongoing revenue and dilapidations costs.

**DETAIL (Including consultation carried out)**

**Introduction**

4. The Council approved the latest update of the Accommodation Strategy (for its Civic Buildings) in February 2009. The implementation programme (The Accommodation Strategy Action Programme or “ASAP”) is due to finish in January 2014 following vacation and lease expiry of 45 Castle Way.

5. The strategy stated:

*“The need for office space will alter significantly in 2013 and a further review of accommodation needs to take place at this time. These reviews are built into the Strategy to cover substantial changes that may take place and to provide Risk Management for the Strategy to ensure that it continues to meet the needs of SCC.”*

This report considers how this strategy should evolve and be factored in to the current programme.

## **Strategy for the future**

6. There is a programme established to look at the overall way in which the council uses office accommodation, including the following examples:
  - (a) Reviewing how service areas/staff should work with an eye to future use of IT, flexible and mobile working and using this to define accommodation requirements.
  - (b) Increasing the potential capacity within the Civic Centre, by conversion of storage, offices, Leisure and other areas to enable more desks to be created and subsequently reduce buildings occupied.
  - (c) Identifying what IT infrastructure and facilities are already available, and what else is needed.
  - (d) In HR terms, managers need to have the skills and tools to move away from management by physical presence at a desk or in an office, and support is needed for Management and Staff to assist any changes.
  - (e) Space allocation will need to be considered alongside need in terms of what is to be delivered.

## **Vacation of Marland House**

7. Marland House was constructed in the 1960's and is reaching the end of its economic life.
8. Given the Council's current financial position, and in the interests of obtaining best Value for Money from the property portfolio. Cabinet at its meeting of 29<sup>th</sup> January 2013 approved the disposal of this building subject to a short term lease-back to the Council of its office space until September 2014 to enable vacation to take place i.e. when works being undertaken to the Civic Centre under the current accommodation strategy are completed.
9. There are potentially around 360 desks to be relocated from Marland House and 7 Civic Centre Road. The earliest feasible date for complete vacation of Marland House is August 2014 and follows on from the conclusion of ASAP works and associated moves. The date cannot be earlier than this as there is not sufficient decanting space to facilitate the current programme and any additional staff numbers, although space planning for the final phase will consider the best solutions wherever feasible.
10. Based on current figures there is not sufficient desk space capacity within the Civic Centre and OGS to accommodate staff relocated from Marland House. This could be facilitated by greater use of flexible and mobile working and conversion of other space in the Civic to office & other use if needed (see table within Resources Implications below for high level indication of costs). Marland House customer interface requires further investigation as to how and where it will be replaced.

11. Working flexibly can incorporate a number of options for different requirements, supported by HR and the IT systems needed for staff to do their job wherever they are working. There are a number of flexible working solutions already available, further options will be investigated and may form part of the solution, including training, purchase of IT kit, HR support and adjustments to layouts.
12. A range of options will be investigated to find the best way to achieve the vacation of Marland House. One option is the proposed retention of Castle Way will assist and provide a fall back position to enable other changes to be made. Any new lease for Castle Way can either be short term or incorporate break clauses to enable SCC to respond to future changes to accommodation requirements. The Lease is due to expire on the 13<sup>th</sup> January 2014. Additional leased storage may also be needed and this will be considered as part of the detailed plans.
13. It should be noted that any new space requirements coming forward (which tend to be unexpected) and any flexible working strategies implemented do mean this picture can vary from time to time and a suitable space contingency needs to be built into the plan.
14. It is assumed that the Civic Centre is the main preferred location for staff given low running costs, location and long term ownership. Leasing alternative space from external landlords is generally far more costly and will also involve dilapidations payments.
15. Any formal decision on the various options will be made in conjunction with the Council Management Team before implementing any of the recommendations.

## **RESOURCE IMPLICATIONS**

### **Capital**

16. Detailed plans are currently being drawn up to establish the most cost effective way of vacating Marland House. It is not possible at this stage to state exactly what the potential capital costs will be. However if any conversion works to the Civic Centre are necessary, these could be in the region of up to £1.2m.
17. These costs will need to be funded by Council Resources (and / or borrowings), the revenue costs for which are addressed in the revenue section below.
18. The intention is to apply flexible working to facilitate the vacation of Marland House and conversion works will only be done if absolutely necessary. In order to ensure that the timescales for vacating Marland House can be achieved, Council approval is being sought now to add this sum to the Resources Capital Programme, on the understanding that only those capital works identified in the final detailed plans will be undertaken.  
  
If the capital budget is subsequently needed to facilitate flexible working solutions rather than conversion works, a further report will be presented to Cabinet for approval to change the type of spend.

19. If works are required to convert areas within the Civic Centre, early indicative costs are:

Building works	£670 k
Cabling	£250 k
Fees	£160 k
Contingency	£120 k
<b>Total</b>	<b>£1.2 M</b>

These works will create storage, public interface, new desk areas and spaces as necessary within the Civic Centre in order to meet the shortfall from the vacation of Marland House.

20. Subject to Council approval on 15<sup>th</sup> May, this report also seeks Cabinet approval, in accordance with Financial Procedure rules, to approve capital expenditure of up to £1.2m, phased £1M in 2013/14 and £200k in 2014/15.

### **Revenue**

21. The revenue costs of vacating Marland House are estimated to be up to £1m. Funding for this was identified and approved in the revenue outturn report to Council on the 11<sup>th</sup> July 2012.
22. Remaining in Castle Way generates a lower annual cost to SCC compared with the alternative of leasing alternative premises but will require the reinstatement of the annual revenue budget to occupy the building. The current accommodation strategy assumes the removal of this budget on vacation of the building in 2014 and the saving has already been taken into account in the net saving of £500,000 per annum arising from the implementation of the current accommodation strategy. This net saving was approved by Full Council in July 2012 and will be effective from 2014/15 and ongoing.
23. The current annual revenue costs of running Marland House are £211,000 per annum and form part of the Admin Buildings budget within the Resources Portfolio. These costs would be saved at the point of disposal *and* vacation (not all of them at the point of vacation alone or disposal alone, these are in addition to the £500,000 saving mentioned above). The full year saving in the Marland House revenue budget can be used to offset the re-instated annual budget for Castle Way, any additional rental required for storage and the annual revenue costs of borrowing the capital sum required for any conversion works to the Civic Centre. Any revenue shortfall arising from this and during the interim period (between the vacation of Marland House and the works being done to the Civic Centre/extension of the Castle Way lease), will be managed as part of overall accommodation related budgets.
24. In February 2009 Cabinet approved the delegation of authority to the Executive Director of Corporate Services following consultation with the Cabinet Member 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. This delegated authority will continue to be applied to ensure the successful implementation of this next phase of the accommodation

strategy.

**Property/Other**

25. As set out in the report

**LEGAL IMPLICATIONS**

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

26. Local Authorities have a variety of powers to acquire, appropriate and dispose of land. For the purposes of any of its functions or for the benefit, improvement or development of its area, the Council may by virtue of Section 120 Local Government act 1972 acquire by agreement any land, whether situated inside or outside its area.

