

# Public Document Pack

## CABINET

Monday, 18th January, 2010  
at 5.00 pm  
Civic Centre

This meeting is open to the public

### Members

Councillor Samuels (Leader)  
Councillor Dean, Cabinet Member for Environment  
and Transport  
Councillor Hannides, Cabinet Member for Leisure,  
Culture and Heritage  
Councillor Moulton, Cabinet Member for Resources  
and Workforce Planning  
Councillor Smith, Cabinet Member for Economic  
Development  
Councillor White, Cabinet Member for Adult Social  
Care and Health  
Councillor Williams, P, Cabinet Member for  
Housing and Local Services  
Councillor Holmes, Cabinet Member for Children's  
Services and Learning  
Councillor Walker, Cabinet Member for  
Safeguarding Children and Youth Services

(QUORUM – 3)

### Contacts

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# **BACKGROUND AND RELEVANT INFORMATION**

## **The Role of the Executive**

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

## **Executive Functions**

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

## **The Forward Plan**

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

## **Key Decisions**

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

- financial impact (£200,000 or more)
- impact on two or more wards
- impact on an identifiable community

Decisions to be discussed or taken that are key

decisions are denoted by a key symbol (🔑) on the agenda.

## **Implementation of Decisions**

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

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

- Providing good value, high quality services
- Getting the City working
- Investing in education and training
- Keeping people safe
- Keeping the City clean and green
- Looking after people

## **Procedure / Public Representations**

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

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

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

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

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

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

<b>2009</b>	<b>2010</b>
01 June	18 January
29 June	1 February
7 July	15 February
27 July	15 March
10 August	19 April
07 September	
28 September	
26 October	
23 November	
21 December	

## CONDUCT OF MEETING

### TERMS OF REFERENCE

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

### BUSINESS TO BE DISCUSSED

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

### RULES OF PROCEDURE

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

### QUORUM

The minimum number of appointed Members required to be in attendance to hold the meeting is 3.

### DISCLOSURE OF INTERESTS

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

### PERSONAL INTERESTS

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

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

A Member must disclose a personal interest.

Cont/...

## **Prejudicial Interests**

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

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

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

There are some limited exceptions.

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

## **Principles of Decision Making**

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

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

In exercising discretion, the decision maker must:

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

## AGENDA

**Agendas and papers are now available on the Council's website.**

### **1 APOLOGIES**

To receive any apologies.

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

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

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

### **3 STATEMENT FROM THE LEADER**

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

Record of the decision making held on 21 December 2009, attached.

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

There are no matters referred for reconsideration.

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

There are no items for consideration

### **7 EXECUTIVE APPOINTMENTS**

To deal with any executive appointments, as required.

## **ITEMS FOR DECISION BY CABINET**

### **8 IMPLEMENTING PROPOSALS TO SPEND DEPARTMENT OF HEALTH 'COMMON ASSESSMENT FRAMEWORK' GRANT FUNDING**

Report of the Cabinet Member for Adult Social Care and Health, seeking approval to accept the grant received from the Department of Health for the development of a joint health and social care assessment system and add commitments to the Health and Adult Social Care Capital Programme, attached.

### **9 RESPONSE TO THE SCRUTINY INQUIRY INTO THE CHILDREN'S ANNUAL PERFORMANCE ASSESSMENT**

Report of the Cabinet Member for Children's Services, regarding Cabinet's response to the Scrutiny Inquiry into the Children's Annual Performance Assessment, attached.

### **10 ADOPTION OF A CORPORATE CARBON REDUCTION POLICY**

Report of the Cabinet Member for Environment and Transport, seeking approval in respect of a Corporate Carbon Reduction Policy, attached.

### **11 FUNDING FLEXIBILITIES FOR TRANSPORT INITIATIVES**

Report of the Cabinet Member for Environment and Transport seeking, approval to utilise Local Transport Plan Capital Funding for revenue activities and the implementation of a funding swap between Local Transport Plan Capital Funding with On Street Car Parking Revenue Funding, attached.

### **12 DISPOSAL OF LAND FOR AN AFFORDABLE HOUSING SCHEME IN DERBY ROAD**

Report of the Cabinet Member for Housing and Local Services, seeking authority to dispose of the former Neighbourhood Advice Centre and car park at Rope Walk, Derby Road, attached.

## **ITEMS FOR DECISION BY CABINET MEMBER**

### **13 DETERMINING PROPOSALS TO ESTABLISH NEW SPECIAL EDUCATIONAL NEEDS LEARNING CENTRES AT SIX SECONDARY SCHOOLS**

Report of the Head of Infrastructure and Capital Projects, detailing considerations linked to the development of Special Education Needs provision within Southampton Secondary Schools, attached.

## **EXECUTIVE DECISION MAKING**

### **RECORD OF THE DECISION MAKING HELD ON 21<sup>st</sup> DECEMBER 2009**

#### Present:

Councillor Samuels	-	Leader of the Council
Councillor White	-	Adult social Care and Health
Councillor Holmes	-	Children's Services
Councillor Smith	-	Economic Development
Councillor Dean	-	Environment and Transport
Councillor Williams	-	Housing and Local Services
Councillor Hannides	-	Leisure, Culture and Heritage
Councillor Moulton	-	Resources and Workforce Planning
Councillor Walker	-	Safeguarding Children

Apologies: Councillor Matthews

## **TRAFFIC REGULATION ORDER COUNCILLOR DEAN, CHAIRMAN**

### 114. ITCHEN BRIDGE TOLLS: OBJECTIONS TO PROPOSED EXEMPTION FOR MOTORCYCLISTS (TRO)

DECISION MADE: (Ref: CAB 09/10 1671)

On consideration of the report of the Head of Highways and Parking Services concerning objections received during public consultations on a scheme to offer a 'toll-free' concession at the Itchen Bridge to motorcyclists who reside within the City the decision maker made the following decision:-

- (i) To approve the introduction of a scheme to offer a 'toll-free' concession at the Itchen Bridge to motorcyclists who reside within the City.

Reason for the Decision:

It has been a long standing political desire of the current administration to bring in the initiative of toll free usage of the Itchen Bridge for the City's residents who use motorcycles. This should be limited to residents as the need for overall tolls remain in order to fund the significant running costs of the bridge.

The Cabinet has considered the objections to the revised TRO and related views but does not consider these override the rationale or reasonableness of the proposals and the safety and operational considerations detailed in the officers report.

## **COUNCILLOR SAMUELS, CHAIRMAN**

### 115. STATEMENT FROM THE LEADER

The Leader announced the resignation of Councillor Matthews from the Cabinet to take effect from 31<sup>st</sup> December 2009. The new arrangements for Children's Services will be as follows:

Councillor Paul Holmes to be Cabinet Member for Children's Services and Learning. This will include:

- All current Children's Services delegation plus:
- Schools and Education
- Colleges and Post 16 education
- 14-19 (including teenage pregnancy)

Councillor Ben Walker to be Cabinet Member for Safeguarding Children and Youth Services. This will include:

- All current Safeguarding delegations plus:
- Youth Offending Team and Youth Justice Plan
- Integrated Youth Service
- Parenting

### 116. RECORD OF THE PREVIOUS DECISION MAKING

The record of the Executive decision making held on 23<sup>rd</sup> November 2009 were received and noted as a correct record.

### 117. BITTERNE PARK SCHOOL SIXTH FORM APPROVAL TO SPEND DECISION MADE (CAB 09/10 1763)

On consideration of the report of the Cabinet Member for Children's Services seeking approval to commit expenditure the decision-maker made the following decision:

- (i) To approve, in accordance with Financial Procedure Rules, capital expenditure in the sum of £6,380,000 from the Children's Services Capital Programme to provide a sixth form at Bitterne Park School.

### 118. ADOPTION OF THE LOCAL DEVELOPMENT FRAMEWORK CORE STRATEGY DECISION MADE (CAB 09/10 1689)

On consideration of the report of the Cabinet Member for Environment and Transport seeking approval of the final version of the Core Strategy following receipt of the binding report from the Planning inspector, the decision-maker made the following decision:

- (i) To recommend that Council adopts the Core Strategy which has been amended in accordance with the Inspectors recommendations.
- (ii) To recommend that Council endorse the list of additional Local Plan Review policies that will be replaced in part or in full by the Core Strategy.



119. PURCHASE AND INSTALLATION OF NEW CREMATORS, MERCURY ABATEMENT AND OTHER ESSENTIAL EQUIPMENT FOR SOUTHAMPTON CREMATORIUM

DECISION MADE (CAB 09/10 1764)

On consideration of the report of the Cabinet Member for Environment and Transport seeking approval to purchase and install new Cremators, mercury abatement and other essential equipment to meet new legislative requirements at Southampton Crematorium, the decision-maker made the following decision:

- (i) Subject to Council approving the addition of the Crematorium - New Cremators scheme to the Environment and Transport Capital Programme, to approve, in accordance with Financial Procedure Rules, capital expenditure on the purchase of new cremators, associated mercury abatement equipment and other ancillary equipment and repairs, as set out in the confidential appendix.

120. SUPPORTED BUS SERVICES CONTRACT AWARDS

DECISION MADE: (CAB 09/10 1765)

On consideration of the report of the Cabinet Member for Environment and Transport seeking approval to the award of contracts for revised supported bus services following an annual retendering process, the decision-maker made the following decision:-

- (i) To approve the award of contracts listed in Appendix 1.
- (ii) To delegate to the Director of Environment, following consultation with the Cabinet Member for Environment and Transport, authority to make any further changes and awards following subsequent changes to commercial bus services.

121. EASTPOINT REDEVELOPMENT

DECISION MADE: (CAB 09/10 1664)

On consideration of the report of the Cabinet Member for Economic Development seeking approval for the implementation of the Eastpoint Redevelopment proposal, the decision-maker made the following decision:-

- (i) Continue to support the principle of the redevelopment of the Eastpoint site by Eastpoint Centre Ltd; with Eastpoint Centre Ltd building the new Eastpoint on 1.5 acres as identified in Appendix 1 and, through a revised Tripartite Legal Agreement, Itchen College retain an option to develop on the site at a future date;
- (ii) Request Council (subject to the conditions listed below) to approve a sum of up to £3,000,000 to be added to the Economic Development Portfolio Capital Programme as a payment to Eastpoint Centre Ltd as compensation for the surrender of their current unexpired lease, to enable them to fund the building and servicing of their new Community, Training and Conference Centre. The Council will gain 5.19 acres with Itchen retaining an option to locate to the site until March 2011 or such other later date as may be agreed by the Chief Executive;

Recommendation (ii) is subject to the following:

- (a) Government Office for the South East (GOSE) and Department of Communities and Local Government (DCLG) approving funding allocation and release of the £2.5 Million in the Thornhill Plus You Delivery Plan for 2010-11, in time to allow Eastpoint to let its contract for the construction of the new Eastpoint and complete the spend of the TPY grant to Eastpoint before the end of the NDC programme in March 2011
- (b) A Revised Eastpoint Business Plan being approved by both the Head of Finance and IT and GOSE, in addition to any final approvals required from GOSE and DCLG;
- (c) Eastpoint concluding any s106 agreement in order to achieve planning consent and issue of the decision notice and confirmation that there are no planning issues outstanding from the links with the Itchen College outline planning consent;
- (d) the successful completion of the revised Tripartite Legal Agreement, which sets out the land deal for the Eastpoint site, the option for Itchen College to still locate to the site and the Council's position.
- (iii) Grant to Itchen College an option to locate to the site until March 2011, or such other later date as the Chief Executive may decide, upon such terms as the Solicitor to the Council considers reasonable;
- (iv) Approve subject to Council recommendation (i) below, expenditure of up to £3,000,000 for the surrender of the Eastpoint Lease;
- (v) Request Council to add £130,000 to the Capital Programme for the demolition of the old Eastpoint centre following the construction of the new Eastpoint building and services, and the vacation of the old Eastpoint Centre;
- (vi) Require Eastpoint Centre Ltd (and Itchen College should it in future go ahead on the Eastpoint site) to submit to the Council a Community Plan setting out how the facilities developed on the site will be available for the use of the wider community. This plan will cover the ten year period commencing when the facilities are open for use and will include both recreational and educational activities. The outline of this plan, covering the key principles, will be in place before the land transactions are completed respectively for each development;
- (vii) delegate authority to the Assistant Chief Executive (Economic Development and Regeneration), following consultation with the Cabinet Member for Economic Development and Regeneration, Executive Director of Resources, the Solicitor to the Council and Head of Property Services and Procurement to negotiate, and agree conditions of the redevelopment in the general terms outlined in the report, to resolve and implement anything necessary to effect the proposals contained in this report, including agreeing amendments to the Tripartite Legal Agreement underpinning the land deal for the site;
- (viii) To note that this Cabinet decision supersedes all previous Cabinet decisions regarding Eastpoint redevelopment.

