

The Council's Forward Plan

SOUTHAMPTON CITY COUNCIL

Forward Plan

Executive Decisions from 20 March 2018

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

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

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

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

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

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

Report	Decision Expected	Portfolio
The proposed disposal of four sites to accelerate the provision of affordable homes in the City	20 March 2018	Leader's Portfolio
Solent Recreation Mitigation Strategy	20 March 2018	Leader's Portfolio
Development of an offer for children with disabilities	20 March 2018 (Cabinet) 21 March 2018 (Council)	Children's Social Care Portfolio
Proposed shared provision of Emergency Preparedness, Resilience and Response services with Portsmouth City Council	20 February 2018	Environment and Transport Portfolio
Concessionary Fares Scheme 2018/19	20 March 2018	Environment and Transport Portfolio
Changes to Existing Revenue and Capital Budgets	20 March 2018	Finance Portfolio
The Revised Medium Term Financial Strategy and Budget 2018/19 to 2021/22	13 February 2018 (Cabinet) 21 February 2018 (Council)	Finance Portfolio
The General Fund and Housing Revenue Account Capital Strategy and Programme 2017/18 TO 2021/22	13 February 2018 (Cabinet) 21 February 2018 (Council)	Finance Portfolio
Youth Justice Strategy 2017-20 update	20 March 2018 (Cabinet) 21 March 2018 (Council)	Health and Community Safety Portfolio
Safe City Strategy 2017-2020 update	20 March 2018 (Cabinet) 21 March 2018 (Council)	Health and Community Safety Portfolio
*Southampton Energy Services Company	20 February 2018	Sustainable Living
Licensing Scheme for Houses in Multiple Occupation (HMOs)	20 February 2018	Sustainable Living
Approval to Procure a Water Contract for City Council Buildings and Services	20 March 2018	Sustainable Living
2018-19 Council Tax Reduction Scheme	13 February 2018	Officer Key Decision

LEADER OF THE COUNCIL

Title	*The proposed disposal of four sites to accelerate the provision of affordable homes in the City
Details	To consider the report of the Leader of the Council seeking authorisation for the disposal of four sites to accelerate the provision of affordable homes in the City.
Decision Maker	Cabinet
Decision Expected	20 March 2018
Date Added to the Plan	7 February 2018
Main Consultees	Relevant cabinet member and officers in key departments
Consultation Method	Briefings, emails and meetings.
Head of Service	Head of Capital Assets
Author	Tina Dyer-Slade Tina.Dyer-Slade@southampton.gov.uk
Background Material Available	The proposed disposal of four sites to accelerate the provision of affordable homes in the city
Public Comments may be sent to	Tina Dyer-Slade tina.dyer-slade@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Solent Recreation Mitigation Strategy
Details	Consider report of Leader on applying the final Definitive Strategy in line with partners in the Partnership for Urban South Hampshire
Decision Maker	Cabinet
Decision Expected	20 March 2018
Date Added to the Plan	7 February 2018
Main Consultees	Relevant cabinet member and officers in key council departments
Consultation Method	Public consultation undertaken on the Definitive Strategy. Strategy approved by the Partnership for South Hampshire in December 2017.
Head of Service	Service Director, Growth
Author	Dawn Heppell Dawn.Heppell@southampton.gov.uk
Background Material Available	Solent Recreation Mitigation Strategy
Public Comments may be sent to	
Slippage/Variations/Reason for Withdrawal	
Updates	