**Other Legal Implications:**

27. None.

**POLICY FRAMEWORK IMPLICATIONS**

28. As set out in the report

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	None specifically
------------------------------------	-------------------

**SUPPORTING DOCUMENTATION**

**Appendices**

1.	None
----	------

**Documents In Members' Rooms**

1.	None
----	------

**Equality Impact Assessment**

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	Yes
--	-----

**Other Background Documents**

**Equality Impact Assessment and Other Background documents available for inspection at:**

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

1.	None	
----	------	--



# Agenda Item 16

<b>DECISION-MAKER:</b>	COUNCIL CABINET		
<b>SUBJECT:</b>	ADDITIONAL FUNDING TO BE ADDED TO THE ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME		
<b>DATE OF DECISION:</b>	COUNCIL	15 MAY 2013	
	CABINET	21 MAY 2013	
<b>REPORT OF:</b>	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>John Harvey</b>	<b>Tel:</b> 023 8083 3927
	<b>E-mail:</b>	<a href="mailto:john.harvey@southampton.gov.uk">john.harvey@southampton.gov.uk</a>	
<b>Director</b>	<b>Name:</b>	<b>John Tunney</b>	<b>Tel:</b> 023 8091 7713
	<b>E-mail:</b>	<a href="mailto:john.tunney@southampton.gov.uk">john.tunney@southampton.gov.uk</a>	

## STATEMENT OF CONFIDENTIALITY

Not applicable.

## BRIEF SUMMARY

The report seeks to create a new scheme *Bridges to Prosperity* which will allow essential maintenance works to be carried out on key bridges in the City.

This report seeks approval to spend £4.19m on the delivery of The *Bridges to Prosperity* scheme and provides details of this scheme and how it is to be funded.

## RECOMMENDATIONS:

### COUNCIL

- (i) To accept the award of £2,470,000 of Local Pinch Point funding from the Department for Transport (DfT);
- (ii) To approve the addition of £2,470,000 to the Environment and Transport Capital Programme funded from the DfT Local Pinch Point Fund Government Grant;
- (iii) To approve the addition of £410,000 to the Environment and Transport Capital Programme funded from the 2015/16 Itchen Bridge Maintenance Fund (Revenue);
- (iv) To approve the addition of £400,000 to the Environment and Transport Capital Programme funded from the 2014/15 Local Transport Plan Government Grant;
- (v) To approve capital variations to the Environment and Transport Capital Programme totalling £910,000 in 2013/14 as detailed in Appendix 3;

- (vi) To note that as part of the above recommendations, a major scheme called “Bridges to Prosperity” will be created in order to maintain the major bridges in the City with a total budget of £4,190,000 and that the funding and detailed project expenditure is as set out in Appendices 1 and 2;
- (vii) To approve, in accordance with Financial Procedure Rules, capital expenditure of £4,190,000 on the Bridges to Prosperity scheme with phasing of £1,590,000 in 2013/14, £2,190,000 in 2014/15, and £410,000 in 2015/16; and
- (viii) To note that there is an obligation on the Council from DfT to cover any unbudgeted additional costs associated with the scheme.

#### **CABINET**

- (i) Subject to the decision of Council to approve the recommendations set out above, to approve the procurement and delivery of the Bridges to Prosperity capital scheme; and
- (ii) To delegate authority to the Interim Director of Environment and Economy to make decisions necessary to procure and deliver the Bridges to Prosperity scheme within the overall approved budget.

#### **REASONS FOR REPORT RECOMMENDATIONS**

1. Financial Procedure Rules require that approval to spend is secured to enable the delivery of the Council’s Capital Programme each year.
2. The scheme will enable essential maintenance works to ensure that these key structures remain fit for purpose and continue to provide essential local, regional and national transport routes across the City.

#### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. Council could refuse to accept the offer of additional funding from DfT. This would reduce the ability to repair and maintain the key structures in the City and could lead to reputational damage to the City Council, having submitted the bid.

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

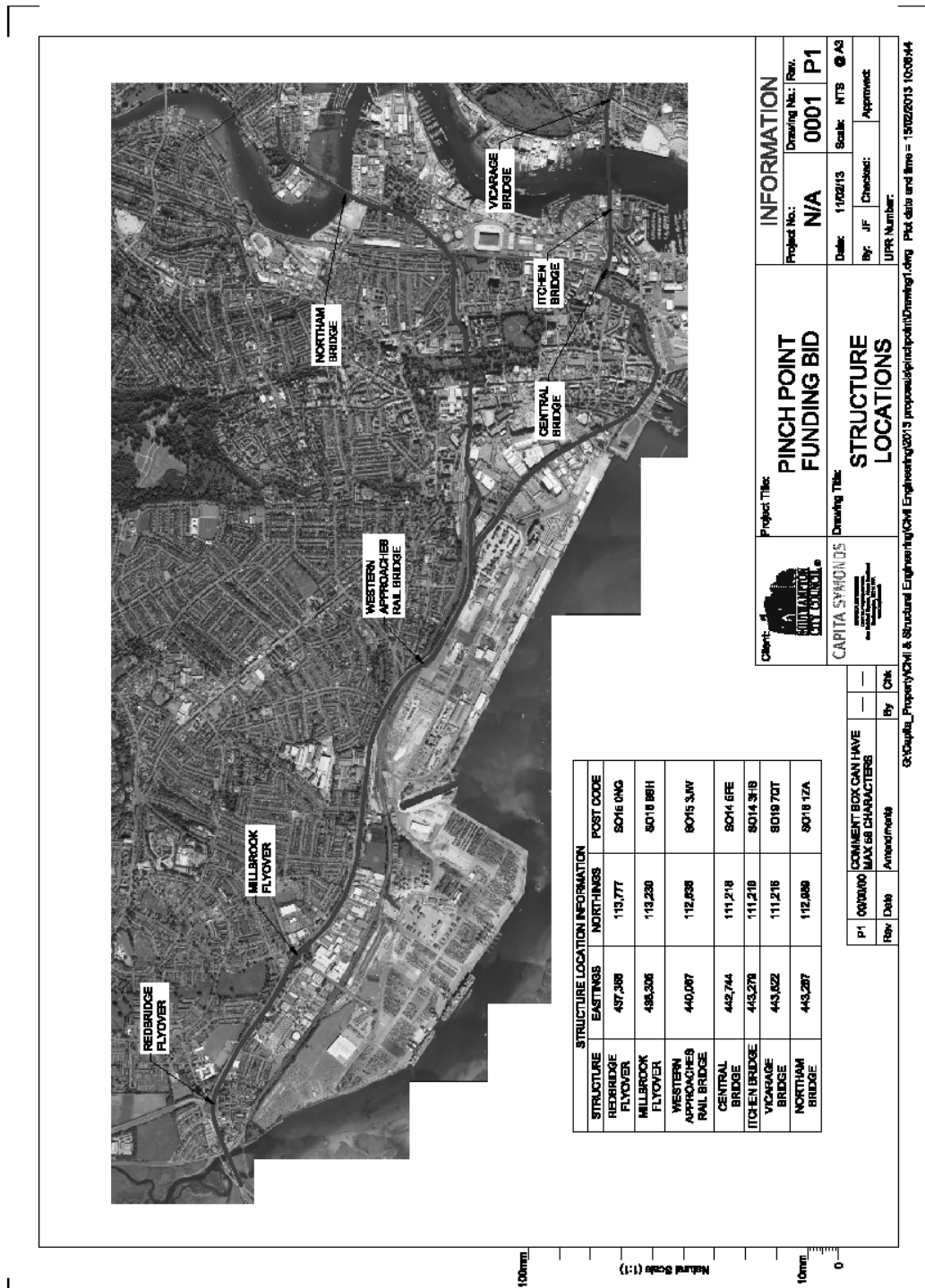
4. The *Bridges to Prosperity* Scheme was submitted to the Department of Transport (DfT) in February 2013 as a bid for a share of the Local Pinch Point funding that has been made available to deal with local road network issues, where serious congestion is being caused or will be caused without intervention.
5. The Bid included a package of essential structural repairs and maintenance measures on key bridges in the City, together with evidence of the impact on the City and the wider region if these works were not carried out, leading to possible restrictions on use or closures of the bridge(s) in the future.
6. The full amount of the bid has been awarded by DfT in the first round of Pinch Point scheme awards illustrating the importance of these works.
7. The following photograph shows the deterioration of the bearings under one of the structures:



Vicarage bridge bearing

8. The traffic modelling in support of the Pinch Point Bid indicated that if these bridge works are not carried out there will be restrictions or closure of the bridges in the future and the creation of bottlenecks. It also indicated that the long term cost to the City, residents and businesses could be 133 times more than the temporary inconvenience during construction. This is an unprecedented cost ratio illustrating the importance of the Bridges to the City.
9. The modelling demonstrated that all of these bridges are critical infrastructure and that their maintenance is essential to the future economy and vitality of the City.
10. The *Bridges to Prosperity* Scheme includes the delivery of the following essential maintenance works over the next three years:
  - Western Approach Rail Bridge
    - Bearing maintenance
    - Drainage improvements
    - Concrete repairs
    - Concrete surface treatment
  - Northam River Bridge
    - Waterproofing and resurfacing
    - New expansion joints
  - Central Bridge
    - Waterproofing and resurfacing
    - Concrete repairs
    - Drainage improvement
    - New expansion joints
  - Western Approach Flyovers (2)
    - Concrete surface treatment
    - Drainage improvement
  - Vicarage Bridge (part of Itchen bridge)
    - Bearing replacement
    - New expansion joints
    - Concrete repairs

11. The Bridges to Prosperity structures are located as shown:



	Project Title:	<b>PINCH POINT FUNDING BID</b>	Project No.:	N/A	Drawing No.:	Rev. P1
	Client:	CAPITA SYNOPSIS	Date:	1/02/13	Scale:	NTS @ A3
Drawing Title: <b>STRUCTURE LOCATIONS</b>		By:	JF	Checked:		Approved:
UPR Number:		©Copyright PropertyCM & Structural Engineering/Civil Engineering/2013 proposals@pinpointdrawing.com Pict date and time = 15/02/2013 10:06:44				

12. The Traffic Management Act 2004 places a duty on The Council to coordinate all road works and reduce delays and congestion. Opportunities are taken to combine projects where possible to reduce the overall delays on the network that would occur if works were carried out separately.

13. The *Bridges to Prosperity* works have been carefully coordinated with each other and other roadworks on the network to ensure that there will be no conflicts on key traffic corridors. Some of the bridge works will involve diversions and temporary traffic arrangements and a comprehensive strategy has been developed to reduce disruption and delays. Care has been taken to avoid the closure of Bridges at the same time.

The following table illustrates this strategy:

14.

Phase	Bridge	Window for works to be carried out between (Estimated duration)	Temporary Traffic Arrangements
1	Central Bridge	Between October 2013 and March 2014 (20 weeks max)	Part of a larger scheme in this area which will require full closure of Central Bridge for much of the works. Itchen Bridge will remain open at all times with diversions in place.
2	Western Approach Rail Bridge	Between February 2014 and April 2014 (6 weeks)	Mostly works under the structure with minimum impact on daytime traffic Isolated lane closures Isolated night closures
3	Western Approach Flyovers (Millbrook and Redbridge)	Between March 2014 and April 2014 (8 weeks)	Mostly works under the structure with minimum impact on daytime traffic Isolated lane closures Isolated night closures
4	Northam River Bridge	Between July 2014 and August 2014 (8 weeks)	Works during school holidays Day time closures or contra flow during some operations.
5	Vicarage Bridge (part of Itchen Bridge)	Between September 2015 and February 2016 (20 weeks max)	Mostly works under the structure with minimum impact on daytime traffic Isolated lane closures Isolated night closures

15. It is proposed to carry out the *Bridges to Prosperity* works on Central Bridge (Terminus Terrace and Marsh Lane) at the same time as other planned works in the immediate area. This means the following works will be carried out as one comprehensive scheme within 20 weeks:

- Waterproofing the structure
- Resurface the structure and new expansion joints

- Replacing the drainage system
  - Installing traffic signals on the bridge and introducing two way traffic flow on part of Terminus Terrace (funded from *Platform for Prosperity* project)
  - Repairs to the reinforced spans
  - Cycle lanes and safety improvements (funded from LSTF cycling improvement scheme)
  - Installing traffic signals at Saltmarsh Road junction (funded from LSTF cycling improvement scheme)
16. It is anticipated that combining these works will save months of disruption compared to the alternative of carrying them out individually over the next three years. Early Contractor Involvement will ensure that the works are carried out in the most efficient manner and every effort will be made to reduce the closure period without compromising safety for the workforce or travelling public.
  17. The works on Central Bridge have been timed to avoid conflict with major works in Town Quay (part of *Platform for Prosperity Project*) and major development works in Evans Street which are both planned for later in 2014.
  18. Once completed, the works on Central Bridge will complement the improvements to the eastern railway span carried out by Network Rail in 2010.
  19. The works on Northam River Bridge involve taking off and replacing the road surface so that the bridge deck can be waterproofed and drainage improvements carried out. These works will be carried out during school holidays to reduce inconvenience and delays. Some daytime closures of lanes over the bridge will be required to protect the workforce and these will be managed to be as short as necessary.
  20. A comprehensive communication strategy will be developed to ensure that the public and other stakeholders are fully informed about the works and the reason for carrying them out. Clear messages will be issued on various media regarding any traffic restrictions in place so that motorists are able to make informed decisions and plan their journeys. My Journey and ROMANSE traffic information will be utilised in full.
  21. Appendix 1 shows how the *Bridges to Prosperity* Scheme is funded.
  22. The Environment and Economy Directorate Capital and Major Projects Board has an overarching responsibility for the delivery of the Environment and Transport Capital Programme whilst The Structures Board will manage the interface for delivery with the partner contractors, review progress and performance and report exceptions.
  23. *Bridges to Prosperity* will be managed through the corporate Project Management System, “PM Connect” which facilitates the financial and timely delivery of individual projects within the overall Scheme. The scheme will have an approved Project Initiation Document including authority to deliver, prior to commencement of any works.
  24. The works on each bridge will be procured through the SE7 Regional contract or the Highways HSP Contract as appropriate.

25. *Bridges to Prosperity* will require phasing to meet the DfT's requirement on spending the Pinch Point Funding grant by March 2015. Non DfT funded works will continue into 2016.
26. The Bridges for prosperity Bid was submitted to DfT on 21<sup>st</sup> February 2013. The Bid was supported by the following organisations:
- Blue Star
  - First
  - Transport for South Hampshire
  - ABP
  - Solent Local Enterprise Partnership
  - Future Southampton Group
  - Chamber of Commerce
27. On 22<sup>nd</sup> March, the Council was advised that the Bid had been supported to the full value requested. The Bid was one of only ten approved in the first round from over 170 applications. This recognises that the scheme will remove potential future bottlenecks on the network and support economic growth. The Bid demonstrated the very real contribution that the highway and structures network in the City provide to both the local and national economy. The ability to start work on the scheme immediately was also a factor in awarding the allocation. Both the Council's strategic partners, Capita and Balfour Beatty Living Places have been involved in the preparation of the bid and will be key to the delivery of the works.