Confidential recommendation (ii) (e) was also approved.

122. CONNECT2 CYCLE WAY LAND OWNERSHIP – COMPULSORY PURCHASE ORDER

DECISION MADE: (CAB 09/10 2171)

On consideration of the report of the Cabinet Member for Environment and Transport seeking authority to proceed with a Compulsory Purchase Order in order to acquire land to proceed with the constructions of the Connect2 cycle and walk way along side the River Itchen between Horseshoe Bridge and Mount Pleasant Industrial Estate, the decision-maker made the following decision:-

Having complied with paragraph 15 of the Council's Access to Information Procedure Rules and having had regard to the provisions of the Community Strategy and being satisfied that the proposals in this report are likely to improve the economic, social or environmental well being of the area:

- (i) That a Compulsory Purchase Order be made to authorise the acquisition by the Council of the land along side the River Itchen between Horseshoe Bridge and Mount Pleasant Industrial Estate shown pink on the map in appendix 1 for the purpose of constructing a cycle path under s.226(1)(a) of the Town & Country Planning Act 1990 and the Acquisition of Land Act 1981.
- (ii) To approve the Statement of reasons for making the Compulsory Purchase Order as set out in appendix 2.
- (iii) To authorise the Solicitor to the Council, following consultation where appropriate with the Executive Director of Environment and the cabinet member for Environment and Transport, to do anything necessary to give effect to the above recommendations including but not limited to undertaking all procedural steps required to:
  - (a) make, advertise and secure confirmation and implementation of the Compulsory Purchase Order,
  - (b) acquire interests in or rights over the land either by Agreement or Compulsorily.

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# Agenda Item 8

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	IMPLEMENTING PROPOSALS TO SPEND DEPARTMENT OF HEALTH 'COMMON ASSESSMENT FRAMEWORK' GRANT FUNDING		
<b>DATE OF DECISION:</b>	18 JANUARY 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR ADULT SOCIAL CARE AND HEALTH		
<b>AUTHOR:</b>	Name:	Jane Brentor	Tel: 023 8083 3262
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## STATEMENT OF CONFIDENTIALITY

None

## SUMMARY

On 17<sup>th</sup> December 2009 the Department of Health, (DoH) announced that Southampton City Council's bid for grant funding for the development of a joint health and social care assessment system had been successful. The objective of this grant, which is provided to Southampton representing a consortium of agencies, is to support greater independence for people needing health or social care. The DoH also announced that the value of funding awarded to Southampton was £3.062m which will be subject to detailed and robust spending plans.

The Cabinet is asked to accept this grant award from the DoH and to give approval to add a sum of £3.062m to the existing Adult Social Care & Health Capital Programme. In addition, the Cabinet is asked to agree the delegation of the spending plan for this work.

## RECOMMENDATIONS:

- (i) To accept, in accordance with Financial Procedure Rules, the capital grant of £3.062m awarded by the Department of Health (DoH) for development of a joint health and social care assessment system.
- (ii) To add, in accordance with financial procedure rules, £3.062 to the Adult Social Care and Health Capital Programme to fund a new scheme, Common Assessment Framework to be entirely funded from the DoH grant award.
- (iii) To approve, in accordance with financial procedure rules and subject to recommendation (iv) of this report, capital expenditure of £3.062 for the completion of a Common Assessment Framework to be funded entirely from the DoH grant award.
- (iv) To delegate to the Executive Director of Health and Adult Social Care, after consultation with Cabinet Member for Adult Social Care and Health and the Head of Financial Services and IT, any consequent decision regarding the development and implementation of a specific spending plan for this project.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. On the 17<sup>th</sup> December, the Council was informed of a successful bid for funds to develop a 'Common Assessment Framework' approach to undertaking health and social care assessments.
2. This involves the award of capital funding to purchase and develop IT systems that will enable sharing information between social care, health and other organisations in a joint approach, which will include project management and training, in partnership with Hampshire County Council and Portsmouth City Council.

## **CONSULTATION**

3. The project has been the subject of extensive consultation with systems managers, Heads of Social Care services, senior NHS managers, performance managers and voluntary sector organisations from Southampton, Portsmouth and Hampshire.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

4. The development of a common assessment framework is a requirement of the Department of Health for implementation within Social Care services whether or not this bid had been successful.
5. Rejecting the funding allocation is therefore not considered a viable option.

## **DETAIL**

6. During 2008 the DoH began consultation on the development of a Common Assessment Framework (CAF). The DoH is now providing £11 million capital funding to support a demonstrator programme with four or five sites to undertake work to support CAF development, each of these must be made up of at least one local authority and NHS Trust with other partners.  
The main purpose of the programme is to:
  - test and develop assessment and care planning arrangements,
  - purchase and develop IT systems that will enable sharing information between social care, health and other organisations
  - evidence the outcomes for users and carers
7. Southampton has formed a consortium with Hampshire, Portsmouth, the voluntary sector and health partners to bid for this funding with Southampton as the lead agency. The consortium bid is for a two year project focussing on improving the flow and availability of information between health and social care systems to put the individual in control of their support and ensure that they receive a consistent response which reflects their wishes and preferences, regardless of which practitioners are involved, where they live and the situation they find themselves in.
8. The expected benefits of the project are:
  - People who use services and their carers will have improved quality of service and greater choice and control;
  - Improved efficiency and the ability to support better outcomes for people; and

- Improved performance against national indicators across the three authorities
9. At DoH request the Project Initiation Document reflects three potential development options detailed below.
  10. Option A is the core part of the bid and involves the development of a regional solution linking the range of health, social care and third sector systems to the Hampshire Health Repository (HHR) and drawing down national information from the Personal Demographics Service (PDS).
  11. It is proposed to devolve delivery of the project elements across the three authorities and within this option Southampton would have the lead in the following areas:
    - Extend scope of shared health and social care information available on HHR from Hampshire Phase 1 CAF work to include anticipatory care plans and other information required to support Phase 2 pilots;
    - Integrating Telecare/Telemedicine with HHR;
    - Service providers and 3<sup>rd</sup> sector groups accessing health and social care information;
    - Providing health and social care information to ambulance crews, out-of-hours GPs, local NHS Direct resources and other out-of-hours teams;
    - Extending citizen access to their health and social care information by giving citizens access to more data about themselves and by piloting innovative ways to give access to citizens to that information, e.g. via digital TV; and
    - Enable health and social care staff, citizens and voluntary sector/commercial providers gain secure and appropriate access to health and social care information.
  11. Option B additionally includes the development of CAF messaging with the NHS spine (a national database holding client records). This would mean that Southampton would be able to exchange information about individuals from anywhere in the country with any other system that is connected to the spine. Visitors to the city needing social care or health support would receive more efficient and responsive services.
  12. Option C would provide further functionality through the purchase of '4care', a web-based version of PARIS which would enable individuals and professionals from a whole range of organisations to exchange real-time information about a persons care and support.
  13. Southampton has been awarded the financial allocation on the basis that it implements all three options.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

14. Due to timings of the DoH announcement and the requirement to accept the funding a full spending plan is not complete for this project at this time. On that basis this report proposes that approval to spend the £3.062M is subject to the completion of a spending plan after consultation with the Head of Finance. Approval is being sought to add a new scheme for the sum of £3.062M to the current Adult Social Care & Health Capital Programme approved by Council in September 2009. The sum of £3.062m has been awarded as a grant from the DoH to fund this scheme. It is anticipated that this will be sufficient to complete the entire project, as it is the maximum funding available from the DoH. When the project is further scoped should additional resources be required another report will be forthcoming identifying the resources.

### **Revenue**

15. There are no additional revenue implications anticipated. However, should any additional revenue funding be required to support this project, then this will be met from existing Adult Health & Social Care budgets.

### **Property**

16. There are no property implications in relation to this grant.

### **Other**

17. The Council is the lead agency and will have responsibility for the management of the whole of the financial allocation although Hampshire County and Portsmouth City Councils will be beneficiaries of the outcomes achieved as a result of the grant and will contribute equitably to the implementation plan.

## **LEGAL IMPLICATIONS**

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

18. The Council has the power to undertake these proposals under Section 2 Local Government Act 2000.

### **Other Legal Implications:**

19. None

## **POLICY FRAMEWORK IMPLICATIONS**

20. The proposal is in accordance with the Medium Term Plan
21. It meets the Council's committed aims of promoting independence and supporting older people by reducing hospital and institutional care admission.



**SUPPORTING DOCUMENTATION**

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

**Appendices**

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

1.	None
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**Background Documents**

Title of Background Paper(s)

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

1.	CAF Bid submission	
2.	Project Initiation Document	

**Background documents available for inspection at:** Contact Rosey Wood, Marlands House.

**KEY DECISION?** YES

<b>WARDS/COMMUNITIES AFFECTED:</b>	ALL
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# Agenda Item 9

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	RESPONSE TO THE SCRUTINY INQUIRY INTO THE CHILDREN'S ANNUAL PERFORMANCE ASSESSMENT		
<b>DATE OF DECISION:</b>	18 JANUARY 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR CHILDREN'S SERVICES		
<b>AUTHOR:</b>	Name:	Sue Allan	Tel: 023 8083 3260
	E-mail:	Sue.allan@southampton.gov.uk	

## STATEMENT OF CONFIDENTIALITY

None.

## SUMMARY

On 10<sup>th</sup> September 2009, the Overview and Scrutiny Management Committee (OSMC) endorsed the recommendations of the Children and Young People Scrutiny Panel following their Inquiry into the Children's Annual Performance Assessment (APA). These recommendations were received by Cabinet on Monday 23<sup>rd</sup> November. The seven scrutiny inquiry report recommendations and the Cabinet's response to them are set out in Appendix 1 to this report. In accordance with the Council's Constitution, Cabinet is required to respond formally to the recommendations within two months of receiving them.

## RECOMMENDATIONS:

- (i) To approve the Cabinet's responses as set out in Appendix 1
- (ii) To delegate, within existing budget provisions, authority to the Executive Director of Children's Services and Learning, following consultation with the Cabinet Member for Children's Services, as appropriate, to take further decisions in relation to recommendations where further investigation is required.

## REASONS FOR REPORT RECOMMENDATIONS

- 1 As part of the Council's Constitution the Executive need to consider all inquiry reports that have been endorsed by the Overview and Scrutiny Management Committee and formally respond to the recommendations contained within them within two months of their receipt.

