

# The Council's Forward Plan

SOUTHAMPTON CITY COUNCIL

Forward Plan

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

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



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

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

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

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

<b>Report</b>	<b>Decision Expected</b>	<b>Portfolio</b>
Court Leet Presentments 2015	18 November 2015	Leader's Portfolio
* Sale of Villiers Road Depot and Land at Southern Road	15 December 2015	Leader's Portfolio
* Property Disposals	15 December 2015	Leader's Portfolio
HeadStart Strategy	15 December 2015	Education and Children's Social Care Portfolio
Southampton Fairness Commission Report and Recommendations	18 November 2015	Communities, Culture and Leisure Portfolio
Health and Wellbeing Board Review	15 December 2015	Health and Adult Social Care Portfolio
Estate Regeneration in Millbrook and Maybush – Development of Housing Scheme and Grant Funding for Affordable Housing Scheme	18 November 2015	Housing and Sustainability Portfolio
Housing Revenue Account Revenue Budget 2016/17 to 2018/19	18 November 2015	Housing and Sustainability Portfolio
General Fund Revenue Budget 2016/17 to 2018/19	18 November 2015	Finance Portfolio
Corporate Revenue Financial Monitoring for the period to the end of September 2015	18 November 2015	Finance Portfolio
The General Fund and Housing Revenue Account Capital Programme Update 2015/16 to 2018/19	18 November 2015	Finance Portfolio
Changes to existing Revenue and Capital Budgets	15 December 2015	Finance Portfolio
Council Tax Reduction Schemes 2016	18 January 2016	Finance Portfolio
Approval to spend £1.2 million on Disabled Facilities Grants in 2015/16	5 November 2015	People Directorate
Household Waste Recycling Centre Contract Award	18 November 2015	Place Directorate

# **LEADER OF THE COUNCIL**

Title	Court Leet Presentments 2015
Details	To consider the report of the Head of Legal and Democratic Services detailing the presentments accepted at Court Leet, any action taken to date and Cabinet Members and officers identified to lead on the response and any future action.
Decision Maker	Cabinet
Decision Expected	18 November 2015
Date Added to the Plan	7 October 2015
Main Consultees	Cabinet Members and Heads of service, Legal, Finance, Property, Democratic Services
Consultation Method	Circulation of draft report
Head of Service	Chief Executive
Author	Sue Lawrence  susan.lawrence@southampton.gov.uk Tel: 023 8083 3569
Background Material Available	Court Leet Presentments 2015
Public Comments may be sent to	Democratic Services First Floor Civic Centre Southampton SO14 7YL democratic.services@southampton.co.uk
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	* Sale of Villiers Road Depot and Land at Southern Road
Details	To consider the report of the Leader of the Council seeking approval for the sale of Villiers Road Depot and land at Southern Road adjacent to Hampshire Police headquarters.
Decision Maker	Cabinet
Decision Expected	15 December 2015
Date Added to the Plan	4 November 2015
Main Consultees	Key Members and Officers
Consultation Method	Report circulated to key Members and Officers
Head of Service	Director, Place
Author	Andrew Elliott  andrew.elliott@southampton.gov.uk
Background Material Available	Sale of Villiers Road Depot and Land at Southern Road
Public Comments may be sent to	Neville Payne Capita, One Guildhall Square, Above Bar Street, Southampton SO14 7FP Tel 023 8083 2594 Email: neville.payne@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	



Title	* Property Disposals
Details	To consider the report of the Leader of the Council seeking authority to agree the terms of the leasing of Nutfield Court Nursery and to dispose of various properties identified on the Property Disposal Programme including seeking delegated authority to the Head of Property to agree the sale terms and price and where relevant to agree the reserve prices for those properties identified for auction.
Decision Maker	Cabinet
Decision Expected	15 December 2015
Date Added to the Plan	4 November 2015
Main Consultees	Key Members Council Officers including the Council's Democratic, Legal, Finance and Property Service departments
Consultation Method	Report circulated to Key Members and Officers
Head of Service	Director, Place
Author	Andrew Elliott  andrew.elliott@southampton.gov.uk
Background Material Available	Property Disposals
Public Comments may be sent to	peter.kitching@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	

# **TRANSFORMATION PORTFOLIO**

**THERE ARE NO ITEMS ON THIS  
OCCASION**

# **EDUCATION AND CHILDREN'S SOCIAL CARE PORTFOLIO**

Title	HeadStart Strategy
Details	To consider the report of Service Director for Children and Families Services seeking approval for the HeadStart Strategy which will form the bid to the Big lottery for £10M.
Decision Maker	Cabinet Member for Education and Children's Social Care
Decision Expected	15 December 2015
Date Added to the Plan	4 November 2015
Main Consultees	consultation with Schools via online survey, parents via focus groups, visits to Schools, stakeholder events.
Consultation Method	Consultation with Schools via online survey, parents via focus groups, visits to Schools, stakeholder events.
Head of Service	Director, People
Author	Natalie Johnson  natalie.johnson@southampton.gov.uk
Background Material Available	HeadStart Strategy
Public Comments may be sent to	COMMENTS FROM INDIVIDUALS/ORGANISATIONS NOT CONSULTED, MAY BE SENT TO: headstart@southampton.gov.uk or Natalie Johnson 023 023 8083 2909.
Slippage/Variations/Reason for Withdrawal	
Updates	