## RESOURCE IMPLICATIONS

### Capital/Revenue

28. The Capital Programme for Environment and Transport Portfolio will be increased by £1,030,000 in 2013/14 and £1,440,000 in 2014/15 by the addition of the DfT Local Pinch Point Funding.
29. The Council has an obligation to match fund the *Bridges to Prosperity* Scheme by £560,000 in 2013/14, £750,000 in 2014/15 and £410,000 in 2015/16.
30. The 41% match funding by the Council is made up of a mix of LTP allocation, Itchen Bridge Maintenance Fund allocation and a contribution from the *Platform for Prosperity* Project as detailed below:

Capital virement from General Bridges Scheme in 2013/14 (including slippage from 2012/13) (Local Transport Plan Government Grant)	£560,000
Local Transport Plan Government Grant in 2014/15	£400,000
Capital virement from The Platform to Prosperity Scheme in 2014/15 (Local Transport Plan Government Grant)	£350,000
Itchen Bridge Maintenance Revenue Fund in 2015/16	£410,000
<b>Total SCC contribution (41%)</b>	<b>£1,720,000</b>

31. This capital expenditure can be fully funded as detailed in Appendix 1.
32. This report seeks to accept the award, add the funds to the Environment and Transport Capital programme and provide approval to spend the *Bridges to Prosperity* funding over 2013/14, 2014/15 and 2015/16 financial years as detailed in Appendix 2.
33. There is adequate contingency built into the individual projects within the *Bridges to Prosperity* scheme to ensure that the possibility of overspend on the projects is minimised.
34. There is a condition within the award of the DfT Local Pinch Point Funding that the Council accepts responsibility for any overspend on the scheme.
35. There is potential for a reduction in the Itchen Bridge Toll income during the comprehensive scheme of improvements to Central Bridge. The loss will be minimised by ensuring that the duration of the closure is as short as possible, alternative routes are well signed, traffic signals rephrased, and a comprehensive communication strategy is in place utilising all media. The Itchen Bridge will remain open throughout the duration of the works on Central Bridge. There may be some isolated night time closures during the works on Vicarage Bridge.

#### **Property/Other**

36. The City Council is responsible for circa 200 structures in the City. The major bridges to be maintained in the *Bridges to Prosperity* Scheme are also part of the public highway. The Council has an obligation to keep them maintained, repaired and in good order. It should be noted that failure to maintain our assets now will result in higher repair costs and more disruption in the future.

#### **LEGAL IMPLICATIONS**

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

37. The *Bridges to Prosperity* scheme will be delivered in accordance with a variety of Highways and Environmental legislation, including but not limited to the Highways Act 1980, Road Traffic Regulation Act 1994, Traffic Management Act 2004, and s.1 Localism Act 2011 (the general power of competence) – there being no pre or post commencement limitations preventing the use of the power.

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

38. Procurement of the Scheme will be carried out in accordance with the Council's procurement strategy, existing and newly procured partnership contracts and in accordance with National and European procurement legislation and directives. Design and implementation of schemes will take into account the provisions of s.17 Crime and Disorder Act 1998 and the impact of schemes on individuals and communities will be assessed against Human Rights Act 1998 and Equalities legislation provisions.

#### **POLICY FRAMEWORK IMPLICATIONS**

39. The *Bridges to Prosperity* Scheme is compatible with the objectives of the Community Strategy.



40. The City Council is a Local Transport Authority as laid down in the Transport Act 2000 and the Council's relevant Policy Framework is the City of Southampton Local Transport Plan (LTP3).
41. The importance of the condition of the highway network in terms of defects, as well as its ability to assist in providing high quality transport for all modes cannot be understated in terms of providing an indication of the health and vitality of the City. Increased investment by the Council can only signal to businesses and residents that Southampton is a location to invest and commit to. Getting this message clearly across to key stakeholders in the City will be a priority once the scheme is approved.

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
------------------------------------	-----

### SUPPORTING DOCUMENTATION

#### Appendices

1.	<i>Bridges to Prosperity</i> – Sources of Funding
2.	<i>Bridges to Prosperity</i> – Approval to spend
3.	<i>Bridges to Prosperity</i> – Capital Variations

#### Documents In Members' Rooms

	None
--	------

#### Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	Yes (An EIA has been prepared for the scheme)
--	---

#### Other Background Documents

**Equality Impact Assessment and Other Background documents available for inspection at:** Floor 3 One Guildhall Square

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.	The City of Southampton Local Transport Plan (LTP3)	<a href="http://www.southampton.gov.uk/s-environment/transportplanning/localtransportplan3/">http://www.southampton.gov.uk/s-environment/transportplanning/localtransportplan3/</a>
2.	The City of Southampton Transport Asset Management Plan	<a href="http://www.southampton.gov.uk/s-environment/roadsandparking/roadsmaintenance/tamp.aspx">http://www.southampton.gov.uk/s-environment/roadsandparking/roadsmaintenance/tamp.aspx</a>
3.	<i>Bridges to Prosperity</i> – Local Pinch Point Fund Application Form	<a href="http://www.southampton.gov.uk/s-environment/transportplanning/funding.aspx">http://www.southampton.gov.uk/s-environment/transportplanning/funding.aspx</a>

This page is intentionally left blank

**BRIDGE MAINTENANCE SPEND 2013/14 TO 2015/16  
ASSUMING PINCH POINT FUND BID IS SUCCESSFUL**

Bridge	2012/13		2013/14		2013/14		2013/14		2013/14		2014/15		2014/15		2014/15		2015/16		2015/16		2015/16		Total					
	Slippage	LTP	Pinch Point	LTP	IBMF	RGF	Total	Pinch Point	LTP	IBMF	RGF	Total	Pinch Point	LTP	IBMF	RGF	Total	Pinch Point	LTP	IBMF	RGF	Total	Pinch Point	LTP	IBMF	RGF	Total	
<b>PINCH POINT SPEND</b>																												
Western Approach Rail	0	0	30,000	410,000	0	0	440,000	100,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	130,000	410,000	0	0	0	540,000
Northam River Bridge	0	0	900,000	0	0	0	300,000	300,000	0	0	0	0	0	0	0	0	0	0	0	0	0	1,200,000	0	0	0	0	0	1,200,000
Central Bridge	127,000	0	0	23,000	0	0	150,000	850,000	350,000	0	0	0	0	0	0	0	0	0	0	0	0	850,000	500,000	0	0	0	0	1,350,000
Western Approach Flyovers	0	0	100,000	0	0	0	180,000	180,000	250,000	0	0	0	0	0	0	0	0	0	0	0	0	290,000	250,000	0	0	0	0	540,000
Vicarage Bridge (Iichen)	0	0	0	0	0	0	0	0	150,000	0	0	0	0	0	410,000	0	0	0	0	0	0	0	0	150,000	410,000	0	0	560,000
<b>TOTAL</b>	<b>127,000</b>	<b>0</b>	<b>1,030,000</b>	<b>433,000</b>	<b>0</b>	<b>0</b>	<b>1,440,000</b>	<b>1,440,000</b>	<b>750,000</b>	<b>0</b>	<b>0</b>	<b>2,190,000</b>	<b>0</b>	<b>0</b>	<b>410,000</b>	<b>0</b>	<b>410,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,470,000</b>	<b>1,310,000</b>	<b>410,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,190,000</b>
<b>PINCH POINT BID FIGURES</b>																												
			1,030,000	560,000	0	0	1,590,000	1,440,000	400,000	0	350,000	2,190,000	0	0	410,000	0	410,000	0	0	0	0	2,470,000	960,000	410,000	0	0	0	4,190,000