CHILDREN'S SOCIAL CARE PORTFOLIO

Title	Development of an offer for children with disabilities
Details	Report of the Cabinet Member for Children and Social Care, proposing the implementation of a new eligibility criteria and short break offer for children with disabilities.
Decision Maker	Cabinet Council
Decision Expected	20 March 2018 21 March 2018
Date Added to the Plan	7 February 2018
Main Consultees	Formal consultation notified to members of the Parent Carer Forum, all SENCO leads in the 75 schools in Southampton, SEND charities and all members of the Buzz Network, which includes Jigsaw members
Consultation Method	A formal 12 week consultation has been undertaken. Councillor briefings Council Management meetings
Head of Service	Director Quality & Integration
Author	Sandra Jerrim Senior Commissioning Officer sandra.jerrim@southamptoncityccg.nhs.uk Tel: 023 8024 1326
Background Material Available	Development of an offer for children with disabilities
Public Comments may be sent to	Sandra Jerrim at Sandra.Jerrim@Southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	

COMMUNITIES, CULTURE AND LEISURE PORTFOLIO

NO ITEMS ON THIS OCCASION

EDUCATION AND SKILLS PORTFOLIO

NO ITEMS ON THIS OCCASION

ENVIRONMENT AND TRANSPORT PORTFOLIO

Title	Proposed shared provision of Emergency Preparedness, Resilience and Response services with Portsmouth City Council
Details	To consider the report of the Cabinet Member for Environment and Transport seeking authorisation to establish a shared Emergency Preparedness, Resilience and Response service with Portsmouth City Council.
Decision Maker	Cabinet
Decision Expected	20 February 2018
Date Added to the Plan	3 January 2018
Main Consultees	SCC Legal, Democratic, HR and Finance Services; affected officers in Southampton City Council and Portsmouth City Council; Hampshire Constabulary; Hampshire Fire and Rescue Service; South Central Ambulance Service.
Consultation Method	Meetings with SCC departments and external partner agencies led by the Service Lead: Emergency Planning
Head of Service	Service Director, Transactions & Universal Services
Author	Ian Collins ian.collins@southampton.gov.uk Tel: 023 8083 2089
Background Material Available	Proposed shared provision of Emergency Preparedness, Resilience and Response services with Portsmouth City Council
Public Comments may be sent to	Comments from individuals/organisations not consulted, may be sent to ian.collins@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Concessionary Fares Scheme 2018/19
Details	To consider the report of the Cabinet Member for Environment and Transport detailing the final arrangements for the Concessionary Fare Scheme for 2018/19 including the rate at which bus operators will be reimbursed for concessionary pass travel.
Decision Maker	Cabinet
Decision Expected	20 March 2018
Date Added to the Plan	7 February 2018
Main Consultees	Bus companies, Cabinet member for Environment and Transport, Democratic Legal and Financial and Property Services
Consultation Method	Circulation of draft report seeking comment from relevant officers in Legal, Property, Democratic Services and Finance and via Emails to all bus companies that participate in the scheme.
Head of Service	Service Director, Growth
Author	Pete Boustred pete.boustred@southampton.gov.uk Tel: 023 8083 4743
Background Material Available	Concessionary Fares Scheme 2018/19
Public Comments may be sent to	Pete Boustred Email: pete.boustred@southampton.gov.uk Tel: 023 8083 4743
Slippage/Variations/Reason for Withdrawal	
Updates	

