

ANNUAL COUNCIL MEETING

Wednesday, 4th June, 2014

11.00 am – Guildhall – Civic
Centre

2.00 pm - Council Chamber -
Civic Centre

This meeting is open to the public

Members of the Council

The Mayor – Chair

The Sheriff – Vice-chair

Leader of the Council

Members of the Council (See overleaf)

Contacts

Director of Corporate Services

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WARD	COUNCILLOR	WARD	COUNCILLOR
Bargate	Bogle Noon Tucker	Millbrook	Denness Galton Thorpe
Bassett	Hannides B Harris L Harris	Peartree	Keogh Lewzey Dr Paffey
Bevois	Barnes-Andrews Burke Rayment	Portswood	Claisse Norris O'Neill
Bitterne	Letts Lloyd Stevens	Redbridge	McEwing Pope Whitbread
Bitterne Park	Baillie Inglis White	Shirley	Chaloner Coombs Kaur
Coxford	Morrell Spicer Thomas	Sholing	Mrs Blatchford Hecks Jeffery
Freemantle	Moulton Parnell Shields	Swaythling	Mintoff Painton Vassiliou
Harefield	Daunt Fitzhenry Smith	Woolston	Chamberlain Hammond Payne

PUBLIC INFORMATION

Role of the Council

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

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

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

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

Public Involvement

Representations

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

Petitions

At a meeting of the Council any Member or member of the public may present a petition which is submitted in accordance with the Council's scheme for handling petitions.

Petitions containing more than 1,500 signatures (qualifying) will be debated at a Council meeting.

Deputations

A deputation of up to three people can apply to address the Council. A deputation may include the presentation of a petition.

Questions

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

Southampton City Council's Priorities:

- **Economic:** Promoting Southampton and attracting investment; raising ambitions and improving outcomes for children and young people.
- **Social:** Improving health and keeping people safe; helping individuals and communities to work together and help themselves.
- **Environmental:** Encouraging new house building and improving existing homes; making the city more attractive and sustainable.
- **One Council:** Developing an engaged, skilled and motivated workforce; implementing better ways of working to manage reduced budgets and increased demand.

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

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

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

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

Proposed Dates of Meetings (Municipal Year 2014/15)

2014	2015
16 July	11 February (Budget)**
17 September	18 March
19 November	20 May (AGM)"

*Date Subject to the election schedule.

** Proposed date change from the 18th February 2015

CONDUCT OF MEETING

FUNCTIONS OF THE COUNCIL

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

RULES OF PROCEDURE

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

BUSINESS TO BE DISCUSSED

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

QUORUM

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

DISCLOSURE OF INTERESTS

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

DISCLOSABLE PECUNIARY INTERESTS

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

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

(ii) Sponsorship:

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

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

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

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

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

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

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

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

Other Interests

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

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

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

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

Principles of Decision Making

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

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

In exercising discretion, the decision maker must:

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

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

Tuesday, 27 May 2014

TO: ALL MEMBERS OF THE SOUTHAMPTON CITY COUNCIL

You are hereby summoned to attend the Annual Meeting of the COUNCIL to be held on WEDNESDAY, 4TH JUNE, 2014 in the GUILDHALL, CIVIC CENTRE at 11.00 am at which meeting the business set out in items 1 and 2 are proposed to be transacted, and in the COUNCIL CHAMBER - CIVIC CENTRE in the afternoon at 2.00 pm when the business set out in items 3 onwards are proposed to be transacted:-

1 TO ELECT A MAYOR FOR THE ENSUING YEAR

2 TO ELECT A SHERIFF FOR THE ENSUING YEAR

3 APOLOGIES

To receive any apologies.

4 MINUTES

To authorise the signing of the minutes of the Council Meeting held on 19th March 2014, attached.

5 ANNOUNCEMENTS FROM THE MAYOR

Matters especially brought forward by the Mayor.

6 ELECTION OF THE LEADER

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

7 ANNUAL REVIEW OF THE CONSTITUTION

Report of the Head of Legal and Democratic Services detailing the annual review of the Council's Constitution.

8 APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES AND OTHER BODIES

a Appointment of Members

The Leader to move that, subject to alterations as may from time to time be made by the Council, the necessary Committees, Sub-Committees and other

bodies and external organisations be appointed by the Council with the number and allocation of seats to political groups as set out in a schedule to be tabled at the meeting.

b Appointment of Chair

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

9 CALENDAR OF MEETINGS

To approve the following dates for meetings of the Council in the 2014/15 Municipal Year:

16th July 2014

17th September 2014

19th November 2014

11th February 2015 (Budget) ** Proposed change from the 18th February 2015

18th March 2015

20th May 2015 * Date subject change awaiting confirmation of election dates

10 DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS

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

11 EXECUTIVE BUSINESS

Report of the Leader of the Council, attached.

12 MOTIONS

No Motions have been received for this meeting.

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

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

14 EDUCATION CAPITAL PROGRAMME 2014/15

Report of the Cabinet Member for Education and Change seeking approval for proposals to add £3,071,000 of non-ring-fenced capital grant to the Education Capital Programme, attached.

15 DESKTOP REFRESH PROGRAMME

Report of the Cabinet Member for Resources seeking approval from Council to add funding to the Capital programme, attached.