0 check

Bridge	2012/13		2013/14		2013/14		2013/14		2013/14		2014/15		2014/15		2014/15		2015/16		2015/16		2015/16		Total					
	Slippage	LTP	Pinch Point	LTP	IBMF	RGF	Total	Pinch Point	LTP	IBMF	RGF	Total	Pinch Point	LTP	IBMF	RGF	Total	Pinch Point	LTP	IBMF	RGF	Total	Pinch Point	LTP	IBMF	RGF	Total	
<b>OTHER BRIDGE SPEND</b>																												
Kingsway Subway	61,000	0	0	0	0	0	61,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	61,000	0	0	0	0	61,000
Millbrook Rd Footbridge	23,000	0	0	0	0	0	23,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23,000	0	0	0	0	0	23,000
Brock Bridge	13,000	0	0	0	0	0	13,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	13,000	0	0	0	0	0	13,000
New Mansbridge Road Bridge	67,000	0	0	0	0	0	67,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	67,000	0	0	0	0	0	67,000
Other bridge works	0	0	0	0	0	0	0	0	300,000	0	0	300,000	0	0	0	0	0	0	0	0	0	0	0	300,000	0	0	0	300,000
Iichen Bridge works	0	0	0	0	12,000	0	12,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
£50k Bridge emergency works	0	0	0	31,000	0	0	31,000	0	50,000	0	0	50,000	0	0	0	0	0	0	0	0	0	0	0	50,000	0	0	0	50,000
<b>TOTAL</b>	<b>164,000</b>	<b>0</b>	<b>0</b>	<b>31,000</b>	<b>12,000</b>	<b>0</b>	<b>207,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>595,000</b>	<b>212,000</b>	<b>212,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>807,000</b>
<b>TOTAL BRIDGE SPEND</b>																												
	291,000	0	1,030,000	464,000	12,000	0	1,797,000	1,440,000	800,000	0	0	2,240,000	0	0	610,000	0	960,000	0	0	0	0	2,470,000	1,905,000	622,000	0	0	0	4,997,000

464,000

**Bridges for Prosperity - Sources of Funding****A**

<b>FUNDING STREAM</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>TOTAL CAPITAL FUNDING</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>LTP Government Grants</b>	560	750	0	1,310
<b>Government Grants (Pinch Point)</b>	1,030	1,440	0	2,470
<b>Revenue (IBMF)</b>	0	0	410	410
<b>Total Funding</b>	<b>1,590</b>	<b>2,190</b>	<b>410</b>	<b>4,190</b>

## Appendix 1

**Bridges for Prosperity - Capital Approval to Spend****A**

<b>Bridge</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>TOTAL CAPITAL EXPENDITURE</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>Western Approach Rail</b>	440	100	0	540
<b>Northam River Bridge</b>	900	300	0	1,200
<b>Central Bridge</b>	150	1,200	0	1,350
<b>Western Approach Flyovers</b>	100	440	0	540
<b>Vicarage Bridge (Itchen)</b>	0	150	410	560
<b>TOTAL</b>	<b>1,590</b>	<b>2,190</b>	<b>410</b>	<b>4,190</b>

## Appendix 2

VARIATIONS & ADDITIONS TO THE ENVIRONMENT AND TRANSPORT CAPITAL PROGRAMME

Appendix 3

Block	Scheme No	Scheme Description	2013/14	2013/14	2013/14	2014/15	2014/15	2014/15	2014/15	2015/16	2015/16	2015/16	Total	Total	Total
			LTP Government Grants	Government Grants (Pinch Point)	Total Funding 2013/14	LTP Government Grants	Government Grants (Pinch Point)	Total Funding 2014/15	Revenue (BMF)	Total Funding 2015/16	LTP Government Grants	Government Grants (Pinch Point)	Total	Total	Total
			£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000

Variations to the Capital Programme															
Bridges	C7911	Bridges Maintenance (including slippage)	-560	0	-560	0	0	0	0	0	-560	0	-560	0	-560
Bridges	C8911	Platform for Prosperity	0	0	0	-350	0	-350	0	0	-350	0	-350	0	-350
Bridges	New	Bridges to Prosperity	560	0	560	350	0	350	0	0	910	0	910	0	910
													0	0	0
<b>Net Capital Variations</b>															
													0	0	0

Additions to the Capital Programme - funded by additional Pinch Point government grant, LTP government grant (2014/15) and Revenue BMF															
Bridges	New	Bridges to Prosperity	1,030	1,030	1,030	400	1,440	1,840	410	410	400	2,470	410	410	3,280

Memo: Following capital variation & addition this revises the capital schemes as below															
Bridges	New	Bridges to Prosperity	560	1,030	1,590	750	1,440	2,190	410	410	1,310	2,470	410	410	4,190



# Agenda Item 18

<b>DECISION-MAKER:</b>	COUNCIL CABINET		
<b>SUBJECT:</b>	SOUTHAMPTON NEW ARTS COMPLEX SCHEME		
<b>DATE OF DECISION:</b>	15 MAY 2013 COUNCIL 21 MAY 2013 CABINET		
<b>REPORT OF:</b>	LEADER OF THE COUNCIL		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>Gill Sheeran</b>	<b>Tel:</b> 023 8083 2588
<b>Gillian Sheeran</b>	<b>E-mail:</b>	<b><a href="mailto:gillian.sheeran@southampton.gov.uk">gillian.sheeran@southampton.gov.uk</a></b>	
<b>Director</b>	<b>Name:</b>	<b>John Tunney</b>	<b>Tel:</b> 023 8091 7713
<b>John Tunney</b>	<b>E-mail:</b>	<b><a href="mailto:john.tunney@southampton.gov.uk">john.tunney@southampton.gov.uk</a></b>	

## **STATEMENT OF CONFIDENTIALITY**

Appendix 1 is confidential, the confidentiality of which is based on category 3 of paragraph 10.4 of the Council's Access to Information Procedure Rules. It is not in the public interest to disclose this because doing so would prejudice the authority's ability to achieve best consideration for the disposal of land (the identity of the preferred developer and the figures associated with the land transaction are commercially sensitive).

## **BRIEF SUMMARY**

Following Grosvenor and Southampton City Council entering into a development agreement in late 2010 and a resolution to grant planning consent to proposals for the overall Southampton New Arts Complex Scheme in September 2011, both parties have been working towards a position where Grosvenor can commence the scheme build. The recommendation below, in combination with other measures, will help facilitate this.

## **RECOMMENDATIONS:**

### **Council:**

- (i) Agrees to allocate additional funding, up to the sum set out in confidential Appendix 1, to the existing Southampton New Arts Complex Scheme and to increase the capital programme by up to this additional sum .
- (ii) Delegates to the Chief Financial Officer, after consultation with the Cabinet Member for Resources, authority to determine the most appropriate way of financing this sum.
- (iii) notes the potential for increased costs on the Arts Shell Fit Out, as set out in confidential Appendix 1

**Cabinet:**

- (i) Agrees to recommendations of Council as set out above; and
- (ii) Gives authority to the Director of Environment and Economy, after consultation with the Chief Financial Officer, to spend up to the overall new scheme value, and to enter into any documentation necessary to enable the Southampton New Arts Complex Scheme to proceed.

**REASONS FOR REPORT RECOMMENDATIONS**

1. To help facilitate the build of Southampton New Arts Complex Scheme, regenerating the former Tyrrell and Green site and the surrounding area as a Cultural Quarter to attract future investment, businesses, visitor numbers and jobs into the city.
2. In addition to forming a critical element of the Cultural Quarter enabling Southampton to compete with other cities both regionally and nationally, it is anticipated the scheme will generate over 300 direct jobs, 750,000 visitors and up to 38 new homes. It is also expected to generate over £230,000 per annum in retained business rates, council tax and New Homes Bonus, potentially over £160,000 in Arts Council revenue funding for the performing arts and £7.2m of Arts Council lottery capital funding towards the arts shell fit out.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

3. Not adding the additional resources to enable the scheme to progress, forgoing the opportunity to deliver the benefits set out in paragraph 2 above and writing off project related expenditure incurred to date.