## CONSULTATION

- 2 The Children and Young People's Trust Board has been consulted as part of a Board meeting on the recommendations that are relevant to its purpose. NHS Southampton City has been consulted and has responded on the recommendations that require action from that organisation.

## ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 3 None.

## DETAIL

- 4 From July to August 2009 the Children and Young People's Scrutiny Panel undertook an inquiry into the Children's APA. The Overview and Scrutiny Management Committee (OSMC) considered the final draft of the inquiry report on 10<sup>th</sup> September 2009 and approved it for submission to the Executive. The scrutiny inquiry, containing seven recommendations and a further four sub recommendations was received by the Cabinet on 23<sup>rd</sup> November 2009 and this report sets out the formal response of the Executive to the recommendations.
- 5 The approved objectives of the inquiry were:
  - To consider whether the actions in the action plan are appropriate, achievable, and will deliver the necessary improvements to overcome the weaknesses identified
  - To consider whether the plan can demonstrate sign up from key partners and partnerships including the Children and young People's Trust and the Governors' Forum
  - To consider performance in these areas since the APA letter was received
  - To identify lessons learnt and how they can be reflected in assessments of performance to drive year on year improvement in key areas within Children's Services and Learning activities
  - To identify any areas for more detailed investigation and support.
- 6 The OSMC considered the inquiry panel's final report at its meeting on 10<sup>th</sup> September 2009. It resolved that the Children and Young People's Scrutiny Panel had met its terms of reference for the review and agreed that the inquiry report should be forwarded to the Cabinet to enable the Executive to formulate its response to the recommendations contained within it.
- 7 The Children and Young People's Scrutiny Panel inquiry concluded that the Southampton APA Action Plan is appropriate and can demonstrate sign up from key partners and partnerships.
- 8 The Panel recognise that outcomes for children and young people in Southampton have improved in a number of areas since the APA judgement was made; however there has been limited progress or a decline on performance levels in other areas.
- 9 The inquiry's recommendations set out a number of proposals to support the continuing improvement of children's services. Appendix 1, attached, is a schedule setting out the inquiry recommendations and the associated response proposed by the Cabinet Member following consultation with his colleagues and advice from officers and partners.
- 10 The Cabinet member for Children's Services, Councillor Paul Holmes, has been nominated as the lead Cabinet Member to respond to the Scrutiny Inquiry recommendations.
- 11 The recommendations are all accepted and will, or already are being implemented. They include Councillor Holmes's indication of the timescales for implementation or further consideration.

- 12 Recommendations d (i) within the inquiry report requires action from NHS Southampton City. Associate Director Stephanie Ramsey has formally responded to these three recommendations and her responses are incorporated into Appendix 1.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

- 13 No additional capital costs were identified during the course of the inquiry.

### **Revenue**

- 14 All actions proposed in response to the recommendations, within the inquiry report can be progressed by re-focussing officer and partner's time, existing work programmes and budgets.

### **Property**

- 14 There are no specific property implications contained within the inquiry report.

### **Other**

- 15 None.

## **LEGAL IMPLICATIONS**

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

- 16 The duty to undertake overview and scrutiny is set out in Section 21 of the Local Government Act 2000 and the Local Government and Public Involvement in Health Act 2007. This report is presented in accordance with Section 7.1 of the Overview and Scrutiny Procedure Rules which requires the Executive to submit its response to inquiry recommendations within 2 months of their receipt.

### **Other Legal Implications:**

- 17 None.

## **POLICY FRAMEWORK IMPLICATIONS**

- 18 The proposals contained within the appended report are in accordance with the Council's Policy Framework and, if implemented, the recommendations will help to deliver priorities within Southampton's Children and Young People's Plan.

**SUPPORTING DOCUMENTATION**

**Appendices**

1.	Inquiry into the Children’s Annual Performance Assessment
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**Documents In Members’ Rooms**

1.	Final report of the Children and Young People’s Scrutiny Panel – the Children’s Annual Performance Assessment Inquiry
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**Background Documents**

Title of Background Paper(s)

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

	None.	
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**KEY DECISION**

No

<b>WARDS/COMMUNITIES AFFECTED:</b>	All wards would be affected by the Executive’s implementation of the recommendations contained within the inquiry report.
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## Children's APA Scrutiny Inquiry – Summary of Recommendations

Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
<p>a) To raise the aspirations of children and young people in Southampton it is recommended that partners from the Children and Young People's Trust develop ways of identifying and promoting the achievements of "successful" young people from Southampton so that they can act as role models to children and young people.</p>	<p>The Children and Young People's Trust Board (CYPTB) identified a high number of celebratory events, citations, and awards (e.g. Aim Higher awards, achievements of children looked after celebration evening, Star Awards) and acknowledged the importance and value of such events.</p> <p>The CYPT also acknowledged the value of engaging and inspiring parents to raise their expectations of their children e.g. Sure Start's 'dreams and aspirations' work with parents.</p>	<p>Cabinet endorses this recommendation.</p> <p>The CYPT delegated to the Making a Positive Contribution Steering Group the development of proposals to promote and celebrate the achievements of children and young people.</p> <p>The Trust Board recognise a Communications issue around the image of young people and partners will seek to ensure that communications are positive and celebrate achievement</p>	<p>Alison Alexander</p>	<p>Proposals to be reported to CYPTB in January 2010.</p>
<p>b) To support the drive to further improve school leaders and teachers within schools in Southampton long-term funding should be identified to support initiatives detailed in the APA Action Plan designed to recruit, develop, promote and appoint strong school leaders and teachers in Southampton.</p>	<p>A number of new initiatives have been identified that provide a combination of tailored support for individual schools according to need, robust challenge and intervention.</p> <p>Southampton has been accepted as one of only 3 local authorities in the south-east to be part of the Primary Leading Teachers programme. This will strengthen, refocus and realign the work of leading teachers in successful schools to improve outcomes for Year 5 and 6 pupils.</p> <p>Additional secondments to the</p>	<p>Cabinet fully supports the initiative to invest in school leadership as part of a strategy to raise standards in the city. Funding has already been identified for 2010-2011 as the Schools Forum have agreed to top slice £100k from the Individual School's Budget (ISB). This will fund a range of professional development activities relating to recruitment, retention and talent spotting of current and future school leaders at all levels.</p>	<p>Paul Nugent</p>	<p>April 2010</p>

Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
	<p>School Improvement Service have increased the capacity of this service to support a greater number of schools.</p> <p>Six successful primary school headteachers are currently receiving training from the National College for School Leadership to enable them to support less successful headteachers.</p>			
<p>c) To improve data collection and how effectively data it is used to help support performance improvement it is recommended that:</p> <p>i) In the short term the City Council and Children and Young People's Trust partners maximise the use of current corporate performance management systems with a view to improving integration with performance management systems used by the council and key partners.</p>	<p>i) A trust wide management information group has been established to improve integration of partners' data to drive performance against the priorities within the Children and Young People's Plan. In addition work has started within the council to join up CSL ICT systems in the first instance with the ambition of linking these, either through a single system or through a shared hub, with other key trust partners in the longer term.</p>	<p>i) The Cabinet and CYPTB both support this recommendation and will implement it through the operation of the trust wide management information group. In addition work will continue within the Council to join up CSL ICT systems in the first instance, with the ambition of linking these, either through a single system or through a shared hub.</p>	<p>Sue Allan, Andrew Hind</p>	<p>i) Information group – already implemented. Integrated ICT systems – completion date to be determined when scope and resource implications are clear.</p>



Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
<p>ii) The Children's Services and Learning Directorate rationalises performance data to ensure that the information obtained is appropriate and relevant.</p>	<p>ii) The directorate works closely with corporate performance colleagues on establishing performance data that is appropriate and relevant to service and corporate needs such as national, local and LAA indicators. CSL is required to report upon 134 performance indicators but is focussing its detailed analysis on those indicators which reflect areas of enduring weak performance.</p>	<p>ii) CSL will continue to work with heads of service, CYPT partners and corporate performance officers to balance the need to report upon 134 performance indicators and to establish its information management priority needs to ensure that information obtained and analysed is relevant and effective in driving improvement.</p>	<p>Sue Allan</p>	<p>ii) April 2010</p>
<p>d) To improve the ability to track the development of children and young people in Southampton it is recommended that:</p> <p>i) NHS Southampton City undertakes regular health checks on children and young people in the City as they grow older, and shares appropriate information with Children and Young People's Trust partners through the use of the Council's performance management system.</p>	<p>i) NHS Southampton City undertakes health checks on children and young people as outlined in the national evidence based Child Health Promotion programme. This has recently been revised by the Department of Health and the Department for Children, Schools and Families. . The Healthy Child Programme "pregnancy and the first five years of life" (2008) and "from 5 to 19 years" (2009) outline the core recommended universal programme for health development reviews, screening and immunisation.</p> <p>NHS Southampton already shares</p>	<p>Cabinet endorses this recommendation.</p> <p>i) The new guidance on the Child Health Promotion Programme is being reviewed currently through a multi agency group and updated local versions of the Healthy Child programme are being developed. The recommendation that individual information is shared about children and young people to track their development will be considered as part of the review of the new guidance as this identifies the type of information that should be shared and with whom. The revised guidance will be implemented by April 2010.</p> <p>There is a strong emphasis on the roles and responsibilities of a range of agencies including Children's Centres, education providers and others. The guidance is supporting the move to health reviews rather than physical checks once</p>	<p>Stephanie Ramsey, NHS Southampton City</p>	<p>April 2010</p>

Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
<p>ii) Southampton City Council works with secondary schools in the City to encourage the use of best practice with regards to using data to identify the development of children and young people during their school career.</p> <p>iii) The City Council, in conjunction with Children and Young People's Trust partners, collects and reviews the information available on the property type that children live in (property type, tenure and ward area) to enable analysis to be undertaken of the relationship between housing, health and well-being and academic attainment. This analysis</p>	<p>some information regarding outcomes from health assessments on a population basis for issues such as weight. There is some detailed information shared for particular vulnerable groups such as Children Looked After.</p> <p>ii) The Directorate has been working closely with both Primary and Secondary schools to review and improve best practice with regards to the use of data. The Children's Data Team have graded levels of service level agreements with schools in relation to their data needs. Schools on Silver and Gold service level agreements receive consultancy support in the use of data.</p>	<p>a child reaches school age as there is no evidence to support the re-introduction of a routine (universal) school entrant physical examination at the start of primary education.</p> <p>ii) School Standards will continue to work with Schools and School Improvement Partners to develop their understanding and use of data in their work. School Standards and the Children's Data Team are reviewing best practice and school requirements in preparation for further refinement of the support available.</p> <p>iii) This action is agreed and will be implemented by means of information/data sharing task and finish group comprising Neighbourhoods and CSL directorates with Health colleagues and a CYPTB member, who is a staff member at the university who has offered to share relevant data from the Women's survey.</p>	<p>Paul Nugent</p> <p>Sue Allan</p>	<p>April 2010</p> <p>April 2010</p>



Recommendation	Current Activity	Proposed Future Action	Responsible Officer	Target Date for Completion
<p>Southampton for their efforts and achievements.</p> <p>i) Children and Young People in Southampton for their achievements</p>		<p>Verbal announcement at next CYPT Board meeting</p> <p>Foreword in review of CYPP</p> <p>Visit to Youth Parliament</p> <p>New Year message via existing text services</p> <p>Letter to schools/colleges</p>		
<p>g) That Cabinet forwards this report to the Children and Young People's Trust and appropriate partnerships to facilitate collective ownership of the issues identified within this report.</p>	<p>The report was discussed at the CYPTB meeting on 25<sup>th</sup> November, which was chaired by the cabinet member.</p>	<p>The Board endorsed all recommendations that directly required a Trust response.</p>	<p>Sue Allan</p>	<p>Completed</p>

# Agenda Item 10

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	ADOPTION OF A CORPORATE CARBON REDUCTION POLICY		
<b>DATE OF DECISION:</b>	18 JANUARY 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT		
<b>AUTHOR:</b>	Name:	Jason Taylor	Tel: 023 8083 2641
	E-mail:	<a href="mailto:jason.taylor@southampton.gov.uk">jason.taylor@southampton.gov.uk</a>	

## STATEMENT OF CONFIDENTIALITY

NOT APPLICABLE

## SUMMARY

The proposed Carbon Reduction Policy and action plan details how the Council will reduce its own carbon footprint and meet its commitments relating to the Government's mandatory Carbon Reduction Commitment (CRC) Energy Efficiency Scheme and the Energy Performance in Buildings Directive (Display Energy Certificates). It is a corporate project that will require the continued full participation by service areas and Capita in order to meet the expected outcomes.