16 OVERVIEW AND SCRUTINY ANNUAL REPORT 2013/2014

Report of the Chair of the Overview and Scrutiny Management Committee detailing the Overview and Scrutiny Management Committee Annual Report 2013/14 in accordance with the Council's Constitution, attached.

17 CITY COUNCIL AND EUROPEAN ELECTIONS 2014

Report of the Returning Officer detailing the results of the City Council elections on 22nd May 2014, attached.

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

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

M R HEATH
Director of Corporate Services

SOUTHAMPTON CITY COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON 19 MARCH 2014

Present:

The Mayor, Councillor White
The Sheriff, Councillor Mrs Blatchford
Councillors Baillie, Barnes-Andrews, Bogle, Burke, Chaloner, Claisse, Cunio, Daunt, Fitzhenry, Furnell, Hammond, Hannides, B Harris, L Harris, Kaur, Inglis, Jeffery, Keogh (item 92 onwards), Kolker, Letts, Lloyd, Mead, McEwing, Mintoff, Morrell, Moulton, Noon, Norris, Dr Paffey, Parnell, Payne, Pope, Rayment, Shields, Smith, Spicer, Stevens (Item 92, Question 9 onwards), Thomas, Thorpe, Tucker, Turner, Vassiliou, Vinson and Whitbread

88. APOLOGIES

Apologies for Absence were submitted on behalf of Councillors Laming and Lewzey.

89. MINUTES

RESOLVED that the minutes of the Council meetings held on 20th November 2013 and 12th February 2014 be approved and signed as correct records.

90. ANNOUNCEMENTS FROM THE MAYOR AND LEADER

(i) Honorary Alderman Mrs Ivy White

Members stood for a moment's silence in memory of Honorary Alderman and former Mayor, Honorary Alderman Mrs Ivy White , who sadly passed away on 3rd March, 2014.

(ii) German Students

The Mayor welcomed to the meeting German students from the University of Hof who were observing the meeting.

(iii) Last Meeting of the Municipal Year

As this was the last meeting of the municipal year and the last meeting before the elections in May, the Mayor took the opportunity to say goodbye to those councillors who would not be standing for re-election and to those who were, but did not retain their seat. On behalf of the Council, the Mayor thanked them for their hard work and the contribution they had made during their period in office.

91. DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS

It was noted that no deputations, petitions or public questions had been received.

92. EXECUTIVE BUSINESS

The report of the Leader of the Council was submitted setting out the details of the business undertaken by the Executive.

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

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

1. Cost of Dental Extractions

Question from Councillor Bogle to Councillor Shields

How many of the City's children were admitted to hospital last year for dental extractions and what was the cost of this to the local NHS?

Answer

Last year 414 children under the age of 16 were admitted to hospital for dental extractions under a general anaesthetic. Most were under the age of ten. Many of the older children would have had both primary and permanent teeth removed. The cost to the local NHS was £231,012 (hospital tariff of £558 for every admission).

This continues a trend that has seen approximately 500 children undergo this form of treatment for dental decay every year for at least two decades.

During this time there has been significant investment in preventive and targeted programmes following the best available evidence, but their impact has not led to a reduction in this very high level of severe dental decay in Southampton's children.

Since April of last year, the Council has become responsible for local public health improvement and for dental health improvement services and is continuing to invest in these programmes.

2. Evening Parking Charges

Question from Councillor Moulton to Councillor Rayment

How many parking tickets have been issued for infringements of evening parking rules since the start of 2014 and how much in cash terms do the fines total?

Answer

Since the evening charges were introduced on 5th January 2014, the total number of Penalty Charge Notices (PCNs) issued in the evenings is 1,853 (to 13th March 2014).

A lenient approach to enforcement has been undertaken in the first few months in order to ensure that people are not caught out by the new charges. As a result 115 have been cancelled. For a further 259 cases the council accepted a £2 payment instead of pursuing the PCN. In addition, warning notices have been issued.

Compliance rates suggest that awareness is now high and regular enforcement activity will commence.

The total income received from these PCNs is currently £27,988.80. However, not all of these PCNs have been paid to date and some will be the subject of representation and the Appeals service.

3. Youth Shelter Lakelands Park

Question from Councillor Moulton to Councillor Rayment

Will the Cabinet Member please approve the removal of the youth shelter in Lakelands Park in Freemantle as it is a hangout for people drinking and residents would like it removed?

Answer

No

4. Percentage Planning Thresholds for HMOs

Question from Councillor Moulton to Councillor Letts

The Administration has said that it would like to see the percentage planning thresholds equalised for HMOs. When does the Administration intend to bring about this equalisation?

Answer

The guidance on HMOs is currently being discussed as part of the on-going Scrutiny Panel A enquiry "To examine the contribution planning can make to maintaining balanced neighbourhoods and the quality of life for their residents." This process is scheduled to end in May 2014 and will agree recommendations, which will then be presented to the Administration to consider. At that stage, the Administration will consider what has been proposed and whether to accept those recommendations or to take a different approach.

5. Article 4 Direction

Question from Councillor Moulton to Councillor Letts

Will the Administration introduce an Article 4 Direction to remove permitted development rights for HMO extensions?