# **COMMUNITIES, CULTURE AND LEISURE PORTFOLIO**

Title	Southampton Fairness Commission Report and Recommendations
Details	To consider the report of the Cabinet Member for Communities, Culture and Leisure outlining the findings and recommendations of the Southampton Fairness Commission.
Decision Maker	Cabinet
Decision Expected	18 November 2015
Date Added to the Plan	7 October 2015
Main Consultees	Relevant Cabinet Members and key officers.
Consultation Method	The Fairness Commission is a consultative body which received extensive feedback and participation to develop their recommendations through various meetings and events.
Head of Service	Assistant Chief Executive
Author	Sara Crawford  sara.crawford@southampton.gov.uk
Background Material Available	Southampton Fairness Commission Report and Recommendations
Public Comments may be sent to	sara.crawford@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	

# **ENVIRONMENT AND TRANSPORT PORTFOLIO**



# **HEALTH AND ADULT SOCIAL CARE PORTFOLIO**

Title	Health and Wellbeing Board Review
Details	<p>To consider the report of the Cabinet Member for Health and Adult Social Care detailing recommendations following the review of the Health and Wellbeing Board. The Health and Wellbeing Act 2012 requires Health and Wellbeing Boards, formed of key leaders from the health and care system, to work together to improve the health and wellbeing of their local population and reduce health inequalities. The Health and Wellbeing Board has developed from shadow to formal status over the last 3 years and is now a well-established partnership. Since its inception, the landscape for local government and the health sector has changed significantly. With the implementation of the Better Care Plan now underway, the work to integrate the health and social care agenda and developments on devolution, the time is right to review the Southampton Health and Wellbeing Board.</p> <p>The review is being undertaken by a Task and Finish Group who will make recommendations for the future structure, purpose and remit of the Health and Wellbeing Board. The Health and Wellbeing Board is a Statutory Board of the Council, and any changes to its terms of reference in relation to its governance, remit and focus will need to be agreed by Cabinet and Full Council.</p> <p>The aim of the review is to make recommendations for making the Health and Wellbeing Board future proof and fit for purpose so that it can make strategic decisions for the city in response to the needs of the local population. This includes reviewing the purpose, remit, decision making powers and composition of the Health and Wellbeing Board. It will also identify key relationships with other strategic partnerships.</p>
Decision Maker	Cabinet
Decision Expected	15 December 2015
Date Added to the Plan	7 October 2015
Main Consultees	Health and Wellbeing Partnerships and associated bodies. Southampton residents.

Consultation Method	Circulation of draft report. Board meeting discussions.
Head of Service	Assistant Chief Executive
Author	Katy Anastasi katie.anastasi@southampton.gov.uk
Background Material Available	Health and Wellbeing Board Review
Public Comments may be sent to	Katy Anastasi katie.anastasi@southampton.gov.uk 023 8083 2994
Slippage/Variations/Reason for Withdrawal	This report will slip to 15th December Cabinet to allow for further consultation.
Updates	

# **HOUSING AND SUSTAINABILITY PORTFOLIO**

Title	Estate Regeneration in Millbrook and Maybush – Development of Housing Scheme and Grant Funding for Affordable Housing Scheme
Details	<p>To consider the report of the Cabinet Member for Housing and Sustainability seeking approval to develop two adjacent sites; Woodside Lodge, Wimpson Lane; and 536 – 550 Wimpson Lane. These would be used as pilot schemes for the Millbrook &amp; Maybush Estate Regeneration Programme.</p> <p>Also to provide grant funding to a partner Registered Provider to develop an affordable housing scheme at the Former Bush Inn, Wimpson Lane.</p>
Decision Maker	Cabinet
Decision Expected	18 November 2015
Date Added to the Plan	7 October 2015
Main Consultees	SCC tenants and residents of Millbrook and residents of the adjacent local area, Ward Councillors and Cabinet Members, and key officers in SCC,
Consultation Method	Public meetings, letters to residents, telephone calls, briefing meetings, Millbrook & Maybush Stakeholder Group, e-mails, web site, project team meetings.
Head of Service	Director, Place, Head of Development, Economy and Housing Renewal
Author	<p>Jane Windebank</p> <p><a href="mailto:jane.windebank@southampton.gov.uk">jane.windebank@southampton.gov.uk</a> Tel: 023 8091 7899</p>
Background Material Available	<p>Estate Regeneration in Millbrook and Maybush – Development of Housing Scheme and Grant Funding for Affordable Housing Scheme</p> <p>Estate Regeneration in Millbrook and Maybush – Development of Housing Scheme and Grant Funding for Affordable Housing Scheme</p>