## RECOMMENDATIONS:

- (i) For Cabinet to adopt the Corporate Carbon Reduction Policy and Action Plan to ensure the Council can meet its obligations under the Carbon Reduction Commitment (CRC) Energy Efficiency Scheme and manage energy effectively within Council operated buildings.
- (ii) That an annual report be brought back to Cabinet outlining the progress in delivery of the Action Plan against the targets, together with recommendations for further improvements

## REASONS FOR REPORT RECOMMENDATIONS

1. CRC is the UK mandatory cap and trade scheme concentrating on energy use, which will be introduced in April 2010 under an order published pursuant to the Climate Change Act 2008 to help meet the national target to reduce CO<sub>2</sub> emissions by 80% by 2050. The council will be required to participate in and meet its obligations under this mandatory carbon trading scheme.

## CONSULTATION

2. The proposed Carbon Reduction Policy and Action Plan has been subject to internal consultation through Policy Coordinators and COMT (1<sup>st</sup> September 2009 and 7<sup>th</sup> December 2009).

## ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3. Non compliance with the requirements of CRC may result in the imposition of civil sanctions, such as fines and / or treated as a criminal offence subject to appropriate enabling legislation being introduced.

## DETAIL

4. **The CRC Energy Efficiency Scheme is a new mandatory, energy saving and carbon emissions reduction scheme for the UK that starts in April 2010.** It applies to all public sector bodies and major private sector organisations and is central to the UK's strategy for improving energy efficiency and meeting the national target for reducing carbon dioxide emissions. Designed to raise awareness of energy management, the CRC is forcing positive changes in behaviour and infrastructure.
5. The Carbon Reduction Policy (see Appendix 1) sets out the Council's commitment to contribute towards the Government's target to reduce CO<sub>2</sub> emissions. It also delivers against many of the Sustainability Principles that the Council adopted in November 2008, in particular "**reducing natural resources, energy consumption**" and "**sustainable procurement**".
6. The Council is currently committed to the following targets related to carbon reduction:
  - a. The **LAA stretch target** of a reduction of 938 tonnes CO<sub>2</sub> emissions arising from Council operational buildings and schools by March 2010. This equates to a 4.23% annual reduction.
  - b. **10:10 Campaign** – a 10% reduction in CO<sub>2</sub> emissions over a 12 month period, April 2010 – March 2011, compared to the 12 months immediately before (baseline year - April 2009 – March 2010)
  - c. Meeting our **CRC obligations** – a 40% reduction in CO<sub>2</sub> emissions by 2020 and 80% by 2050 (based on a 2008/09 emissions baseline).
7. As the CRC Energy Efficiency Scheme comes into force in April 2010 and will affect all services within the City Council, it is imperative that positive steps are taken across the whole organisation to improve energy / carbon management within all our buildings. The Action Plan set out in Appendix 2 supports the delivery of the Policy and details the measures and improvements planned to ensure that the Council complies with the CRC Energy Efficiency Scheme.
8. Initially this focuses on major improvements to energy data collection across all Council owned buildings to establish our baseline and monitoring systems. An all encompassing structured carbon management / reduction programme will then be implemented (as set out in the plan).
9. The Carbon Reduction Policy and associated Action Plan will provide the council with the tools to improve the integration of carbon management across the authority. It will also enable us to achieve carbon savings in a structured long term manner within all relevant aspects of our operations, and to meet our obligations and targets as described in this paper.

10. The continued full cooperation of all service managers and the Council's strategic partner Capita will be required if the Council is to deliver the full benefits of this approach and avoid financial penalties and future pressures. An annual progress report will be presented to Cabinet, and a full review of the Action Plan undertaken on a tri-annual basis.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

11. As a principle, integrating corporate carbon management will have no direct capital implications but it will result in changes to current working practices. As and when specific capital projects arise they will need to be resourced either by the Salix fund or by budget holders. Projects will be considered on a case by case basis in line with the policy using the right assessment tool to ensure the council resources are used prudently.
12. It is proposed that the Council adopts the Carbon Trust's Marginal Abatement Cost Curve (MACC) calculation tool or similar as a business model to guide Investment. MACC considers the cost of CO<sub>2</sub> per tonne saved over a projects life time. This will need careful interpretation, however, as the market price for carbon allowances, which is currently set at £12/tonne, does not represent the true cost of CO<sub>2</sub> emissions for the Council. This is because funds from the purchase of allowances are recycled back to participants with bonuses, or penalties, depending on their position in a league table.

### **Revenue**

13. The CRC Energy Efficiency scheme is a mandatory Cap and Trade Scheme and has allowances and penalties associated with it. CRC initially puts a price of £12 on each tonne of CO<sub>2</sub> emitted via the use of electricity, gas and oil consumed in the councils operations. After April 2013, the cost per tonne of CO<sub>2</sub> will fluctuate and may be significantly higher than £12 per tonne.
14. Under CRC there are fines for not providing accurate emissions data, and penalties for not performing well with regards CO<sub>2</sub> reduction in comparison to other organisations on the league table. In order to avoid being fined sthe Council must:
- Successfully register by the given deadline of September 2010 or incur a fine of £5,000 plus an additional £500 per day until registered
  - Ensure variations on submitted carbon emission details are less than 5% of actuals or incur fines of £40 per tonne of allocated annual allowances (this could equate to a £1m per annum fine)
  - Ensure the Council's evidence pack is complete and up to date or incur a fine of £5 per tonne of allocated allowances (this could equate to £130k per annum fine)
  - Submit reports to time or receive a late fine of £5,000 plus £0.05 per tonne of allocated allowances per working day.

15. With regards to the CO<sub>2</sub> reduction in comparison to other organisations on the league table, the annual Carbon Allowances cost to the Council is currently estimated at £318k per year based on the 26,351 tonnes of CO<sub>2</sub> emitted through the use of electricity, gas and oil in 2008/09. This allowance cost will be recycled back to participants with a bonus, or penalty, of up to 10% (£31k) in the first year, depending on relative performance against other organisations on the league table. This means the recycled amount could increase to approx £349k if the Council performs well in relation to other organisations, or it could be reduced to approx £287k, if we perform badly in the first year.
16. Over the duration of CRC the bonus, or penalty, percentage will increase by 10% each year, to 20% in the second compliance year, 30% in the third and so on. This increases to 50% in the 5th year depending on our position in the league table. Therefore, poor performance (relative to others) could mean annual costs of over £150k in year 5. This system gives us a greater incentive to improve Council performance over time, as the amount of money at stake increases.
17. April 2010 – March 2011 is the reporting and baseline year. The first purchase of allowances will be for the compliance year April 2011 – March 2012. **To meet this timeline requires immediate action by all service managers to ensure accuracy of data collection and to avoid the fines as set out above.**

### **Property**

18. Many of the proposed actions in this report will effect the operation and maintenance of service properties, particularly records of buildings and maintenance of plant and systems within the buildings. To ensure that these issues are covered Capita will need to be engaged in all relevant aspects of the proposals so that the Council is protected from possible Health & Safety and operational risks that the proposed actions may raise.

### **Other**

19. None

### **LEGAL IMPLICATIONS**

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

20. The Council is bound by the Government's mandatory CRC Energy Efficiency Scheme for the UK that starts in April 2010 which means that all council services are covered by the scheme and must participate in delivering the action plan and thereby minimising costs to the council.

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

21. The Council has also adopted the Sustainability Principles and signed up to LAA targets relating to carbon reduction.



**POLICY FRAMEWORK IMPLICATIONS**

22. The Carbon Reduction Policy proposals are in accordance with the Council’s Policy Framework, and specifically contribute to delivering objectives in the Council’s Climate Change and Air Quality Strategy (2004). The Carbon Reduction Policy can be seen as a commitment to the application of the Council’s Sustainability Principles which were adopted in 2008.

**SUPPORTING DOCUMENTATION**

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

**Appendices**

1.	Carbon Reduction Policy
2.	CRC Energy Efficiency Scheme Action Plan

**Documents In Members’ Rooms**

1.	Carbon Reduction Policy
2.	CRC Energy Efficiency Scheme Action Plan

**Background Documents**

Title of Background Paper(s)

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

1.	Climate Change Act 2008
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**Background documents available for inspection at:**

**KEY DECISION?** YES

<b>WARDS/COMMUNITIES AFFECTED:</b>	ALL
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## Southampton City Council Carbon Reduction Policy

The Carbon Reduction Policy outlines the Council's commitment to meet the Government's target to reduce CO<sub>2</sub> emissions by 80% by 2050. It also delivers against many of the Sustainability Principles that the Council have adopted. The Council interim target is to reduce CO<sub>2</sub> emissions by 40% by 2020. SCC baseline year will be based on 2008/09 CO<sub>2</sub> emissions. We aim to provide a leadership role and work with partners to reduce the overall CO<sub>2</sub> emissions of our City and beyond.

### Southampton City Council commits to:

- Ensuring accurate carbon emissions data is available for legal reporting and carbon management purposes.
- Reducing CO<sub>2</sub> emissions as required to meet the Council's commitments (including <sup>1</sup>LAA, <sup>2</sup>NI and <sup>3</sup>CRC requirements) through a range of measures identified in an annual action plan
- Increasing carbon efficiency in terms of energy consumed per floor area (normalised to take into account variations in the weather) within its own estate and services.
- Applying the energy hierarchy<sup>4</sup>, which sets the direction for sustainable energy use within the Council and in priority order, we will strive to:
  1. Eliminate or reduce the need for energy,
  2. Maximise the efficiency of the remaining energy uses,
  3. Supply energy from renewable sources where feasible.
- Investing in highly energy-efficient plant and equipment to reduce CO<sub>2</sub>, (including renewable energy sources), where this meets investment criteria
- Include life cycle (energy & maintenance) costs into the decision making process when procuring new plant and projects
- Utilising the Carbon Trust's MACC<sup>5</sup> calculation tool as a business model to guide investment.
- Procuring energy to minimise costs and environmental impact
- Ensuring all future plans and policies include adaption to climate change

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<sup>1</sup> Local Area Agreement 11 stretch target to reduce CO<sub>2</sub> emissions by 938 tonnes by March 2010

<sup>2</sup> National Indicators 185 & 186 to reduce CO<sub>2</sub> emissions within the council buildings and per capita of city population respectively.

<sup>3</sup> Carbon Reduction Commitment is a legally binding cap and trade climate change and energy saving scheme coming into force 2010. It will cover large business and public sector organisations.