Answer

The Council took the view that HMOs did not have permitted development rights, in line with some recent planning inspector's decisions, and challenged the Government's interpretation of the regulations. This resulted in the Government releasing new guidance to Planning Inspectors clarifying that HMOs do have permitted development rights, in line with previous Ministerial letters that reflected that view. To reverse this with an Article 4 Direction would require the Council to

demonstrate with clear evidence that the change has led to harm and there is strong justification to reverse this process. It is not considered that this can be sufficiently demonstrated. In addition, while the Council could serve an Article 4 Direction, the Government has the potential to 'call in' any such proposal and the Planning Minister has recently done that on other Article 4 Directions (trying to reverse the office to residential changes) and so there is a strong possibility it would not be agreed but take considerable Council resource to process. Lastly, if an Article 4 Direction was introduced then a year's notice is usually given and that would give the opportunity for those being considered to be built in that year.

6. Community Languages Service

Question from Councillor Moulton to Councillor Jeffery

Can the Cabinet Member explain why the Administration is cutting funding from the Community Languages Service despite a pre election promise not to do so in 2012?

Answer

The Councillor will be aware that Southampton City Council has managed the delivery of the Community Languages Service on behalf of Hampshire, Portsmouth and Southampton local authorities over the years.

The Community Languages Service promotes, develops and delivers the teaching of community languages. The languages have been used by children of school age from minority community groups across Hampshire, Portsmouth and Southampton.

The classes are delivered by 130 tutors who are paid an honoraria payment with a maximum payment of £15 for delivery of a two hour weekly session. Students pay a voluntary contribution towards the cost of the service.

Southampton City Council has provided the management, quality assurance and business support for the service on behalf of all three authorities. Portsmouth City Council ceased to fund Community language classes in Portsmouth from July 2013. Hampshire has now confirmed that they will cease to fund the service from July 2014, as is the case for Southampton.

When it was a three authority service it cost in excess of £100K a year with Southampton's contribution being £60K+. That is split between tutor costs (approx £23K), management/admin (approx £22K) and school rental (approx £13K). Whilst the intent was to make the service self funding, this did not prove possible with the model used. Student income based on a voluntary contribution could not give a secure business model. A trust was set up and they have been trying hard to secure grant resources but have not been successful.

I have met with the Trust and have received representations along with other Councillors about this service. It is not a statutory service that the LA is required to provide and whilst it is a service that provides well for those who engage, we are having to make difficult decisions similar to that made in both Portsmouth and Hampshire (and in many other places).

I arranged for the Trust to make a presentation to the Schools Forum as a supportive opportunity and the secondary heads and college principals represented have agreed to look at the issue of community language opportunities for young people in the City.

7. Debt Traps

Question from Councillor Vinson to Councillor Letts

Will the Cabinet Member follow the example of Southwark Council by introducing a requirement for a new planning application for new betting shops, pawnbrokers and payday loan premises?

Answer

At Council on 17th July 2013, a motion was agreed to investigate whether an Article 4 Direction should be served to stop the spread of betting shops, pay-day loan premises, and cheap off licences (as well as looking into other issues). At Cabinet on 17th December 2013 a six month extension was given so the issues could be considered by a cross-departmental group and this expects to report back to Cabinet by June 2014. Proposals will be considered at that time but the example of Southwark has been noted by officers considering the proposals.

8. Household Waste Re-use

Question from Councillor Vinson to Councillor Rayment

What percentage of our household waste collected is re-used?

Answer

Currently 84% of waste handled by the council is sent for reuse, recycling, composting and energy recovery with only 16% being land filled.

The Council has set a target to reuse, recycle, compost or recover energy from over 88% of the waste it handles by 2017.

9. Council Tax Collection

Question from Councillor Vinson to Councillor Barnes-Andrews

What is the rate of in-year Council Tax collection for 2010-11, 2011-12, 2012-13 and 2013-14? What is the rate of collection for those groups affected by the reform of Council Tax Benefit? Has there been an increase in the numbers of final notices, court summonses and liability orders? Have any additional staff been employed to cope with these pressures?

Answer

1. The rates of in-year Council Tax collection for 2010-11, 2011-12, 2012-13 and 2013-were:
 - 2010-11 QRC4– 95.7%
 - 2011-12 QRC4– 95.5%
 - 2012-13 QRC4– 95.5%

The collection rate for the year to date (as at the 16th March 2014) is 94.40%. This figure will increase as further income is collected during the remainder of the month

2. The collection rate for those groups affected by the reform of Council Tax Benefit:
 - For those individuals who were in receipt of Full Council Tax Benefit in 2012/13, and who now receive support through the Council Tax Reduction Scheme, the collection rate year to date is 64%
3. Has there been an increase in the numbers of final notices, court summonses and liability orders?
 - The position as at the 1st March 2014 is as follows:

Documents produced	2012-13	2013-14 (as at 01.03.14)
Final Notices	4,781	3,975
Second Reminder	6,487	7,799
Summonses	21,030	24,244
Liability orders	9,979	14,188

Note: Final notices' are only required where a person has a lump sum to pay. Therefore, the 'second reminder' numbers (which is prior to summons) has also been provided.