FINANCE PORTFOLIO

Title Changes to Existing Revenue and Capital Budgets

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

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

Decision Maker Cabinet

Decision Expected 20 March 2018

Date Added to the Plan 6 July 2016

Main Consultees

Consultation Method

Head of Service Service Director Intelligence, Insight & Communications

Author Sue Cuerden

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

Background Material Available

Public Comments may be sent to

Slippage/Variations/Reason for Withdrawal

Updates

Title	The Revised Medium Term Financial Strategy and Budget 2018/19 to 2021/22
Details	To consider the report of the Cabinet Member for Finance. This report details the Medium Term Financial Strategy (MTFS) for the period 2018/19 to 2021/22 and provides the budget position for 2018/19 and later years for the General Fund and the Housing Revenue Account (HRA).
Decision Maker	Cabinet Council
Decision Expected	13 February 2018 21 February 2018
Date Added to the Plan	3 January 2018
Main Consultees	Council Management Team, Cabinet, Councillors, Employees, Trade Unions
Consultation Method	N/A
Head of Service	Service Director, Finance & Commercialisation
Author	Sue Cuerden sue.cuerden@southampton.gov.uk Tel: 023 8083
Background Material Available	THE REVISED MEDIUM TERM FINANCIAL STRATEGY AND BUDGET 2018/19 to 2021/22
Public Comments may be sent to	Mel Creighton - Strategic Director - Finance & Commercialisation
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	The General Fund and Housing Revenue Account Capital Strategy and Programme 2017/18 TO 2021/22
Details	To consider the report of the Cabinet Member for Finance. The purpose of this report is to update the Capital Strategy and to inform Council of any major changes in the overall General Fund and HRA Capital Programme for the period of 2017/18 to 2021/22, highlighting the changes in the programme since the last reported position to Cabinet in November 2017.
Decision Maker	Cabinet Council
Decision Expected	13 February 2018 21 February 2018
Date Added to the Plan	3 January 2018
Main Consultees	
Consultation Method	
Head of Service	Service Director, Finance & Commercialisation
Author	Sue Cuerden sue.cuerden@southampton.gov.uk Tel: 023 8083
Background Material Available	THE GENERAL FUND & HOUSING REVENUE ACCOUNT CAPITAL STRATEGY & PROGRAMME 2017/18 TO 2021/22
Public Comments may be sent to	
Slippage/Variations/Reason for Withdrawal	
Updates	

HEALTH AND COMMUNITY SAFETY PORTFOLIO

Title	Youth Justice Strategy 2017-20 update
Details	To consider the report of the Cabinet Member for Health and Community Safety seeking approval for an updated Youth Justice Strategy 2017-2020.
Decision Maker	Cabinet Council
Decision Expected	20 March 2018 21 March 2018
Date Added to the Plan	7 February 2018
Main Consultees	Youth Offending Service Management Board Safe City Partnership
Consultation Method	Meetings and emails with key partners.
Head of Service	Service Director, Children & Families
Author	Andrew Saunders andrew.saunders@southampton.gov.uk Tel: 023 8083 3925
Background Material Available	Youth Justice Strategy 2017-20 update
Public Comments may be sent to	strategy.unit@southampton.gov.uk Intelligence insight and communication Civic Centre Southampton SO14 7LY
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Safe City Strategy 2017-2020 update
Details	To consider the report of the Cabinet Member for Health and Community Safety seeking approval for an updated and amended Safe City Strategy 2017-2020.
Decision Maker	Cabinet Council
Decision Expected	20 March 2018 21 March 2018
Date Added to the Plan	7 February 2018
Main Consultees	Residents (Community Safety Survey 2017); Hampshire Constabulary; Youth Offending Service Probation Services; Hampshire Fire and Rescue Legal Services; and Children and Families Service Integrated Commissioning Unit
Consultation Method	Community Safety Survey 2017 Meetings with key partners
Head of Service	Service Director, Transactions & Universal Services
Author	Felicity Ridgway, Policy Manager felicity.ridgway@southampton.gov.uk Tel: 023 8083 3310
Background Material Available	Safe City Strategy 2017-2020 update
Public Comments may be sent to	strategy.unit@southampton.gov.uk Intelligence, Insight and Communications Team Civic Centre Southampton SO14 7LY
Slippage/Variations/Reason for Withdrawal	
Updates	

HOUSING AND ADULT CARE PORTFOLIO

NO ITEMS ON THIS OCCASION

SUSTAINABLE LIVING PORTFOLIO

Title	*Southampton Energy Services Company
Details	To consider the report of the Cabinet Member for Sustainable Living seeking approval to sign the contract with the preferred bidder, secured via the published open invitation to tender for an energy supplier, to enable delivery of the Southampton City Council energy supply brand.
Decision Maker	Cabinet
Decision Expected	20 February 2018
Date Added to the Plan	1 December 2017
Main Consultees	
Consultation Method	
Head of Service	
Author	Jason Taylor jason.taylor@southampton.gov.uk
Background Material Available	Southampton Energy Services Company
Public Comments may be sent to	Jason.taylor@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	To provide for further procurement timeline
Updates	