<sup>4</sup> Based on the energy hierarchy described in the Local Government Association's publication *Energy Services for Sustainable Communities The Local Government Position* (February 1999)

<sup>5</sup> Marginal abatement cost curve (MACC) considers the cost of CO<sub>2</sub> per tonne saved over a project's life time. For example, if the market price for carbon allowances is £12/tonne then it would make sense to implement projects that the life time carbon cost saving is lower than £12 per tonne of CO<sub>2</sub> saved.

## **Southampton City Council will address carbon efficiency in all areas of operation including:**

### Management issues

- Improve the collection and dissemination of accurate carbon emissions data throughout all SCC activities.
- Educate and raise awareness among staff
- Define roles and responsibilities for carbon management and reduction for all staff
- Encourage continual professional development for relevant technical staff
- Establish clear reporting procedures

### Procurement issues

- Consider life-cycle energy costs for new projects and modifications to existing plant
- Procure equipment with low energy ratings and utilise the <sup>6</sup>[Energy Technology List](#) where appropriate
- Establish technical guidelines for new projects and refurbishment

### Financial issues

- Identify appropriate budget holder at a Departmental level, for all energy and carbon costs
- Establish ownership for invoice verification
- Establish management of carbon trading under CRC

### Technical issues

- Establish procedures for efficient operation of plant and equipment
- Improve performance of plant and equipment already in use within the Council.
- Improve performance of buildings currently held in the Council portfolio
- Ensure all new buildings incorporate the energy hierarchy in design and technology used. Over and above those required by building regulations.

Southampton City Council is committed to accelerating its carbon management programme through a strategic action plan which will be reviewed for progress and updated each year.

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<sup>6</sup> The energy technology list provides a comprehensive list of energy and water efficient technologies that meet the efficiency requirements to enable a business to claim 100% first-year enhanced capital allowances on their spending.

# Carbon Reduction Policy Action Plan

<b>Key / Guide</b>	
<b>Green</b>	Already Implemented or in progress. No issues.
<b>Amber</b>	Proposed but not already implemented. No significant issue.
<b>Red</b>	Likely to be an issue - such as funding or other agreement and has significant risk associated.
<b>M1-14</b>	Carbon Management Measure
<b>T1-10</b>	Technical Measure
<b>F1-3</b>	Financial Measure

**Notes**

*An annual report will be taken to Cabinet outlining the progress in delivery of the Action Plan against the targets detailed within the main Carbon Reduction Policy document, together with recommendations for further improvements. A review of the Action Plan will be undertaken at this time.*

Action	Owner	Impact	Priority	Time scale	Setup Cost	Running Cost	Funding Source	CO2 saving	Status	Notes	
Defining our responsibility / Carbon Management											
<b>M1</b>	Adopt & Implement Carbon Reduction Policy (CRP)	Council	High	High	Jan-10	N/A	N/A	N/A	40% by 2020 (4% per annum)	<b>Amber</b>	Contains CO2 reduction targets that meet the anticipated future requirements of CRC. 40% reduction by 2020. 2008/2009 as the baseline level year.

M2	Implement awareness raising campaign	Sustainability Team / CRC Contacts / Comms	High	Medium	Ongoing	£0	£0	N/A	Green	Implement a campaign with the possibility of having: info in induction packs, how to be energy efficient training programme, tips on intranet, achievements on website, email alerts, energy contacts, energy workshop, stand in main reception, energy advice pamphlets and publicity materials such as a Green Work Handbook, green worker reward scheme, procurement event with local green energy providers, staff awareness tested through survey monitoring attitudes and actions towards carbon reduction
M3	Identify and appoint service area CRC Contacts	All Services	Medium	Low	Apr-11	£0	£0	N/A	Amber	Defining roles at member level and within services. CRC Contacts appointed from each service area to be responsible for providing energy data and taking ownership for carbon management. PCOT members given data responsibility initially.
M4	Set building and service area targets	Jason Taylor, All Services	Medium	Low	Apr-11	£0	£0	N/A	Red	These targets will be based on those stated within the Carbon Reduction Policy. It may not be possible to set targets accurately until March 2011 or until 12 month data is available
M5	Establish service area carbon reduction plans	All Services	High	Low	Apr-11	£0	£0	N/A	Red	This plan will provide a series of actions each service area will carry out to deliver its reduction targets. Sports & Recreation are the only service to date who have such a plan.
M6	CO2 reduction targets embedded in directorate and service area business plans	All Services	Medium	Low	Ongoing	£0	£0	N/A	Red	As well as CRC becoming embedded in the council's policy framework it needs to be absorbed in each service areas annual business plan process. Business Plans or Group Plans to identify contribution to carbon reduction
M7	Review of progress being made against carbon reduction targets by PCOT & COMT	Senior Management	Medium	Medium	Ongoing	£0	£0	N/A	Amber	Senior Management also routinely consider and remove barriers to CO2 reduction
Improve Monitoring & Assessing our progress										

<b>M8</b>	Centralise the CRC application procedure	Jason Taylor	High	High	Jun-10	N/A	N/A	N/A		Green	Ensure that all half hourly electrical sites know that this is being co-ordinated by the Energy Manager
<b>M9</b>	Conduct a total utility meter audit across all SCC operations covered by CRC	Service Areas, Centrally Managed by Jason Taylor and Bhadresh Pathak	High	High	Jan-10	N/A	N/A	N/A		Amber	This will involve assessing meters at each site and logging data such as location, meter read, photo of meter, type of units read and meter serial numbers. This will identify & reduce risks. It will also provide a good grounding for CRC and energy management purposes.
<b>M10</b>	Set up monthly service area reporting of data from energy meters	Service Areas, Centrally Managed by Jason Taylor & Bhadresh Pathak	High	High	Jan-10	N/A	N/A	N/A		Amber	Data essential for CRC and Display Energy Certificates (DECs) along with NI185 and NI194 compliance. Results will be used to feed into monthly or quarterly diagnostic reports for each area. Possibility for internal performance league system.
<b>M11</b>	Collect, analyse and report CO2 emissions data	Bhadresh Pathak	High	High	Ongoing	N/A	N/A	N/A		Red	A Data Analyst has been employed on temporary PDG funding. Permanent post required to collect, analyse and report energy / carbon emissions data.
<b>M12</b>	Purchase specialist energy management software package to enable accurate data to be available	Jason Taylor and Bhadresh Pathak	High	High	Jan-10	£22k	£1350 per annum	Salix / Sustainability Budget		Green	Systems Link energy management software package has been purchased to capture and report invoice, meter reading and half hourly data from meters. All sites and meter data is fully covered. Additional web-based package has been purchased to enable individual sites to input meter readings and see their own energy data online
<b>M13</b>	Continue to purchase and install automatically read meters (AMRs) through the next energy supply procurement	Jason Taylor	High	Medium	Ongoing	Annual £90 per utility meter installed	Annual £90 per utility meter installed	Via Sites Energy Bills		Green	This will provide accurate billing and therefore an easily auditable and accurate form of energy data. Installation of AMRs prior to the CRC application process will score points and improve the council's position on the CRC league table
<b>M14</b>	Report through CorVu	Helen Krzanowski	Low	Low	Ongoing	£0	£0	N/A		Green	

Delivering the CO2 reductions

<p><b>Example Technology (T) Project 1</b></p>	<p>Replace Traffic Signals Across the City with LED Lamp Technology</p>	<p>Martin Wylie , Jason Taylor (funding)</p>	<p>High</p>	<p>High</p>	<p>Complete May 2010</p>	<p>£408k</p>	<p>N/A</p>	<p>Salix</p>	<p>400 tonnes</p>	<p>Green</p>	<p>The LED traffic light and the IT project below will form over half of our of our annual CO2 emissions reduction target. Therefore there would only be an additional 470 tonnes of CO2 savings required for calendar year 2010/11 to achieve annual CO2 reduction target based on 2008/09 total emission figures (baseline year on Carbon Reduction Policy). This could be easily achieved via improved energy management measures detailed above in the carbon management section.</p>
<p><b>Example Technology (T) Project 2</b></p>	<p>Change Central IT Server Settings to Allow Powerdown of Screens and PCs</p>	<p>ICT &amp; Jason Taylor</p>	<p>High</p>	<p>High</p>	<p>Completion Jan 2010</p>	<p>£0 already covered within SLA with ICT Capita</p>	<p>N/A</p>	<p>N/A</p>	<p>233 tonnes</p>	<p>Green</p>	<p>The example projects here highlight the ease of achieving the 4% annual CO2 reduction target. There are huge opportunities to be found with minimal additional cost and utilising the match funded Salix monies. In addition savings can be achieved by improving energy management and incorporating energy efficiency within current and future work programmes i.e. plant replacement, refurbishment and rebuild. There are a number of planned Salix projects that will help achieve the annual reductions required in future years i.e. Civic Centre CHP.</p>



T1	Review current plant and equipment operations to ensure efficient use	Property Services and Site Managers	High	Medium	Ongoing	N/A	£0	N/A	1000s tonnes	Red	There are specific site managers across the councils responsible buildings that carry this out as a matter of course; however, all site managers and services should ensure that all buildings plant is optimised to maximise efficiency and reduce costs. This will need to be done in conjunction with Capita and service areas regarding control setting and making sure we do not have resultant (possibly Health & Safety or operational) issues.
T2	When electrical and mechanical equipment is replaced its replaced with high efficiency technology.	Service Area / Property Services	High	Medium	Ongoing	<5-7 year payback	Varying	R&M, Salix & Service Area	Varying	Green	This is already being undertaken on most projects. There should be only minimal marginal costs here if any at all. Where costs cannot be justified by budget holders it is suggested that Salix or other funding is considered to 'top up' to ensure high efficiency alternative. Paybacks will decide the final outcome i.e. < 5-7 year paybacks.
T3	Implement improved controls for plant and equipment	All Services / Salix and Service Area Funding	High	Medium	Ongoing	<5 year payback	Varying	R&M, Salix & Service Area	Varying	Amber	As R1 improving control and settings on controls will provide financial and CO2 savings.
T4	Improve thermal performance of the building fabric of council properties	All Services / Salix and Service Area Funding	High	Medium	Ongoing	<7 year payback	Varying	R&M, Salix & Service Area	Varying	Green	Salix is initially funding a number of sites including 4 schools and 4 non schools sites.
T5	Switch heating from oil to gas	R&M, Service Area	Medium	Low	Ongoing	<10 year payback	Varying	R&M, Salix & Service Area	Varying	Amber	E.g. Upper Shirely High School.
T6	Implement Gas CHP where the opportunity arises	Jason Taylor and Salix Fund	High	Medium	Ongoing	<7 year payback	Varying	Salix	Varying	Green	Feasibility work ongoing here.
T7	Implement biomass heating where the opportunity arises	All Services	High	Low	Ongoing	5+ year payback	Varying	External match	Varying	Amber	Feasibility work ongoing here.
T8	Large scale renewable CHP	Sustainability Team	High	Low	Ongoing	Unknown	N/A	N/A	10,000s tonnes	Amber	This is likely to come under City Wide non council funded measures; though could be likely as ABP is interested in this technology for Dock Gate 20 site.