4. Have any additional staff been employed to cope with these pressures?
 - Additional resources have been employed through Capita (who collect Council Tax on our behalf) as follows:
 - i. 4 FTE Revenue Officer roles for the first two quarters of the Contract Year 7 (2013/14)
 - ii. 3 FTE Revenue Officer roles for Quarters 3 and 4 of the Contract Year 7 (2013/14)

This equates to an average of 3.5 FTE additional staff for the financial year 2013/14.

10. Energy Switching

Question from Councillor Vinson to Councillor Payne

Has the Cabinet Member considered participating in the LGA's collective energy switching auctions?

Answer

The Council is part of the Hampshire Switch partnership being managed by Hampshire County Council on behalf of Southampton, Portsmouth and the 11 district councils in the county. It enables consumers to band together in order to use their combined purchasing power to negotiate a better deal on their gas and electricity bills. There is also the option for consumers to switch to a 'green' tariff.

The deadline to register for the latest round of collective bargaining is March 24 and full details of the scheme can be viewed at <http://www3.hants.gov.uk/switch> .

11. School Exclusions

Question from Councillor Turner to Councillor Jeffery

In the light of reports published by the Office of the Children's Commissioner, is the Cabinet member confident that all instances of Southampton schools sending children home for disciplinary reasons are recorded as formal exclusions?

Answer

The Councillor will be familiar with the different types of exclusion that exist. Permanent exclusions are fortunately uncommon in Southampton. In the last published DfE tables (2011/12), there were just 11. These were all done properly, but the reason they are low is that we have a very good system of managed moves between schools. The schools all work together on this and young people move schools with support and are given the necessary change without a permanent exclusion.

Fixed term exclusions are short term, usually for a few days, often to allow parents to be met. We know that in that year 2011/2012 there were far too many fixed term exclusions compared to other authorities, particularly in secondary schools (nearly 1800). Working with all secondary schools, that issue has been tackled and I would expect that when the figures are published for 2013/14 there will be a major reduction in that number. Schools are using solutions that do not involve sending pupils off site and do not require fixed term exclusion.

The Children's Commissioner's report has expressed concern that some schools may be subverting the statutory rights that go with either exclusion, but particularly with fixed term exclusions. This is quite difficult for some authorities to measure as the reporting requirements from school to authority are quite minimal. However our relationship with schools in Southampton is sufficiently good that information is shared between schools and the LA. In the rare cases where we think a school has made a mistake in procedure, we follow that up to ensure children's rights are protected.

12. Effects of Recent Flooding

Question from Councillor Turner to Councillor Payne

What is the Council doing to assist businesses forced to close for long periods or facing extensive renovation after flooding, and what measures will be taken for flood defence at affected properties?

Answer

The Council is currently co-ordinating a joined up approach to administering the Flood Support Schemes applicable to businesses and householders in Southampton announced recently by Government.

Business rates relief for 3 months is available for eligible businesses flooded any time between 1 December 2013 and 31 March 2014.

The Council will also be developing a number of major flood alleviation schemes within the City over the next five years to reduce the potential for future flooding.

Where an area will not benefit from such a scheme in the near future but properties have experienced flooding during the recent adverse weather conditions they may be eligible for the Repair and Renew grant, of up to £5,000, to fund measures to improve the property's resilience or resistance to flooding over and above repairs that would normally be covered by insurance. The grant scheme will be available from 1 April 2014.

13. Evening Parking Charges

Question from Councillor Smith to Councillor Rayment

How much extra revenue has the new evening parking charges generated?

Answer

<u>Evening Charge Income</u>			
	On Street	Off Street	Total
January	£18,066.00	£20,576.00	£38,642.00
February	£20,432.00	£26,588.00	£47,020.00

14. Residents' Parking Schemes

Question from Councillor Smith to Councillor Rayment

Can you explain the mechanism for the consultation on Residents' Parking Schemes?

Answer

A survey has been printed and posted to all residents eligible for parking permits in Zones 1 – 16. The purpose the survey is therefore to understand whether there is a consensus (where appropriate by zone or by road), for the restrictions to be retained in their current form, amended or removed. This is appropriately targeted at the residents for whom the schemes were introduced.

The survey for Zones 13-15 is slightly different as these permit zones only come into effect when an event is taking place at St. Marys Stadium.

We are also surveying Medical and Business Parking Permit holders to ascertain if any separate issues are encountered by these users. Finally, a further survey has been sent to appropriate local interest groups, such as Resident Associations and Faith Groups in-order to understand the impact of permit zones on the wider community.

All the surveys can also be completed online and all responses will be independently collated and analysed by Geodata (based at the University of Southampton). We anticipate that the results will be available to the public by early June.

15. Green Waste Collection

Question from Councillor Smith to Councillor Rayment

How many households are currently using the paid for green waste collection service?

Answer

10,676 households are currently signed up to the green waste collection service.

16. Support for Residents with Dementia

Question from Councillor Claisse to Councillor Shields

Fareham Borough Council has become the first in Hampshire to introduce a dementia-friendly high street to help residents with dementia to continue daily tasks as normally as possible. The initiative (in partnership with the mental health charity Mind, the County Council and NHS), encourages businesses to support those with dementia and train staff on how to be aware of the condition. What is the Cabinet Member's view of this and will Southampton City Council be following this initiative?