Public Comments may be sent  
to

Jane Windebank  
Estate Regeneration Project Manager  
Housing Delivery and Renewal  
First Floor  
Civic Centre  
Southampton  
SO14 7LR

Slippage/Variations/Reason  
for Withdrawal

Updates

Title	Housing Revenue Account Revenue Budget 2016/17 to 2018/19
Details	To consider the report of the Chief Financial Officer setting out the Housing Revenue Account Revenue Budget proposals for consultation for 2016/17 to 2018/19.
Decision Maker	Cabinet
Decision Expected	18 November 2015
Date Added to the Plan	7 October 2015
Main Consultees	Tenants, Council Management Team, Cabinet, Councillors, Employees, Trade Unions.
Consultation Method	Meetings, emails, workshops, briefings
Head of Service	Director, Place
Author	Nick Cross Head of Housing Management nick.cross@southampton.gov.uk Tel: 023 8083 2241
Background Material Available	HOUSING REVENUE ACCOUNT REVENUE BUDGET 2016/17 TO 2018/19
Public Comments may be sent to	Alan Denford Finance Manager - Place & Housing
Slippage/Variations/Reason for Withdrawal	
Updates	

# **FINANCE PORTFOLIO**



Title	General Fund Revenue Budget 2016/17 to 2018/19
Details	To consider the report of the Chief Financial Officer setting out the General Fund Revenue Budget proposals for Consultation for 2016/17 to 2018/19.
Decision Maker	Cabinet
Decision Expected	18 November 2015
Date Added to the Plan	7 October 2015
Main Consultees	Council Management Team, Cabinet, Councillors, Employees, Trade Unions, Residents, businesses
Consultation Method	Meetings, emails, workshops, briefings, surveys, internet
Head of Service	Chief Financial Officer
Author	Mel Creighton Deputy Chief Financial Officer Mel.creighton@southampton.gov.uk
Background Material Available	GENERAL FUND REVENUE BUDGET 2016/17 TO 2018/19
Public Comments may be sent to	Andrew Lowe Chief Financial Officer
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Corporate Revenue Financial Monitoring for the period to the end of September 2015
Details	Report of the Cabinet Member for Finance summarising the General Fund and Housing Revenue Account revenue financial position for the authority for the six month period to the end of September 2015.
Decision Maker	Cabinet
Decision Expected	18 November 2015
Date Added to the Plan	7 October 2015
Main Consultees	Cabinet Members/CMT and Heads of Service
Consultation Method	Briefings, Meetings & Emails
Head of Service	Chief Financial Officer
Author	Mel Creighton Deputy Chief Financial Officer Mel.creighton@southampton.gov.uk
Background Material Available	Corporate Revenue Financial Monitoring for the period to the end of September 2015
Public Comments may be sent to	Andy Lowe, Chief Financial Officer
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	The General Fund and Housing Revenue Account Capital Programme Update 2015/16 to 2018/19
Details	To consider the report of the Cabinet Member for Finance informing Cabinet of any major changes in the overall Capital Programme, identifying how the revised programme has been financed and identify priorities in line with the Capital Strategy.
Decision Maker	Cabinet
Decision Expected	18 November 2015
Date Added to the Plan	7 October 2015
Main Consultees	CMT, Council Capital Board, Cabinet Members, Directors and Heads of Service
Consultation Method	Emails, Meetings, Briefings
Head of Service	Chief Financial Officer
Author	Mel Creighton Deputy Chief Financial Officer Mel.creighton@southampton.gov.uk
Background Material Available	The General Fund and Housing Revenue Account Capital Programme Update 2015/16 to 2018/19
Public Comments may be sent to	Andy Lowe, Chief Financial Officer
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Changes to existing Revenue and Capital Budgets
Details	<p>To consider the report of the Chief Financial Officer and Cabinet Member for Finance (where relevant) detailing proposed changes to existing Revenue and Capital Budgets to incorporate changes to this and future years' budget.</p> <p>This item is a standard item and will remain on the Forward Plan until required.</p>
Decision Maker	Cabinet
Decision Expected	15 December 2015
Date Added to the Plan	5 December 2014
Main Consultees	Relevant Cabinet Members and Officers
Consultation Method	Briefings and meetings.
Head of Service	Chief Financial Officer
Author	<p>Mel Creighton, Andy Lowe  Deputy Chief Financial Officer, Chief Financial Officer  Mel.creighton@southampton.gov.uk,  andrew.lowe@southampton.gov.uk  Tel: 023 8083 2049</p>
Background Material Available	
Public Comments may be sent to	Mr Andrew Lowe - Chief Financial Officer
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Council Tax Reduction Schemes 2016
Details	The Southampton Council Tax Reduction Scheme 2014 was agreed by the Council on 16 January 2013. On the 30th January 2015 the Chief Financial Officer under delegated authority approved the 2015 Council tax Reduction scheme for Southampton. This report recommends changes to the agreed scheme to implement subsequent legislative changes and to take account of the annual benefits uprating.
Decision Maker	Officer Decision Making
Decision Expected	18 January 2016
Date Added to the Plan	4 November 2015
Main Consultees	Consultation with relevant Cabinet Member and Officers in key Council Departments
Consultation Method	Items can only be placed on the plan with the authorisation of the relevant Head of Service or Executive Director
Head of Service	Chief Financial Officer
Author	Steve Olney  steve.olney@southampton.gov.uk
Background Material Available	Council Tax Reduction Schemes 2016 and 2017
Public Comments may be sent to	
Slippage/Variations/Reason for Withdrawal	
Updates	