<b>T9</b>	Building Schools for the Future Programme	Building Schools for the Future Team / Karl Limbert	High	High		£200 million		BSF	1000s tonnes	Amber	The schools projects highlighted here and below will need to ensure that consumption is reduced by incorporating energy efficiency or elimination within each sites brief. Liaison with the BSF team in underway.
<b>T10</b>	Primary Schools Improvements	Building Schools for the Future Team / Children's Services	High	High					1000s tonnes	Amber	As above
<b>T11</b>	Rationalisation of Buildings	All Services	High	High	Ongoing					Amber	This is being undertaken and we should continue to optimise our building use. Its likely that this process will reduce overall CO2 emissions.
Financing the commitment											
<b>F1</b>	Arrange the purchasing of carbon allowances	Alan Denford / Finance Team / All Services	Medium	Medium	Ongoing from April 2011	circa £320k	N/A	N/A	N/A	Green	Agreements have been made for allowance purchases with Alan Denford
<b>F2</b>	Identify key finance contacts for local monitoring	Finance Team / All Services	Low	Low	Ongoing from April 2012	N/A	N/A	N/A	N/A	Amber	
<b>F3</b>	Continue recycling the Salix fund to implement carbon reduction initiatives.	Jason Taylor / Finance	High	High	Ongoing	Total fund £408k			circa 400 tonnes each time fund is recycled.	Green	Agreements already formally in place to continue fund.



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# Agenda Item 11

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	FUNDING FLEXIBILITIES FOR TRANSPORT INITIATIVES		
<b>DATE OF DECISION:</b>	18 JANUARY 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT		
<b>AUTHOR:</b>	Name:	Frank Baxter	Tel: 023 80832079
	E-mail:	frank.baxter@southampton.gov.uk	

## STATEMENT OF CONFIDENTIALITY

Not applicable.

## SUMMARY

The report seeks approval to implement a new process that will allow greater funding flexibility for financing transport studies and initiatives. In order to do this Members are asked to approve the implementation of a funding swap between local transport plan capital funding with on street car parking revenue funding.

## RECOMMENDATIONS:

- (i) To agree to the principle of swapping Local Transport Plan capital funding with On Street Car Parking Account revenue funding in order to fund transport studies and initiatives.
- (ii) To approve the addition to Environment and Transport Portfolio's revenue estimates of a Transport Initiatives Feasibility Study budget of up to £195,000 in 2009/10 and up to £500,000 in 2010/11, funded by contributions from the On Street Car Parking Account.

## REASONS FOR REPORT RECOMMENDATIONS

1. Our current funding processes do not allow the council to undertake important transport initiatives using Local Transport Plan Capital Funding. Current practice for funding such work is not formalised or clearly defined. There is a need to identify revenue funding for such initiatives. The new processes being proposed in this report embrace the new project management process being implemented across the Council and will systematically test value for money before committing to a project. This will lead to a capital programme which is directly and demonstrably linked to our priorities as an authority.

## CONSULTATION

- 2 Not applicable.

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

- 3 To continue with the existing process of undertaking feasibility has been considered and rejected. This is because it does not allow the flexibility required to meet new challenges facing the city. In addition an audit review of funding feasibility studies questioned the existing mechanism for funding studies where no capital asset is likely to result.

### **DETAIL**

4. The City now faces new challenges. They include:
- the need to undertake large scale feasibility works in advance of major schemes
  - Local Transport Plan 3 guidance requires that local transport plans should have a minimum of three year capital programmes as opposed to annual
  - to implement the principles of the new capital programme management system, PM connect, into the management of the capital programme. This requires that certain procedures and scheme gateways are adhered to.
  - an internal audit of the transport feasibility and scheme selection process associated with the Local Transport Plan (LTP) has identified programme management deficiencies. The proposals in this report seek to address these deficiencies by formalising the approval process for studies and ensuring that there are records of the decision and need for a scheme.
5. To undertake proper feasibility studies to ensure cost-effective capital spend in future years, the 2009-2010 Capital Programme has been reduced in order to allow a capital to revenue swap. This has made £195,000 revenue funding potentially available for studies. It is also proposed that a similar swap of £500,000 take place in the 2010-2011.
6. The amount of the swap possible depends on the size of the respective programmes and income from on street parking. It will not always be possible or necessary to swap funding in every year. Therefore, the intention is to swap funding as the opportunity and the need arises.
7. The benefit of doing so are:
- Schemes will be better designed and more likely to achieve desired outcomes;
  - The City will be able to fund studies that do not have a capital asset at the end;
  - Contributions to fund revenue expenditure will be taken as and when required, up to the agreed amount, to give flexibility in the programming of work;
  - It will be possible to create revenue recourses for funding large schemes namely major scheme business cases such as the strategic access to Southampton study;
  - It will reduce pressures on future years budgets for funding major scheme work by allowing the financial impact of large year spends to

be spread over a number of years;

- The City will be able to resource revenue initiative like road safety campaigns, travel awareness and smarter travel towns from LTP funding rather than locally raised sources; and
- The council currently borrow funding in order to pay for car park infrastructure improvements. The use of LTP funding will reduce the councils borrowing requirement for car park infrastructure. This will lead to reduced interest rate payments and savings to the On Street Car Parking Account.

8. The swap will not necessarily result in reduced infrastructure on the ground as the proposed changes formalise a process which takes place informally at the moment. In addition, revenue funding can be spent on capital schemes if required.

### **Management of Feasibility Studies**

9. Most revenue feasibility studies will be under the delegated authority limit. Delegated authority powers will be used to authorise the addition of revenue budgets on a study by study basis. As a result Members will retain broad control of the overall scale and direction of the feasibility programme and priorities for studies but in a proportionate way to the level of the feasibility funding requirement.
10. The highways Capital Programme Board (chaired by the Director of Environment and attended by the Environment portfolio holder) meets on a monthly basis to manage the capital programme. It has ratified the setting up of a new board called the Feasibility Board. The feasibility board has no approval authority but is responsible for recommending to the Capital Programme Board what feasibility studies should be supported and which schemes should be recommended for approval.
11. The process means that the development of the programme and undertaking of studies will be compliant with the new project management toll to be implemented in all parts of the Council, called PM Connect. This will be used to access bids for feasibility funding against a number of policy agendas and LTP objectives and targets, deliverability and affordability considerations. It will also be possible to manage the feasibility studies in light of a longer term indicative programme so that priorities between schemes can be managed. The benefits of this approach include:
  - better and more targeted schemes being implemented;
  - the reduction in abortive or unnecessary development work;
  - a strategic overview of the programme and better investment decisions; and
  - a process by which bigger and more complex schemes can be developed.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

12. The 2009-2010 Capital Programme has been reduced in order to allow a capital to revenue swop. This has made £195,000 revenue funding potentially available for studies. It is also proposed that a similar swap of £500,000 take place in 2010-2011. The proposed capital to revenue swap will lead to increased funding flexibility and an improvement in the way funding for schemes is managed.
13. Capital schemes that were originally to be funded, directly or indirectly, by contributions from the On Street Car Parking Account revenue funding will now be funded from Local Transport Plan capital funding. These include Traffic Signals, Parking Information Signs and the Multi Storey Car Park Refurbishment Programme.

### **Revenue**

14. The On Street Car Park Account funding will now be used to create a Transport Feasibility Study budget within Environment and Transport Portfolio's revenue estimates of £195,000 in 2009/10 and £500,000 in 2010/11. As the total revenue activity exceeds £200,000, Financial Procedure Rules require that the increase in expenditure budgets is approved in a report to Cabinet. In future years, the level of revenue funding for feasibility studies will be determined, as part of the budget setting process.

### **Property**

15. The undertaking of feasibility studies will help to identify property issues associated with scheme at an early stage in the development process. This may help in reducing abortive work and in identifying deliverability issues for scheme earlier on in the development process allowing better decision making and more timely resolution of property issues.

### **Other**

16. None

## **LEGAL IMPLICATIONS**

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

17. Scheme feasibility studies are undertaken in accordance with a variety of statutory powers and duties. In each case, prior to undertaking the study, officers will be required to satisfy themselves that they have the legal power to undertake the study in question, whether under scheme specific Acts or s.2 Local Government Act 2000 subject to having prior regard to the provisions of the Council's Community Strategy.

### **Other Legal Implications:**

18. Funding originally derived from the On street parking account is subject to restrictions in relation to the use of any surplus. The use of any surplus is governed by Section 55 of the Road Traffic Regulation Act, 1984 which specifies that the surplus may be used for:-



- making good to the General Fund for any deficits incurred in the On-Street Parking Account during the previous four years; or
- meeting the cost of the provision and maintenance of off-street car parking in the Borough, or in another Local Authority. (In 2001 the Council Cabinet agreed that further off-street public parking could be considered unnecessary in the light of the funded proposal to build Seven Kings car park and the absence of any proposals for new parking facilities in the District Centres or the remainder of the Borough).

19. If, however, it is considered unnecessary or undesirable to provide further off-street parking in this area, the surplus may then be used to fund any of the following:-

- public passenger transport services;
- highway improvement works;
- highway maintenance; or
- the costs of anything that has the approval of the Mayor of London and which facilitates the implementation of the Mayor's transport strategy.

Any unspent surplus in the accounts has to be carried forward in the account or allocated to fund future spending projects. Any unspent project money has to be returned to the account.

#### **POLICY FRAMEWORK IMPLICATIONS**

20. There are no policy framework implications

#### **SUPPORTING DOCUMENTATION**

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

#### **Appendices**

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

1.	None
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#### **Background Documents**

Title of Background Paper(s)

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

1.	None	
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**Background documents available for inspection at:**

**KEY DECISION? YES**

<b>WARDS/COMMUNITIES AFFECTED:</b>	All
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# Agenda Item 12

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	DISPOSAL OF LAND FOR AN AFFORDABLE HOUSING SCHEME IN DERBY ROAD.		
<b>DATE OF DECISION:</b>	18 JANUARY 2010		
<b>REPORT OF:</b>	CABINET MEMBER FOR HOUSING AND LOCAL SERVICES		
<b>AUTHOR:</b>	Name:	Sherree Stanley	Tel: 023 8083 2632
	E-mail:	Sherree.stanley@southampton.gov.uk	

## STATEMENT OF CONFIDENTIALITY

None

## SUMMARY

This report seeks authority to dispose of the site of the former Neighbourhood Advice Centre at Rope Walk, Derby Road to a partner housing association to be redeveloped as affordable housing. A scheme is proposed that would provide 6 affordable homes: four 1 bed bungalows and two 2 bed houses.

## RECOMMENDATIONS:

- (i) To agree to dispose of the site at Rope Walk, Derby Rd to a partner housing association to facilitate an affordable housing scheme and retention of the community garden.
- (ii) To determine that the disposal will contribute to the improvement of social well-being of residents.
- (iii) In the event that further grant is not available from the Homes and Communities Agency, to approve
  - The addition of a scheme to the Housing General Fund Capital Programme in the sum of £160,000 to provide grant aid to assist a partner Registered Social Landlord (RSL) to develop this site;
  - The equivalent reduction in the uncommitted provision within the Housing General Fund Capital Programme for the provision of grant aid to RSL's for new social housing developments; and
  - For the purpose of Finance Procedure Rules, capital spending of up to £160,000 on this scheme.
- (iv) Delegate authority to the Executive Director of Neighbourhoods following consultation with the Cabinet Member for Housing and Local Services, Solicitor to the Council, Head of Finance and Head of Property and Procurement to agree detailed terms of the disposal.
- (v) Delegate authority to the Executive Director of Neighbourhoods following consultation with the Cabinet Member for housing and

Local Services, Solicitor to the Council, Head of finance and Head of Property and Procurement to agree the future management arrangements for the Community Garden.

## **REASONS FOR REPORT RECOMMENDATIONS**

1. The Council's Housing Strategy 2007-2011 sets as a key priority 'Developing Balanced & Sustainable Communities' including the provision of 2,000 new affordable homes. This priority reflects the high levels of housing need in the City confirmed by the Housing Needs & Housing Market Survey 2006, which identifies a shortfall of 1,391 affordable housing units each year in the city. There are currently over 14,000 households on the Council's housing register.
2. The recommendation would facilitate the freeing up existing family sized affordable homes by providing new smaller homes on the site suitable for existing tenants wishing to transfer from larger homes.