Answer

I think it's an excellent idea and an initiative that I will be keen to explore with our NHS, voluntary sector and business community partners, possibly through a pilot in one of our districts/ localities.

With regard to dementia friendly communities we have started some work within the City already. For example:

- The Graylings is a supported housing complex for tenants 60 years plus which had some flats remodelled to better support residents living with dementia. The aspiration is to spread this dementia friendly community to the wider neighbourhood and to increase the use of building modifications and use of telecare on other sites.
- Growing numbers of enthusiastic dementia champions working within the voluntary sector and housing supported services who are talking to the private sector, banks and bus companies to deliver Dementia Friendly information sessions
- Introduction of 2 new Alzheimer's Society singing for the brain groups within the City and other social group/network projects
- Introduction of 'This is Me' passport across Southampton
- Community Admiral Nurses (who work with people with dementia and their families/carers)
- Community Memory Advisors
- Roll out learning from successful Dementia Challenge Fund to establish a dementia friendly community within an acute hospital.

17. Personal Budgets

Question from Councillor Claisse to Councillor Shields

How many people who receive Adult Social Care have been offered a personal budget and how many take it as a direct payment?

Answer

During the 2012/13 financial year 4,510 adults and carers received self-directed support. This represented 48.6 % of all adults and carers receiving services (It should be noted that not all adults and carers receiving services would be eligible for a Personal Budget). This was an increase on the position recorded in 2011/12 (34.9%) and 2010/11 (14.3%).

The total number of clients receiving direct payments during 2012/13 was 615 representing 6.6% of all adult social care service users. Whilst this percentage is disappointingly low it is an improvement on the performance in previous years: 2011/12 (6.1%); 2010/11 (4.1%). This compares to the average performance of 15.6% in other Unitary authorities.

A snapshot on 13th March 2014 showed 2,048 adult social care clients were in receipt of a personal budget from a total number of 2,076 people who met the eligibility criteria (98.7%). Of these 337 clients (18.4%) have opted to receive their personal budget in the form of a direct payment.

Whilst there are welcome signs of steady improvement in the take-up of direct payments since 2010/11, Southampton regrettably continues to lag behind its neighbouring and statistical comparator authorities in this area and a programme of work is underway to improve this, such as retendering of Direct Payment Support Services.

18. Banking Arrangements

Question from Councillor Claisse to Councillor Barnes-Andrews

Bearing in mind the recent additional controversy about the Co-op Group, does the Cabinet Member still feel comfortable retaining them as SCC's Banker?

Answer

The Council's contract with the CO-OP back ends on 21st September 2014. The Council is currently acting as the lead Authority to procure a new bank together with 5 other Local Authorities. The tenders are due to be received on 9th April, and the Council will be looking to award a contract to the successful bank in May.

The CO-OP are withdrawing from the Local Government market, so will not be bidding for the contract.

As set out in the confidential appendix one 'Authority Banking Arrangements' to the Treasury Management report to Full Council 20th November 2013, due to the CO-OP's well publicised financial difficulties, the Council has already put in place alternative banking arrangements with another bank to run alongside the existing CO-OP contract, so as to reduce the Council's exposure to any financial risk with the CO-OP bank.

93. MOTIONS

(a) Health Overview and Scrutiny Panel

Councillor Letts moved and Councillor Barnes-Andrews seconded:

“Council resolves in accordance with Overview and Scrutiny Management Procedure Rule 3.4.2 that Councillor Bogle may serve forthwith on Health Overview and Scrutiny Panel and that the firebreak period is accordingly waived”.

UPON BEING PUT TO THE VOTE THE MOTION WAS DECLARED CARRIED

RESOLVED that the motion as submitted be approved.

(b) Estate Agents and Letting Agency Boards

Councillor Vinson moved and Councillor Turner seconded:

“This Council recognises the concerns of residents in many parts of the city at the forest of ‘to let’, ‘for sale’ and ‘sold by’ boards and posters, left in place for considerable periods of time, which is blighting neighbourhoods.

Council notes that, in the age of the internet, such signs are no longer the principal means of attracting tenants.

Council therefore urges the Executive to make full use of the powers available to curb the excessive display of such signs, including consideration of the adoption of a Regulation 7 Direction under the Town and Country Planning (Control of Advertisements) Regulations, and a rigorous Lettings Board Code as adopted by Leeds City Council and others”.

UPON BEING PUT TO THE VOTE THE MOTION WAS DECLARED CARRIED

RESOLVED that the motion as submitted be approved.

NOTE: Councillor Fitzhenry declared a Disclosable Pecuniary Interest in the above matter, as a Letting Agency Proprietor, and left the meeting during the consideration of the matter.

(c) Central Government Grant

The Mayor considered representations on the appropriateness of the Motion and having heard representations from all the Group Leaders and having taken advice from the Monitoring Officer, under Council Procedure rules, the Mayor ruled that the Motion should not be considered and would therefore be withdrawn from the agenda.