**DETAIL (Including consultation carried out)**

4. Southampton's new arts complex will provide a stunning contemporary arts space with outstanding facilities for performance, visual arts, film and digital media, forming a major part of a new development on the eastern side of the Cultural Quarter, fronting onto Guildhall Square. These flexible spaces will transform Southampton's ability to show a whole range of contemporary performing and visual arts. This will enable the city to attract new and exciting work from national and international artists; and to develop programmes for participation, especially by younger people. The arts complex will be a hub for contemporary cultural activity, at the heart of the Cultural Quarter and provide flexible performance spaces together with a new home for City Eye and the John Hansard Gallery.
5. The council has been working with Grosvenor to commence the build of the scheme. Following exploratory site investigations last year, Grosvenor received build contractor tender returns for the construction of the overall Southampton New Arts Complex Scheme (comprising arts shell, restaurant/retail units and residential flats) in November 2012. These tenders were significantly higher than anticipated and a number of measures have been taken to make the overall scheme sufficiently financially viable to enable Grosvenor to progress the scheme. These include:

(i) Value engineering of the Grosvenor overall project to reduce costs without compromising the quality of either the overall design or the arts complex

(ii) Review of the residential design, mix and numbers. Pre-application consultation has taken place and a new application improving the residential design and increasing the flat numbers from 29 to 38 was submitted by Grosvenor in April 2013 and is due for determination shortly. The footprint of the buildings, the arts complex, and ground floor commercial space remains in line with the currently consented scheme.

(iii) Both Grosvenor and the Council propose adding additional resources to the project. Details are set out in Confidential Appendix 1 of this report.

## **RESOURCE IMPLICATIONS**

### **Capital/Revenue**

6. It is proposed that an additional amount, as set out in confidential Appendix 1, be added to the capital programme and used to meet part of the increased shell build costs should Grosvenor's agreed reduced projected profit level (as set out in confidential appendix 1) not be reached.
7. It is noted that additional revenue will be generated for the Council through this scheme proceeding, mainly through increased retained business rates, and council tax.

### **Property/Other**

8. N/A

## **LEGAL IMPLICATIONS**

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

9. Local Government Act 1972 Section 123 and Section 1 Localism Act 2011

### **Other Legal Implications:**

10. None

## **POLICY FRAMEWORK IMPLICATIONS**

11. None.

**KEY DECISION?** Yes

<b>WARDS/COMMUNITIES AFFECTED:</b>	Bargate
------------------------------------	---------

**SUPPORTING DOCUMENTATION**

**Appendices**

1.	<b>Appendix 1:</b> Financial detail of revised proposals (Exempt)
----	---

**Documents In Members' Rooms**

1.	None.
----	-------

**Equality Impact Assessment**

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

**Other Background Documents**

**Equality Impact Assessment and Other Background documents available for inspection at:**

Title of Background Paper(s)

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

1.	None.	
----	-------	--

# Agenda Item 18

by virtue of paragraph number 3 of the Council's Access to information Procedure Rules

Appendix 1

Document is Confidential

This page is intentionally left blank

<b>DECISION-MAKER:</b>	COUNCIL		
<b>SUBJECT:</b>	OVERVIEW AND SCRUTINY: ANNUAL REPORT 2012/13		
<b>DATE OF DECISION:</b>	15 MAY 2013		
<b>REPORT OF:</b>	CHAIR OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>Mark Pirnie</b>	<b>Tel:</b> 023 8083 3886
	<b>E-mail:</b>	mark.pirnie@southampton.gov.uk	

## STATEMENT OF CONFIDENTIALITY

None

## BRIEF SUMMARY

The Overview and Scrutiny Management Committee is required to submit a report summarising scrutiny activities over the past twelve months to Full Council each year. The document, attached at Appendix 1, is therefore submitted for information in accordance with paragraph 2.2.7 of the Overview and Scrutiny Procedure Rules within the Council's current constitution.

## RECOMMENDATION:

- (i) That the report be noted.

## REASON FOR REPORT RECOMMENDATIONS

1. The report is submitted for information in line with the requirements of the constitution

## ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2. None, since the production of this report is a requirement set out in the Council's constitution.

## DETAIL (Including consultation carried out)

3. The Council's overview and scrutiny procedure rules require an annual report to be made to Council on the overview and scrutiny function. Attached at Appendix 1 is the Overview and Scrutiny Annual Report covering the 2012/13 municipal year. It aims to provide a succinct summary of the main scrutiny activities and inquiries undertaken during the course of the year.
4. The OSMC considered the report at the 11<sup>th</sup> April 2013 meeting of the Committee. The Health Overview and Scrutiny Panel considered the health scrutiny elements within the report at their meeting on 21<sup>st</sup> March 2013 and the Chair of Scrutiny Panel A has been consulted on the contents related to the Welfare Reforms Inquiry.
5. During 2012/13, the work of the Overview and Scrutiny Management Committee, the Health Overview and Scrutiny Panel, and Scrutiny Panel A focussed on improving outcomes for the City of Southampton. Developments such as strengthening the scrutiny of the budget, influencing decisions that

impact on health provision across Southampton, and undertaking an inquiry into the welfare reforms have, and will continue to contribute to ensuring that policies and decisions made affecting the City are better informed.

**RESOURCE IMPLICATIONS**

**Capital/Revenue**

6. None.

**Property/Other**

7. None.

**LEGAL IMPLICATIONS**

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

8. The duty to undertake overview and scrutiny is set out in Part 1A Section 9F of the Local Government Act 2000.

**Other Legal Implications:**

9. None

**POLICY FRAMEWORK IMPLICATIONS**

10. None.

**KEY DECISION?** No

<b>WARDS/COMMUNITIES AFFECTED:</b>	None directly as a result of this report
------------------------------------	--

**SUPPORTING DOCUMENTATION**

**Appendices**

1.	Overview and Scrutiny Annual Report 2012/13
----	---

**Documents In Members' Rooms**

1.	None
----	------

**Equality Impact Assessment**

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

**Other Background Documents Equality Impact Assessment and Other Background documents available for inspection at:**

Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1. None	



SOUTHAMPTON CITY COUNCIL

**OVERVIEW & SCRUTINY  
ANNUAL REPORT 2012/13**



# CONTENTS

Chair’s Introduction.....	3
The Purpose and Functions of Overview & Scrutiny.....	4
Overview and Scrutiny Management Committee .....	5
Health Overview and Scrutiny Panel.....	5
Scrutiny Panel A.....	8
Scrutiny Panel B.....	9
Getting Involved.....	11

# Chair's Introduction

---



## **Councillor Jeremy Moulton Chair of Overview & Scrutiny Management Committee – (OSMC) 2012/13**

2012/13 saw the re-introduction of Scrutiny Panels with Scrutiny Panel A conducting an inquiry into Welfare Reforms. This involved a thorough analysis of the impact the various welfare changes taking place across the country will have on Southampton, and also a detailed look at Council options for a Local Council Tax Support Scheme and options for the Social Fund. I look forward to receiving the Executive's response to

the Panel's recommendations and to Scrutiny Panel B's Apprenticeships Inquiry that is due to conclude later in 2013.

Whilst undertaking the Council's statutory health scrutiny role the Health Overview and Scrutiny Panel (HOSP) worked closely with health service providers scrutinising the significant changes taking place to health services at a local and national level. This included the Joint Health and Wellbeing Strategy. In addition, on a number of occasions members of the HOSP and the OSMC attending joint meetings to discuss key cross cutting issues.

For 2013/14 it is proposed that, given the close links between health and social care and increasing integration of services, scrutiny of all social care, including safeguarding children, is undertaken by the HOSP unless it relates to a forward plan item.