## **CONSULTATION**

- 3 The proposals set out in this report were the subject of consultation (from October to December 2008) regarding changes to the Neighbourhood Advice Service made as part of the council's 2009/10 budget setting process. These stated, 'the Cabinet is keen to safeguard the use of the Rope Walk community garden and to see the site developed for exemplar affordable housing'
- 4 Proposals have also been the subject of consultation with partner housing associations and the details of the proposed final scheme for the site will be the subject of community consultation. The disposal of the site to a partner housing association was also subject to consultation as part of the council's budget setting process for 2009/10
- 5 Approval of the report's recommendations will make a positive contribution towards meeting the objectives and targets set out in the Housing Strategy Statement 2007-2011, which highlights the provision of new additional affordable housing in the City as a key priority

## **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

- 6 Sell the site in the open market: Whilst this option would generate a 100% usable capital receipt from the sale of the site, this option would not contribute to the provision of new affordable housing in the City to help meet the need for 1,391 new units of affordable housing per year identified in the Housing Needs Survey. This also might lead to development unsympathetic with the garden site at the rear of the property, It is not recommended that this option is pursued.

## **DETAIL**

- 7 Land at Rope Walk comprises of two elements. Firstly, the Neighbourhood Advice Centre which was decommissioned as part of the 2009/10 budget setting process. The centre was closed in May 2009 and the service reconfigured to form the Housing and Money Advice Service relocated at Southbrook Rise. This service now has a strong focus on providing an outreach service throughout the whole of Southampton. The centre has not been used since its closure and it is this land which this report seeks to dispose of to HydeMartlet Housing Association..

- 8 Secondly, at the rear of the Centre is the former Neighbourhood Advice Centre is the Ropewalk Community Garden. This is managed by a group of volunteers, who give their time to a range of activities from gardening to arts and crafts. The 'Friends' of the Garden are a legally constituted body who have attracted funding and support from agencies such as the Environment Centre, University of Southampton and Groundwork. This proposal would not alter the nature of the Community Garden. The council supports the continuation of this project and the provision of the garden within the inner city. The council is in discussions with HydeMartlet Housing Association and the Friends of the Ropewalk Community Garden about how this part of the site is best managed in the future. There is no revenue budget provision in relation to the community garden so the future operational arrangements will need to be at no cost to the Council.
- 9 The site is currently in the General Fund and is part of the Housing and Local Services portfolio.
- 10 The Southampton Affordable Housing Partnership (SAHP) 2007-2012 has a 5 year target to provide 2,000 new affordable homes in the city. The partnership consists of 6 partner housing associations. Homes built under this programme will contribute towards the 1,391 affordable homes needed in the city each year as identified in the Housing Needs & Housing Market Survey 2006
- 11 The council approached HydeMartlet, one of the 6 housing association partners with substantial experience of working in Southampton's inner city, to ask them to look at the viability of redeveloping the former Neighbourhood Advice Centre element of the site as affordable housing.
- 12 Given the constrained nature of the site it was identified that it would not be suitable for larger family homes despite the high level of need for such homes in the city. Instead, HydeMartlet were asked to design homes that would appeal to tenants currently under occupying larger family homes to offer them a suitable alternative home.
- 13 Following consultation with Development Control, HydeMartlet have produced a scheme for the former Neighbourhood Advice Centre part of the site that includes four 1 bed bungalows and two smaller houses, all of which can be targeted at tenants under occupying larger houses. In this way 6 existing households can be offered homes suitable for their needs and a further 6 larger families can be housed in the resulting empty homes.
- 14 All the homes would be built to a minimum of the Code for Sustainable Homes Level 3. This means they would be energy efficient homes with a lower impact on the environment and reduced fuel costs for residents. Private homes on the same site would not have to be built to this level so would not provide these benefits.
- 15 There is an existing right of way across the development site which links Oxford Ave to the community garden and on to the Central Mosque. There is no plan to alter this right of way, although there might be some unavoidable interference during construction and if this is the case all appropriate negotiations will take place with affected parties.
- 16 HydeMartlet carried out a viability assessment on the proposed scheme and

concluded that in order to pay the Council the market price for the land they would need additional grant. Due to the abnormal costs involved with building on a narrow site. There will also be considerable demolition costs and a likelihood of contamination from previous uses of the land.

- 17 Development of the site is constrained due to overlooking issues in respect of adjacent houses which back on the site on both sides and to access issues. Theoretically a higher density flatted residential scheme might be more financially viable on the site. Alternatively, the site could potentially be sold for conversion to flats (subject to planning) or for commercial use. However this would not help the council meet the need for family homes.
- 18 It is anticipated that if approval is given for disposal to a housing association that the council will continue to work with HydeMartlet to progress their proposed scheme. However if for any reason they were unable to progress the scheme then the council would seek to progress the scheme with another partner. Any disposal to HydeMartlet would be subject to their Board approval.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

- 19 The disposal will generate a capital receipt which is estimated at £160,000. This receipt will be available to fund schemes in the General Fund Capital Programme.
- 20 As noted in paragraph 16, for the development to be viable for a partner RSL it is necessary for additional grant of £160,000 to be made available for this scheme. Discussions are taking place with the Homes and Communities Agency about the availability of such a grant. In the event that this is not forthcoming it is proposed that up to £160,000 is made available from the uncommitted provision of £999,000 within the Housing General Fund Capital Programme for providing support to RSL's to develop new social housing in the City. The recommendations seek approval to change the capital programme to reflect this and give scheme approval for the project.

### **Revenue**

- 21 The savings from no longer having to maintain the Ropewalk have already been taken into account in setting the revenue budgets for 2010/11.

### **Property**

- 22 The former Neighbourhood Advice Centre is surplus to Council requirements.
- 23 The site is constrained and has limited redevelopment potential. The existing building could be retained for office use or, subject to planning, converted into flats.

### **Other**

- 24 None

## **LEGAL IMPLICATIONS**

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

- 25 Section 123 of the Local Government Act 1972 and Section 2 Local

Government Act 2000.

- 26 The provision of affordable housing achievable through these proposals will assist in securing the promotion of the economic and social well being of the area by helping to meet the housing needs of those unable to afford homes in the private sector. The provision of new affordable homes is also identified in the Southampton Strategy as a way to help meet the priority of providing an 'attractive, sustainable and stimulating environment'.
- 27 Property Services have carried out a valuation of the potential open market value of the site and have calculated this to be £160,000. This amount is the capital receipt that will be forgone if the site is disposed of for affordable housing.

**Other Legal Implications:**

- 28 None.

**POLICY FRAMEWORK IMPLICATIONS**

- 29 The proposals contained within this report will contribute positively to meeting the priorities to develop balanced and sustainable communities including the provision of more affordable homes in the city, and preventing homelessness, as set out in the Housing Strategy 2007-11 and to secure the Medium Term Plan & Corporate Improvement Plan targets of 2,000 new affordable homes completed between 2007/2012

**SUPPORTING DOCUMENTATION**

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

**Appendices**

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

1.	None
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**Background Documents**

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

1.	None	
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**KEY DECISION** Yes

**WARDS/COMMUNITIES AFFECTED:**

Bevois

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# Agenda Item 13

<b>DECISION-MAKER:</b>	CABINET MEMBER FOR CHILDREN'S SERVICES		
<b>SUBJECT:</b>	DETERMINING PROPOSALS TO ESTABLISH NEW SPECIAL EDUCATIONAL NEEDS LEARNING CENTRES AT SIX SECONDARY SCHOOLS		
<b>DATE OF DECISION:</b>	18 JANUARY 2010		
<b>REPORT OF:</b>	HEAD OF INFRASTRUCTURE AND CAPITAL PROJECTS		
<b>AUTHOR:</b>	Name:	KEVIN VERDON	Tel: 023 80917593
	E-mail:	kevin.verdon@southampton.gov.uk	

## STATEMENT OF CONFIDENTIALITY

None

## SUMMARY

Southampton's schools are being transformed to provide the best educational experience and outcomes for all children and young people. The City's aspirations for children and young people with Special Education Needs (SEN) are at the heart of this ambition. This report outlines the response to the statutory consultation carried out in relation to Phase 1 of the SEN Review, to meet the future needs of the city's secondary school children and young people. It also determines the changes that will be needed in the structure of SEN in resourced provision in secondary schools in order to deliver these services.

Phase 1 focuses on the creation of specialist Learning Centres at the five secondary schools currently proposed to be remodelled or refurbished under Building Schools for the Future (Wave 6A). These are; St George Catholic College, Chamberlayne College for the Arts, Upper Shirley High, Bitterne Park and The Sholing Technology College. The report also proposes changes to the specialist provision at Cantell Maths and Computing College for children with specific learning difficulties. This will align with the timetable and enable the proposals to be fed into the Outline Business Case for Southampton's BSF programme, providing state of the art facilities for high quality learning. The report determines that the six new Learning Centres are created for pupils aged 11 to 16 with the following special educational needs:

- Learning Difficulties (LD) (two Learning Centres)
- Physical Difficulties (PD)
- Visual Impairment (VI)
- Autistic Spectrum Disorder (ASD);
- Behavioural, Emotional and Social Difficulties Support Provision (BESD) for vulnerable young people.

This determination has been informed by widespread informal debate, pre-statutory and statutory consultation with a range of stakeholders, including: schools, colleges and their communities; parents and young people; staff, agencies within the Children's Services Trust/Partnership, other Local Authorities and independent providers. The analysis of pre-statutory feedback was provided in the report of 7 September 2009 and more detailed analysis of feedback for the statutory consultation is provided is attached as Appendix 1.

### **RECOMMENDATIONS:**

- (i) To note the outcome of statutory consultation as set out in Appendix 1 of this report and the associated documents in the Members' Rooms.
- (ii) To approve the following statutory proposals for changes to SEN provision in the city's secondary schools:
  - (a) Chamberlayne College for the Arts (Foundation School): To add a 12 place Physical Learning Difficulties Centre for boys and girls aged 11 to 16 from 1<sup>st</sup> September 2013.
  - (b) Upper Shirley High School (Foundation School): To add a 12 place Visual Impairment Learning Centre for boys and girls aged 11 to 16 from 1<sup>st</sup> September 2013.
  - (c) St George Catholic College (Voluntary Aided School): To add a 10 place Learning Difficulties Learning Centre for boys aged 11 to 16 from 1<sup>st</sup> September 2013.
  - (d) Cantell Maths and Computing College (Community School): To change the type of existing SEN provision from providing 20 places for pupils with Specific Learning Difficulties to providing 10 places for pupils with a range of Learning Difficulties from 1<sup>st</sup> September 2011. The resultant Learning Centre will provide places for boys and girls aged 11 to 16 years.

To approve the following modified proposals:

- (e) Bitterne Park School (Community School): To add a 15 place Autistic Spectrum Disorder Learning Centre for boys and girls aged 11 to 18 years from 1<sup>st</sup> September 2013 (modified age range). Bitterne Park will have acquired a Sixth Form by September 2013, so the change in age range from 11 – 16 as originally published for the Learning Centre to 11 – 18 reflects this.
  - (f) The Sholing Technology College (Community School): To add a 10 place Behavioural, Emotional and Social Difficulties Support Learning Centre for vulnerable pupils for boys and girls aged 11 to 16 from 1<sup>st</sup> September 2015 (modified unit name). Previously referred to in the 7 September 2009 Report as a Nurture Learning Centre and in statutory notices as a Learning centre for emotionally vulnerable pupils.
- (iii) To delegate authority to the Executive Director of Children's Services and Learning, following consultation with the Cabinet Member for Children's Services, to do anything necessary to give effect to the recommendations in this report.