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

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

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

It was noted that the following changes had been made:

- (i) That Councillor Thorpe had been replaced by Councillor Letts on the Governance Committee;
- (ii) That Councillor Thorpe had replaced Councillor Chaloner and Richard Wharton had replaced Tony Blackshaw as the Church of England (Diocesan of Winchester and Portsmouth) representative on the Overview and Scrutiny Management Committee;
- (iii) That Councillor Jeffery had replaced Councillor Bogle on the Health and Wellbeing Board; and
- (iv) That Councillor Bogle had replaced Councillor Chaloner on the Health Overview and Scrutiny Panel.

96. REVISION TO CONSTITUTION - VOTING BY MEMBERS ON BUDGETS

The report of the Head of Legal and Democratic Services was submitted concerning revision of the Constitution (copy of report circulated with the agenda and appended to signed minutes).

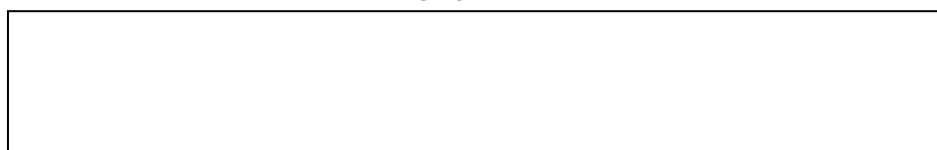
RESOLVED that the Council's Constitution – Council Procedure Rules be revised to record the way members vote on budget decision matters in accordance with the Local Authorities (Standing Orders)(England)(Amendment) Order 2014.

97. PAY POLICY STATEMENT FINANCIAL YEAR 2014-2015

The report of the Head of Strategic Human Resources was submitted detailing the Annual Pay Policy for the financial year 2014/15 (copy of report circulated with agenda and appended to signed minutes).

RESOLVED that the Southampton City Council Pay Policy Statement for 2014/15 be approved.

Chair



4th June 2014

DECISION-MAKER:	FULL COUNCIL
SUBJECT:	ANNUAL CHANGES TO THE CONSTITUTION
DATE OF DECISION:	4 TH JUNE 2014
REPORT OF:	HEAD OF LEGAL AND DEMOCRATIC SERVICES
STATEMENT OF CONFIDENTIALITY	
None	

BRIEF SUMMARY

This report sets out the annual review of the Constitution. This was considered and discussed by Governance Committee on 28th April 2014 in its governance role. The recommendations of the Governance Committee are included below.

RECOMMENDATIONS:

- (i) to agree the changes to the Constitution as set out in this report;
- (ii) to authorise the Head of Legal and Democratic Services to finalise the arrangements as approved by Full Council and make any further consequential or minor changes arising from the decision of Full Council;
- (iii) to approve the City Council's Constitution, as amended, including the Officer Scheme of Delegation for the municipal year 2014/15;

REASONS FOR REPORT RECOMMENDATIONS

1. It is appropriate as a core tenant of good governance for the Council to keep its Constitution under regular review and to amend it, both to reflect experience and changing circumstances.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

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

DETAIL (Including consultation carried out)

3. This report was considered by Governance Committee on 28th April 2014. The committee's comments and amendments are embodied within this report and the appendices. Primarily these were limited to concerns regarding the revised arrangements regarding the Planning and Rights of Way Panel.
4. The Constitution of the Council describes the way in which the Council conducts its business; it is required by law. It contains not only the Articles of the Constitution, but also the various rules and procedures for decision-making, access to information, Overview and Scrutiny, the Codes of Conduct, the Officer / Member Protocol, as well as other specific rules relating to contracts and finance.
5. The Constitution forms the cornerstone of effective corporate governance. Whilst Southampton City Council's constitutional arrangements continue to be recognised as being of a high standard, Full Council agreed in May 2002 that it would on an annual basis robustly review the Constitution and its operation.

The purpose of this report is to bring forward proposed changes to the Constitution as detailed below, these having been considered by Governance Committee with a view to build upon the constitutional arrangements for the Council. The main thrust is to try to streamline procedures where possible, remove the need for some matters to come to Cabinet or Council for decision where they do so only on financial grounds and where possible avoid bureaucracy.

Revisions to committee arrangements

6. The Leader of the Council has recommended that a number of changes be made to the present committee structure and if approved that these changes be reflected in the overall appointments to be made by the Council elsewhere on the Council agenda. These detailed changes are listed below:
7.
 - i. **Licensing Committee** – that a smaller main panel of Members be constituted. This would reduce the overall number of Members serving on the Licensing Committee from its present membership of 13 Members to 10. This would reduce the committee to the statutory minimum in respect of any matters before it under the Licensing Act 2003.
 - ii. **Planning and Rights of Way Committee** – in principle that the present Planning and Rights of way Panel be held in the evening rather than during the day. It is felt that evening meetings would make it easier for the public to attend and to participate.

It is also recommended that the present Planning and Rights of Way Panel be split into two Panels. These two panels, A and B would consist of 5 members on each Panel, instead of the current 7, but with a common chair who would be appointed to chair both Panel meetings. One Panel meeting would deal predominantly with the East of the City side planning applications, whilst the other would mainly deal with planning applications for the West. City centre applications would be dealt with by either of the Panels. It is proposed that future meetings would be located at venues in the east and west of Southampton to also facilitate public attendance. Consideration of the costs involved in moving the meeting to alternative venues outside of the Civic Centre need to be finalised as no budget is held for this purpose. Equally, there will be a resource implication in servicing two panels; this straddles the Planning and Democratic Services teams. The proposal is that it be implemented in two stages. Due to logistics it is difficult to find a suitable venue in the west of the city. Accordingly, the venue will continue to be the Civic Centre for the foreseeable future whilst officers explore suitable venues.