The OSMC has largely focused its efforts during the year on scrutinising the Forward Plan of Executive Decisions and its primary role of holding the Executive to account. As well as looking at the Forward Plan, OSMC scrutinised aspects of the Executive's policy, including its approach to joint working with other authorities, the Lordshill Masterplan, and adult social care policy.

The Committee also considered in detail the findings of the 2012 Safeguarding and Children Looked After Services Ofsted inspection. As indicated above the scrutiny function will continue to monitor the implementation of the recommendations of the inspection and the Council's progress.

OSMC looked in some detail at aspects of the 2013/14 budget, including parking charges and savings in Children's Services and ensured that local people and organisations engaged with the democratic process through scheduled discussions on items of public interest such as the allocation of Council grants, and the closure of Oaklands Pool.

Whilst there has been no use of the Councillor Call for Action procedure this year there were two Call-Ins relating to Townhill Park regeneration and adult social care non-residential charging. Details of the outcomes of the Call-Ins are outlined on p5 of this report.

I am grateful to members of the various scrutiny committees and panels for their hard work throughout the year and for their contributions during often very lengthy meetings. I am also grateful to all the various groups, charities, think tanks and individuals who have attended, made presentations and provided evidence at the various scrutiny meetings, and to Council officers and Cabinet Members for their attendance, and for always providing substitutes where attendance was not possible.

# The Purpose and Functions of Overview & Scrutiny

---

## Decision making context

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

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

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

Scrutiny is a process for:

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

## Overview & Scrutiny Management Committee

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

There are a number of Scrutiny Panels that support the work of the Executive and the Council as a whole. These Panels predominantly carry out an annual work programme of Scrutiny Inquiries approved by the Overview and Scrutiny Management Committee. These arrangements allow citizens to have a greater say in Council matters by holding public inquiries into matters of local concern. These Inquiries lead to reports and recommendations which advise the Executive and the Council as a whole on its policies, budget and service delivery.

In addition the Health Overview and Scrutiny Panel undertakes the important statutory scrutiny of the operation of health agencies in Southampton.

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

## Councillor Call for Action

Enables all Councillors to refer single ward issues, or 'Local Government matters', to the Overview and Scrutiny Committee.

## Scrutiny Panels

- Health Overview and Scrutiny Panel
- Scrutiny Panel A
- Scrutiny Panel B

# Overview and Scrutiny Management Committee

---

**Councillor Jeremy Moulton**

**Chair of Overview and Scrutiny Management Committee - 2012/13**

## **Overview & Scrutiny Management Committee Members**

Councillor Jeremy Moulton (Chair)

Councillor John Hannides

Councillor Adrian Vinson (Vice-Chair)

Councillor Paul Lewzey

Councillor Stephen Barnes-Andrews

Councillor Catherine McEwing

Councillor Mark Chaloner

Councillor Keith Morrell

Councillor Daniel Fitzhenry

Councillor Andrew Pope

## **Appointed Members:**

Mrs Urzula Topp, Church Representative

Mr Tony Blackshaw, Church Representative

During 2012/13 the Overview and Scrutiny Management Committee (OSMC) continued to scrutinise the Executive, holding them to account for decisions planned and implemented.

To inform the decision making process the Executive were, at the monthly meetings of the OSMC, scrutinised over key decisions and policy areas. These included the following:

- 2013/14 Budget
- HMO Licensing
- Safeguarding children and young people
- Early Years Provision

Meetings were rescheduled at the start of the municipal year to occur in advance of Cabinet Meetings. This has enabled scrutiny of Forward Plan decisions to take place in advance of the Cabinet decision. This has worked very well and this way of working will continue into 2013/14.

## **Call-In**

Two forward plan items resulted in Executive decisions being Called-In by the OSMC. In December 2012 the Committee Called-In the Townhill Park Regeneration decision. At the Call-In meeting the OSMC did not request that the Executive's reconsider their decision but they did recommend that further consultation take place with tenants regarding rent levels. I am pleased that this has subsequently been taken forward by the Council.

In February 2013 the Adult Social Care Non- Residential Charging Policy was Called-In by the OSMC. My thanks to all the voluntary sector groups that attended this meeting and made comments and representations. OSMC made a number of recommendations including the recommendation that Cabinet reconsider its original decision and engage in further consultation with those receiving care and their representatives. I am pleased that Cabinet agreed to extend their consultation on the charging policy until 2<sup>nd</sup> of April and to then bring the decision back to Cabinet after this date for further consideration.

## **Scrutiny of the Southampton Safe City Partnership**



In July 2012 the OSMC scrutinised the emerging Safe City Partnership Plan. This discussion enabled the Committee to influence the strategic direction of travel and the priorities of the Safe City Partnership.

During 2013/14 a protocol will be developed to underpin the relationship between the OSMC and the new Police and Crime Panel.

# Health Overview and Scrutiny Panel

---



**Councillor Andrew Pope**

**Chair of Health Overview and Scrutiny Panel – 2012/13**

## **Panel Members**

Councillor Paul Lewzey (Vice-Chair)

Councillor Matthew Claisse

Councillor Daniel Jeffery

Councillor Brian Parnell

Councillor Matt Tucker

Councillor Eamonn Keogh

In 2012/13 the Health Overview and Scrutiny Panel continued to build on work undertaken in previous years in undertaking the statutory health scrutiny function. The Panel continued to work closely with local health services including Southampton Clinical Commissioning Group (CCG) and the Southampton Hampshire Isle of Wight and Portsmouth (SHIP) PCT Cluster, University Hospital Southampton NHS Foundation Trust, Southern Health NHS Foundation Trust and Solent NHS Trust, as well as the Southampton Link and neighbouring Health Overview and Scrutiny Committees' (HOSC's) in scrutinising these changes. We also worked closely with the Executive and officers of the Council in relation to Adult Social Care.

The Panel held 8 meetings during this period. Key highlights for the year included:

## **Responding to Government Consultations**

The Panel scrutinised several of the changes proposed nationally including:

- **Health Scrutiny:** The Panel responded to the Department of Health's consultation on proposals for local authority health scrutiny. Amongst their points the Panel raised concerns about the need for health scrutiny to remain non political and the role of the National Commissioning Board in relation to health scrutiny.
- **Draft Care and Support Bill:** The Panel scrutinised and responded to the draft Care and Support Bill highlighting that uncertainty over the future funding arrangements weakens and undermines the true effectiveness of those good ideas which are contained in the draft Bill.
- **Consultation on the Fluoridation of Drinking Water:** The Panel responded to the consultation on the arrangements for consideration of proposals on the fluoridation of drinking water. Concerns were raised in the response regarding the need to properly resource fluoridation consultation and consider a range of methods of consultation that encourage democratic involvement of the public and engage with hard to reach groups.

The Panel also scrutinised the local implementation of the Health and Social Care Act 2012 including progress with Healthwatch, the Health and Well-Being Board and new Commissioning Structures.

## **Vascular Services Review**

The Panel continued to work closely with Southampton LINK to scrutinise changes to vascular services in the South Central region. There has been regular engagement with both providers and commissioners and Panel members have attended external events including a meeting organised by the SHIP Cluster, which included national experts, and a Health Scrutiny meeting in Portsmouth. Given the slow progress with the issue earlier in the year the Panel considered the use of the

power of referral to the Secretary of State in regard to this issue. The Panel are continuing to scrutinise this issue and are very pleased that progress is now being made towards the implementation of a sustainable solution.