- (iv) To delegate authority to the Solicitor to the Council to take any action necessary to comply with the requirements of the School Standards and Frameworks Act 1998 and associated legislation, and compliance with statutory representation procedures, to give effect to the recommendations in this report.

## **REASONS FOR REPORT RECOMMENDATIONS**

- 1 To provide high quality placements for the future changing profile of children and young people with SEN, and promote an inclusive approach to meet their additional learning needs
- 2 To increase flexibility and choice through creating a continuum of provision for SEN from mainstream schools, through Learning Centres to Special Schools.
- 3 To maximise the funding opportunities from Building Schools for the Future.
- 4 To achieve value for money by reducing spare places and reducing potential increases in the cost of 'out of city' placements.
- 5 To continue to improve the quality of provision for children and young people with SEN through developing a network of expertise across the City.

## **CONSULTATION**

- 6 Pre-statutory consultation with a wide range of stakeholders has included: web-based communication; 'drop in' sessions, focus groups, a schedule of meetings with schools and their communities and a Children's Partnership Conference. Full details of these consultations were provided in the report of 7 September 2009.
- 7 Statutory consultation was held between 7<sup>th</sup> October 2009 and 18<sup>th</sup> November 2010. It elicited two responses.
- 8 The first respondent suggested that the proposed two Learning Difficulty (LD) centres were too close together and should be situated in different parts of the city. Whilst we acknowledge that there may be some merit in having one LD centre in the east of the city and one LD centre in the west, there are a number of reasons why St George and Cantell were chosen.
- 9 Pupils stated with a Learning Difficulty are predominantly male, so it made sense to situate one of the LD centres in the city's only boys' school, St George. Cantell was about to lose its SpLD unit and so it was an ideal opportunity to re-use that resource as an LD centre. Both St George and Cantell are fairly well accessible to pupils both in the east of the city and the west.
- 10 The second respondent, whilst fully supporting the proposals, wished to confirm two things. Firstly that should, for any reason BSF not go ahead, then the creation of the Learning Centre would not go ahead; and secondly that pupils allocated to the Learning Centres are supernumerary to the Published Admission Number. We can confirm both of these.

- 11 The second respondent also raised concern about the need for an early agreement on the initial and ongoing funding of the Learning Centres. We can confirm that the Learning Centres will be funded by redistributing budgets within Children's Services and Learning. One off set up funding will also be agreed with the relevant schools, prior to the Centres opening.

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

- 12 The option to create a new 12 place Learning Centre for pupils aged 11 to 16 with Behaviour, Emotional and Social Difficulties (BESD) at a secondary school in phase one of Building Schools for the Future (Wave 6A) was considered. This option was discarded as small units for children and young people with BESD are difficult to manage within a mainstream school and do not provide a sufficiently broad range of curriculum options for the students. This option was also not supported by the headteachers during initial consultation.
- 13 The options for creating a 20 place Learning Centre at St George Catholic College or maintaining the 20 place provision at Cantell were considered but discarded. Issues and views were expressed during the consultation about the level of provision and the number of places. The decision to split the 20 places between the schools aims to raise the levels of expertise in both schools and provide more places for boys. This is in response to the significant gap in attainment between boys and girls and the significant difference in the data showing treble the number of boys with Learning Difficulties, compared with girls, whilst maintaining equality of access for girls. It also reduces the impact of large numbers of young people with SEN in a small secondary school like St George, with the associated impact on published examination results. It maximises the opportunity to access funding to provide a state of the art facility at St George through BSF. It is also a rationale for discarding the option of opening the provision at Woodlands, as suggested by one consultee.
- 14 The number of places in Learning Centres will be kept under review on an annual basis to ensure the provision is fit for purpose and meets the needs of Southampton's young people.

### **DETAIL**

- 15 These proposals, meet the Statutory SEN Improvement Test set out in the school organisation framework. The proposals will lead to the following improvements in the quality and range of provision for children and young people with special educational needs.
- a) Improved access to educational provision within a mainstream school by increasing choice and flexibility in the range of placements.
  - b) Improved access to wider school activities, facilities and equipment in state of the art buildings, as outlined in the Local Authority's Accessibility Strategy, Readiness to Deliver and Strategy for Change Part 1 for Building Schools for the Future.
  - c) Improved access to Southampton's highly regarded specialist services for children and young people with Visual Impairment and Autistic Spectrum Disorder, including specialist teacher advisers.

- d) Wider range of provision on offer will mean that parents of children with special needs will have a wider choice when considering options for secondary education.
- e) There will be more efficient coordination of the 'Team around the Child' within Southampton's Children and Young People's Partnership.
- f) Increased access to expertise and outreach from specialist services and special schools.
- g) Increased range of provision for children and young people with Learning Difficulties and those receiving home tuition to boost opportunities and raise standards, narrowing the gender gap in achievement.

15 Impact on other provision within the City:

- a) Reducing the surplus places in the provision at Cantell for children and young people with specific learning difficulties will broaden opportunities for those with a wider range of Learning Difficulties. The 3 students currently placed in the Centre at Cantell will not be displaced as the incremental change to broaden the criteria for admission to the Learning Centre is implemented. The reduction of ten places at the Cantell Learning Centre will be provided through the new 10 place Learning Centre proposed for St George, providing more places for boys to meet the higher level of need within Southampton.
- b) The increase in specialist provision within mainstream schools is predicted to change the nature of the children and young people in the special school sector. More pupils with profound and multiple learning difficulties will be educated in the special school sector, as increased choice in placements is made available for those young people with less profound difficulties, in line with the increase in parental preference. This may impact on the reorganisation at Phase 2 of the SEN Review and the removal of any surplus places whilst ensuring sufficient capacity for the increasing number of young people with complex needs and longer life expectancy.

16 These proposals for SEN reorganisation contribute to a clear strategic framework to meet the full range of SEN projected for the future. Pupils who are having their special educational needs met more fully, will inevitably perform better and contribute to raising standards in the city, as well as improving their chances of staying on to further education.

## **FINANCIAL/RESOURCE IMPLICATIONS**

### **Capital**

17 The capital resources required to deliver the proposals for establishing new Learning Centres in the five Building Schools for the Future schools will be funded through a combination of the BSF Wave 6A programme funding and also the 14-19 Diplomas, SEN & Disability targeted capital fund grant.

- 18 The BSF programme allows mainstream schools with resourced provision to be allocated an area-per-pupil place to cover additional area or equipment costs over and above the allocated funding based on *BB102: Designing for disabled children and children with special educational needs*, which allows for specialist facilities such as multi-use spaces to support local needs, small rooms used for learning and behaviour support or for SEN services, or spaces for medical or therapy use, equipment, storage circulation and toilets.
- 19 There will be no major capital required at Cantell as the building is 'Fit for Purpose' as part of a new PFI School.

### **Revenue**

- 20 The ongoing revenue costs of running the Learning Centres will be met from within the Children's Services and Safeguarding Portfolios. Opening the Centres should lead to cost reductions, for example reducing the need to place pupils in more expensive out of city provision. In addition, some services, and their budgets, which are currently operated within the Safeguarding Division may be relocated to the Learning Centres. It is anticipated that the following budgets will be used to help fund the Centres:
- a. The Individual Schools Budget
  - b. Special Teacher Advisors
  - c. Out of City
  - d. Behavioural Resource Service
- 21 One off set up costs for the units will also be funded from the Individual Schools Budget following consultation with the Schools Forum.

### **Property**

- 22 The property implications arising from this report will be considered as part of the BSF reporting framework. They will be the subject of further detailed consideration in subsequent papers around the whole BSF project. This will include, as required by Financial Regulations, the results of any formal option appraisals where the investment is over £2 million.

### **Other**

- 23 The SEN Review requires additional resources in terms of staff time and expertise alongside the external consultancy support for the project. In particular, the need for identified staff to work very closely with the 6 schools and their governors to develop the criteria for access to the Learning Centres and the creation of a network of expertise around each specialism with special school colleagues and specialist agencies. These resources will be identified from within the Children's Services and Learning Directorate.

## **LEGAL IMPLICATIONS**

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

- 24 The Local Authority has a duty under section 14 of the Education Act 1996 to secure sufficient high quality places for children and young people with SEN.
- 25 Proposals for adding or removing SEN units from mainstream schools or for changing the type and nature of existing provision may only be made following public consultation and a statutory decision making process.

- 26 The procedure for making the changes referred to above is set out in the School Organisation (Prescribed Alterations to Maintained Schools) Regulations 2007 together the statutory guidance for Local Authorities and Governing Bodies (document in Members rooms) issued by the Secretary of State.
- 27 The Local Authority will be the decision maker for all proposals. Rights of appeal to the school adjudicator exist in certain limited circumstances

**Other Legal Implications:**

- 28 There is a strong national legislative framework that informs the practice of the Local Authority in meeting the needs of children and young people with SEN. The proposed options set out are in line with: the Disability Discrimination Act (2005), the Children Act 2004, SEN Code of Practice (2002) and Every Child Matters (2004). In developing the proposals regard has been had to all material Equalities legislation and the requirements / impact of the proposals on individuals and communities under the Human Rights Act 1998.

**POLICY FRAMEWORK IMPLICATIONS**

- 29 Phase 1 of the SEN Review is set within the context of the 2009-2012 Children and Young Peoples' Plan which makes the inclusion of children and young people with disabilities and learning difficulties a key priority. These proposals are set within the 14 to 19 Strategy to broaden the Curriculum, opportunities and pathways for young people with SEN. This will be continued as a focus for the Post 16 provision at the next stage of the SEN Review.
- 30 It underpins the Council's ambitions and commitment to Estate Strategy and Planning, outlined in the 'Readiness to Deliver' document for BSF, agreed at the full council meeting on the 19<sup>th</sup> March 2009.

## SUPPORTING DOCUMENTATION

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

### **Appendices**

1.	Response to Statutory Consultation
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### **Documents In Members' Rooms**

1.	SEN Review Phase 1 Consultation Booklet.
2.	Copies of the original consultation responses and records of meetings held as part of the consultation.
3.	"Making Changes to Maintained Mainstream Schools (other than expansion) : Decision Makers Guidance for Local Authorities and Governing Bodies".

### **Background Documents**

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

1.	Cabinet Paper of 1st June 2009. Special Educational Needs Review	
2.	Cabinet Paper of 7 <sup>th</sup> September 2009 SEN Review Phase 1: Statutory Proposals to establish Learning Centres at six secondary schools.	

**Background documents available for inspection at:** Frobisher House,  
Southampton

**KEY DECISION**                      YES

<b>WARDS/COMMUNITIES AFFECTED:</b>	ALL
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## Appendix 1

Response Type	Date Received	Comments	Response Sent
Email	13/10/09	Would it not serve the needs of children/families better to have one learning campus on each side of the city so that children were nearer their homes and friends	Automated email 13/10/2009
Email	18/11/09	Although BSF is on the agenda, there needs to be clarity if new buildings at Bitterne Park are not built. Not possible for Bitterne Park to incorporate ASD learning centre without an additional building. Confirmation that these 15 extra pupils number places are in fact extra numbers to school admissions and not taken from mainstream numbers. Early agreement needs to be finalised about the initial and ongoing funding of the learning centre so that that staffing and resourcing can be suitably planned for in advance.	Email sent 18/11/2009

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