- iii. **Employment and Appeals Panel** – There is a strong case for the abolition of this Panel as it is not a lawful requirement, very few decisions are changed by the panel, numerous meetings are cancelled and it lengthens the period for a final decision. However, this can only proceed at the conclusion of the Council's current negotiations on terms and conditions and is currently being discussed with union colleagues. A further report will be brought to Council in due course
- iv. **Scrutiny Panels** – presently there are two enquiry panels, scrutiny

panels A and B, each consisting of 7 Members. Each of these panels only has the resource to run for half a year. Therefore, there is a strong case for running one panel throughout the year undertaking enquiry work. In order to fully utilise the interests and expertise of all Members, it is proposed that only the number of Members and the political proportionality of the panel be determined at the meeting of Full Council. In order to appoint different members onto the Panel to take on different enquiries it is recommended that all non executive members would be able to serve on the Panel. The Overview and Scrutiny Management committee could then appoint Members when they decide on the scrutiny inquiry work programme or they could be appointed under delegated powers for first inquiry. For each subsequent inquiry, delegated powers would be used to replace the members and reappoint new ones

Health and Well Being Board – Annual appointment

8. The Health and Social Care Act 2012 requires upper tier local authorities to establish Health and Well Being Boards. While Council determines the number of places allocated to Elected Members on the Board, the decision as to who to appoint to such vacancies is an Executive function to be determined by the Leader of the Council at the next Cabinet meeting.
9. Council is therefore requested to determine the membership of the Board should comprise:
 - 5 Elected Members of Southampton City Council (to be appointed by the Leader of the Council having had due regard to the recommendations of the Health and Well Being Board)
 - Statutory Director for Public Health
 - Statutory Director for Adult and Children’s Services (Director of People)
 - A representative from the Southampton Clinical Commissioning Group
 - A representative of Healthwatch
 - A representative from the NHS Commissioning Board’s Wessex Area Team

Council and Executive Procedure Rules -

Change of political control

10. Council will recall that at last year’s Annual Meeting the Leader requested that if following either annual or a by election the political control of the authority changes as a direct result that the Constitution is revised so that no significant decisions can be taken by Council, the Executive, or by Executive Members through delegated powers during the period between annual elections and the AGM. The concern is that the Council’s arrangements need to ensure that there is no “democratic deficit” which to the public would appear to show political bias and limited legitimacy in the circumstances when one political party (whichever party that is) may have lost control of the Council. The revisions are detailed at paragraph 13 below.
11. Such changes will not affect the Council’s ability to react to any time limited or emergency matters in the rare event that they should they arise, as there are existing adequate powers under the Officer Scheme of Delegation to permit the

Chief Executive, Director of Corporate Services and/or Head of Legal and Democratic Services to act.

12. Council deferred the matter and requested the Governance Committee to reconsider. The Governance Committee considered the specific issue again at its meeting on 16th December 2013. Accordingly, officers revisited what can practically be done to ensure that the “democratic deficit” referred to in the original report to Council is addressed. The difficulty is devising a revised solution is that by law call ins are permitted after any Executive decision is made. It is, therefore, the timing of the original decision, the call in and then the timing of the subsequent Cabinet meeting to reconsider (should this be needed) that causes the potential issue. Whilst the last scheduled meeting before an election could take place well before the election, as was the case this year, there is no guarantee for a variety of reasons that the matter would be ultimately disposed of before the election. The only guarantee that the matter will not be decided upon after call in is by putting in place a local arrangement so no Cabinet meeting can take place during this interregnum. That remains the only option which at law will work and in practice meets the “democratic deficit” concern and therefore remains the recommendation. Governance Committee recommended that the original revisions proposed be adopted as they remain the same as the most workable and appropriate option.

13. The proposed addition is as below:

“PERIODS BETWEEN ELECTIONS

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

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

Executive Business Report

14. As members will be aware, a pilot process for Cabinet Meetings has been agreed whereby the Executive would take questions on notice at Cabinet meetings. The 15 April 2014 meeting saw the first trial of the process. Whilst the pilot will continue into the new municipal year it is the intention that the timings of the Executive business item at Council meetings will be reduced.

The timings for Executive business at Council meetings will therefore be reduced from 2 hours to one, with the constitution being amended as follows:

7 minutes for the Executive to make statements in presenting the report

8 minutes for questions on the report or statements from the Executive

45 minutes for the questions to the Executive on notice

Paragraph 12.0 of the constitution will therefore be amended to state “This item

of business shall not last longer than 60 minutes...”