### **Joint Health and Wellbeing Strategy**

The Health Overview and Scrutiny Panel considered the draft strategy at a workshop session and fed back a number of detailed comments in response to the draft strategy document. These included making the strategy more focused with a smaller number of actions being required where impact and improvements could be measured and compared with other local authorities; improving the quality of the information cited from the and adopting innovative. The Panel were pleased to note that most of their recommendations had been adopted in the final version of the strategy.

### **Health Service Pressures**

Budget pressures and increasing patient numbers have resulted in strain on local health services. The Panel continue to work closely with providers and commissioners to ensure local services are provided safely. The panel jointly scrutinised all local providers and commissioners in relation to the Emergency Care Intensive Support Team report on the South West Hants Unscheduled Care System and will continue to work with them to ensure all recommendations are implemented.



Recognising the links between the issues, the Panel also scrutinised the University Hospital NHS Foundation Trust over their recent Care Quality Commission inspection report with raised concerns about the level of nursing staff at the same meeting. The Panel have asked for updates on progress against the implementation of the resulting action plan.

### **Public and Sustainable Transport Provision to Southampton General Hospital Review**

As a result of a the request of the Cabinet Member for Environment and Transport and concerns raised by other members and the public, the panel agreed to undertake a short review into public and sustainable transport provision to Southampton general hospital. As part of the review evidence was gathered from several partners and stakeholders including University Hospitals Southampton NHS Foundation Trust, bus service providers, staff and patient representatives and Council transport officers.

The Panel provided early feedback on the Council's 2013/14 budget consultation. They have since made several recommendations, many of which can be quickly implemented to improve services for public transport users and look forward to hearing the response to these from partners in due course.

# Scrutiny Panel A

---



**Councillor Satvir Kaur**  
**Chair of Scrutiny Panel A – 2012/13**

## **Panel Members**

Councillor Catherine McEwing (Vice-Chair)	Councillor Brian Parnell
Councillor Edward Daunt	Councillor Adrian Vinson
Councillor Sharon Mintoff	Councillor Lee Whitbread

## **Welfare Reforms Inquiry**

The Welfare Reform Act (2012) represents the biggest change to the welfare benefit system in 60 years. The Welfare Reforms are being implemented nationally with the aim of creating a simpler and fairer system and providing the right incentives to assist more people into work. The reforms cover a whole spectrum of welfare and housing benefit changes and will pave the way for the introduction of Universal Credit, which will replace means-tested benefits for people of working age from October 2013.

Due to the scale of the changes and new responsibilities in administration of benefits at a local level, it was agreed that a Welfare Reforms Inquiry should be undertaken to consider the potential impact on residents, voluntary organisations and the public sector. The aim was to identify a sustainable way forward to maximise support for those most at risk of falling into crisis whilst helping those who can get back into work.

The Inquiry was undertaken over 6 formal monthly meetings, from October 2012 to March 2013. In addition, the Chair of the Panel also attended a number of meetings at the Job Centre Plus and Southampton Connect. The Southampton Anti-Poverty Network was also involved in responding to the Welfare Reforms ‘Call for Evidence’.

The Inquiry has had a significant interest from a wide range of organisations and services, whose customers may be affected by the Welfare Reforms including a national expert from the Centre for Social Justice, the Department for Work and Pensions, various council departments, voluntary organisations, representatives from interested bodies, businesses, universities and the general public.



During the Inquiry the Panel issued two interim reports to Council to influence the 2013/14 budget. These reports resulted in the full Government grant funding being allocated for Local Welfare Provision, a discretionary fund and transition grant for the Council Tax Reduction Scheme and additional funding for the voluntary sector.



The main issues from the Inquiry identified by the Panel were:

- The number and timing of the benefit changes will have a cumulative effect on claimants, the majority of whom live in the most deprived areas of the city. People will be at risk of increasing financial hardship, debt and other problems and stresses on their quality of life and relationships.
- Demand will continue for sustainable and flexible crisis support that can adapt to changing needs. Support needs to lead to self reliance.
- Strong voluntary sector and council services are already overstretched and need increase capacity to manage the demand for crisis support and advice.
- Claimant awareness of the changes and impacts of the reforms is limited. A clear and consistent message is needed to change behaviour and encourage claimants to move from benefits into work. Communications should continue through Southampton Connect Connect's priority project, 'Gateway to a Better Future', led by Jobcentre Plus. The Moneytree magazine which offers guidance on the changes and signposting to support was commended.
- The current economic climate will limit opportunities for work but there are many projects underway working towards increasing local skills and jobs. Business play a crucial role in helping people into work and advising employees on how they can 'make work pay'
- Partnership working is crucial to deal with potential longer term issues from the Welfare Reforms around health, child poverty, economic recovery, community safety, aspirations and inequalities.

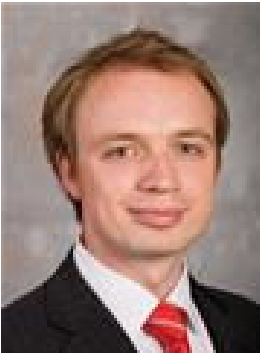
Overall, the Panel have made 11 recommendations from the Inquiry, which include prioritising and supporting voluntary organisations who are offering advice and financial support and establishing a Welfare Reforms Monitoring Group to monitor the impacts of changes and work with partners to encourage a collaborative approach.

The final report of Scrutiny Panel A was submitted to Cabinet on 16 April 2013.



# Scrutiny Panel B

---



**Councillor Dr Darren Paffey**  
**Chair of Scrutiny Panel B – 2012/13**

## **Panel Members**

Councillor David Furnell  
Councillor Satvir Kaur  
Councillor Dave Shields

Councillor Peter Baillie  
Councillor Linda Norris  
Councillor Maureen Turner

## **Apprenticeships Inquiry**

The first meeting of the Apprenticeship Inquiry was held on 25<sup>th</sup> April 2013, and set the scene for the Panel to consider an overview of the national and local perspective alongside Executives vision for apprenticeships.

Over three subsequent monthly meetings the Inquiry will consider the following key themes:

- May     **Employers Perspective:** an outline of provision, good practice and reasons for and against businesses establishing apprenticeships.
- June    **Providers Perspective:** evaluating the process, partnerships and issues that lead to a successful apprenticeship for employers and students.
- July     **Apprentice's Perspective:** talking to students about the information, advice and guidance available on apprenticeships and barriers to taking up apprenticeships by students.

The Inquiry will coincide with the launch of an Apprenticeship campaign and through out the meetings the Panel will undertake a governance role for the campaign to assess its reach and impact.

It is proposed that the Inquiry will lead to the launch of a new Southampton Apprenticeship Action Plan, with the final report of the Panel being agreed in September and submitted to the OSMC in October 2013.



# Getting Involved

---

## *How can I get involved?*

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

- **Attend a meeting of the Overview and Scrutiny Management Committee or a Scrutiny Panel**

Overview and Scrutiny Management Committee and Scrutiny Panel meetings are held in public and anyone is welcome to attend to listen to proceedings. Meetings are currently usually held in the Civic Centre. Only on rare occasions, when certain types of confidential information is being discussed, are members of the public not allowed to attend.

- **Raise issues with your Councillor and request Overview and Scrutiny to consider as part of Councillor Call for Action.**

- Give your feedback to inquiry meetings as part of evidence gathering.

Details of forthcoming meetings, agendas, reports and minutes can be obtained from the City Council's website at [www.southampton.gov.uk](http://www.southampton.gov.uk).

## **Providing Written Evidence**

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

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

**Address:** Communities, Change and Partnerships - Ground Floor, Civic Centre

**Email:** [mark.pirnie@southampton.gov.uk](mailto:mark.pirnie@southampton.gov.uk)

**Telephone:** 023 8083 3886

This page is intentionally left blank