**CHIEF EXECUTIVE'S DIRECTORATE**

**THERE ARE NO ITEMS ON THIS  
OCCASION**

# **PEOPLE DIRECTORATE**



**THERE ARE NO ITEMS ON THIS  
OCCASION**

# **PLACE DIRECTORATE**

Title	Approval to spend £1.2 million on Disabled Facilities Grants in 2015/16
Details	<p>To consider the report of the Head of Regulatory and City Services seeking approval to spend the Disabled Facilities Grant programme for 2015/16.</p> <p>Approval to spend £1.2 million on mandatory Disabled Facilities Grants approved in 2015/16 financial year is sought. The grants will be paid in 2015/16 and 2016/17. Each grant is means tested and awarded in accordance with the Housing Grants, Construction and Regeneration Act 1996. The purpose of the grants are to enable independent living by adapting homes that are owner occupied, rented privately or from a registered provider (Housing Association to meet the long term needs of disabled occupiers).</p>
Decision Maker	Officer Decision Making
Decision Expected	5 November 2015
Date Added to the Plan	5 May 2015
Main Consultees	
Consultation Method	Items can only be place on the plan with the authorisation of the relevant Head of Service or Executive Director
Head of Service	Director, Place
Author	<p>Mitch Sanders</p> <p><a href="mailto:mitch.sanders@southampton.gov.uk">mitch.sanders@southampton.gov.uk</a> Tel: 023 8083 3613</p>
Background Material Available	Approval to spend £1.2 million on Disabled Facilities Grants in 2015/16
Public Comments may be sent to	

Slippage/Variations/Reason  
for Withdrawal

Report delayed due to investigation of alternative  
approval mechanism as a result of changes in the  
funding stream. New date to be advised.

Updates

Title	Household Waste Recycling Centre Contract Award
Details	<p>To approve the contract award for the operation of the City Depot HWRC as part of the Hampshire retender procedure for all 26 HWRC sites in Hampshire.</p> <p>Authority was delegated to the Director, Place, following consultation with the Head of Legal and Democratic Services and the Cabinet Member for Environment and Transport to finalise and enter into all legal documentation necessary to enter into and agree the terms of the new HWRC contract, by Cabinet in April 2015.</p>
Decision Maker	Director, Place
Decision Expected	18 November 2015
Date Added to the Plan	7 October 2015
Main Consultees	Relevant officers and Cabinet Member
Consultation Method	Consultation with relevant Cabinet Members and officers in key Council departments.
Head of Service	Director, Place
Author	<p>Colin Rowland, Gale Williams  Strategic Sustainability Advisor,  Colin.Rowland@southampton.gov.uk,  gale.williams@southampton.gov.uk  Tel: 023 8083 3561, Tel: 02380832536</p>
Background Material Available	Household Waste Recycling Centre Contract Award
Public Comments may be sent to	Gale Williams gale.williams@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	1.2.41 Subject to the approval of the Head of Legal & Democratic Services, to enter into any lawful contract for the provision services, goods or materials for another body where to do so is

considered beneficial to the City Council.

DECISION MADE: (Ref: 14/15 14618)

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

(i) That the contract for the operation of the City Depot HWRC is retendered as part of the Hampshire retender procedure for all 26 HWRC sites in Hampshire;

(ii) that the contract allows flexibility for Southampton to operate the City Depot HWRC in a way that suits local requirements; and,

(iii) to delegate authority to the Director, Place, following consultation with the Head of Legal and Democratic Services and the Cabinet Member for Environment and Transport to finalise and enter into all legal documentation necessary to enter into and agree the terms of the new HWRC contract.