Title	Licensing Scheme for Houses in Multiple Occupation (HMOs)
Details	To consider the report of the Cabinet Member for Sustainable Living seeking approval for public consultation on the proposal for designation of an additional HMO licensing scheme covering Bevois, Bargate, Portswood & Swaythling wards following expiry of the current licensing scheme covering these four wards in June 2018.
Decision Maker	Cabinet
Decision Expected	20 February 2018
Date Added to the Plan	3 January 2018
Main Consultees	Landlords & landlord groups, letting agents, resident & tenant groups, Universities,, Local agencies involved with housing & local residents. Ward councillors for Bargate, Bevois, Portswood & Swaythling. SCC Democratic, legal & finance departments.
Consultation Method	The consultation will be publicised through a media release via the Councils 'Stay Connected' service & twitter feed. Key stakeholders will be written to and or emailed. Attendance at Landlord & resident meetings to promote consultation. There will be a consultation guide and questionnaire (online & paper copies available).
Head of Service	Service Director, Transactions & Universal Services
Author	Steven Hayes-Arter steven.hayes-arter@southampton.gov.uk
Background Material Available	Licensing Scheme for Houses in Multiple Occupation (HMOs)
Public Comments may be sent to	HMO@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Approval to Procure a Water Contract for City Council Buildings and Services
Details	To consider the report of the Cabinet Member for Sustainable Living seeking authorisation to procure a contract for the supply of water and disposal of waste water for City Council Buildings and Services.
Decision Maker	Cabinet
Decision Expected	20 March 2018
Date Added to the Plan	7 February 2018
Main Consultees	City Council's Democratic, Legal, Capital Assets, Property Services, Senior Manager and Finance Service departments. Cabinet Member for Sustainable Living
Consultation Method	Mod Gov online consultation with key internal Southampton City Council staff
Head of Service	Service Director, Growth
Author	Jason Taylor jason.taylor@southampton.gov.uk
Background Material Available	Approval to Procure a Water Contract
Public Comments may be sent to	Jason Taylor, Energy Manager Southampton City Council Tel: 023 8083 2641 jason.taylor@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	

OFFICER DECISIONS

Title	2018-19 Council Tax Reduction Scheme
Details	<p>Section 13A of the Local Government Finance Act 1992 (“the 1992 Act”) requires each billing authority in England to make a scheme specifying the reductions which are to apply to amounts of council tax payable by persons, or classes of person, whom the authority considers are in financial need (“a council tax reduction scheme”). The Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 (“the 2012 Regulations”) prescribe matters which must be included in such a scheme in addition to matters set out in paragraph 2 of Schedule 1A to the 1992 Act. Each year regulations amending the 2012 Regulations are made in November/December. The majority of the amendments are to ensure consistency with changes to social security legislation and will be included in our local scheme. The first Southampton Council Tax Reduction Scheme 2014 was agreed by the Council on 16 January 2013. Subsequently the Southampton Council Tax Reduction Scheme has been approved each year under delegated authority by the Chief Financial Officer, with the 2017 scheme approved on 20th January 2017. (Decision No. OD2016-17 18049)</p>
Decision Maker	Officer Decision Making
Decision Expected	13 February 2018
Date Added to the Plan	1 October 2017
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	Service Director, Finance & Commercialisation
Author	Steve Olney, Sue Cuerden

steve.olney@southampton.gov.uk,
sue.cuerden@southampton.gov.uk
Tel: 023 8083

Background Material Available 2018-19 Council Tax Reduction Scheme

Public Comments may be sent
to

Slippage/Variations/Reason
for Withdrawal

Updates