Officer Delegations

15. The scheme of delegation has been updated to reflect the substantial operational changes that have occurred as a result of the ongoing Directorate restructures and the usual operational changes. The full, revised scheme can be found in the Members’ Rooms and has not been printed due to its size. As is usual, several delegations have been removed; others moved to reflect operational changes. No new delegations have been added save for:
16.
 - i. specific authority to act in the People Directorate to enter into agreements with health bodies
 - ii. revised arrangements for the submission of planning applications which the Head of Planning, Transport and Sustainability has agreed in principle with the Chair of Planning and Rights of Way Panel. In summary these cover the following scenarios.
 - a. Any major planning application will be considered by the Panel if there are five or more objections together with a ward councillor request. Currently only one objection is required. If it is of wider importance it can, of course, still be referred to Panel even if there are no objections. Governance Committee was concerned with this particular issue and requested that Council gives consideration as to whether the “trigger” for referral should be 5 objections “**or**” one ward member rather than “**and**”? Officers have deleted the really complicated and repetitive text for better clarity so this broadly achieves the same but in fewer words and hopefully is easier to understand.
 - b. For departures from the development plan, at least three objections to be received, rather than referring to Panel because it is simply a departure – there have been many of these over the last year or two and they tend to generate no interest. If a matter is contrary to policy then a lower threshold should apply than the 5 used for others.
 - c. The hazardous substances applications are deleted as this is about delegation rather than who officers are meant to consult
 - d. Further delegations regarding changes to s.106 as technically numerous variations should possibly be going to Panel, A clarification has been added that if there is any s.106 that Panel is interested in and they want it to return to Panel for determination then that can happen, thereby removing the delegation

Key Decisions and related operational matters

17. At the Annual Meeting in 2012 additional financial limits were inserted in the Scheme of Delegation as below:

“Save where otherwise provided for in this Scheme, in relation to financial decisions all expenditure over £125,000 shall be made by the relevant Cabinet Member, over £250,000 by the Cabinet and over £2 million by Full Council except in respect of the matters identified below.

The limits on financial expenditure set out above will not apply to payments made under contracts, statutory obligations, property transactions, settlement of legal proceedings, treasury management or resulting from any specific decision to delegate at different levels made by the Cabinet or by Full Council”

18. The Leader of the Council has reviewed the ongoing necessity for these caveats as whilst it was reasonable to put them in place on taking office they have caused some delays in the ability to take decisions in as short a timeframe as is permitted under the law. With the inherent need to streamline processes and remove bureaucracy where possible whilst recognising the legal constraints it is considered sensible to remove these caveats. Decisions will still need to abide by Key Decision criteria and other rules. It is not intended to revise the financial Key Decision limit of 500k (by way of comparison Portsmouth’s is 250k and Hampshire CC’s 1m). However, it is intended to remove some operational criteria on the level of decision making i.e. that there are no significant, major and operational decision categories. If a matter does not need to come before Cabinet or Council etc then officers will follow a simplified Delegated Decision Notice route. Again, it is intended that this will speed up some decisions.

Financial Procedure Rules

19. These too have been revised primarily with regard to financial thresholds. In summary the revisions are as follows:-
20. A greater role for the Council Capital Board to oversee how capital resources are allocated across the various programmes and monitoring of the overall programme.
21. Authorisation limits to be streamlined for all financial decisions, provisionally:
22. • Up to £200k – Directors in consultation with CFO and Cabinet Member
- £200k to £500k – Cabinet Member in consultation with CFO
 - £500k to £2M – Cabinet
 - Over £2M – Council
23. Other revisions are:
- a contents page has been added
 - most of the general fund revenue and HRA revenue virement sections have been deleted and replaced with a table (at A.11) in line with the £200k/£500k/£2M limits.
 - Replaced the capital section with new guidance including the role of the Capital Board and a summary table to set out guidance for decision making again in line with the £200k/£500k/£2M limits.
 - Updated the HRA business plan section with the standard financial limits
 - Amended E15 which mentions external grant funding to avoid repetition with the guidance set out in table A.11 and B.38.
 - Added Appendix 1 – the current Capital Board terms of reference and a general simplification of FPRs where possible and flowcharts included

to illustrate the decision making process

24. These changes have been reflected in the Budget and Policy Framework Procedure Rules. Again, copies of the FPRs have not been printed due to their size but are both online and in the Members Rooms.

Contract Procedure Rules (CPR)

25. Members will be aware that a significant review of sub 100k spend has been undertaken by the Head of Contracts, Procurement and Health and Safety with Capita Procurement colleagues. Whilst that review has been completed the subsequent review of the Contract Procedure Rules is still ongoing. The CPRs require a major rewrite and accordingly this is being undertaken at present. As a result draft revised CPRs will be presented to the next Council meeting for consideration,

Member and Officer Protocol

26. The Governance Committee at its meeting on 16th December 2013 considered revisions to the above protocol as a result of issues raised at the Employment and Appeals Panel in relation to allegations of unauthorised release to the media of personal data. Whilst the appeal was dismissed Governance Committee was requested to review the protocol and it duly recommended minor changes to the Protocol. These are as follows:

“Any Member request for personal information or personal data about an individual employee (rather than a general group of employees as a whole) should only be supplied where there is a demonstrable need for that Member to have the information at that level of detail in order to carry out their duties as a Member of the Council. Any such requests should be referred to and considered by the Head of Strategic HR who may if necessary refer the request to the Monitoring Officer.

In cases where such information is to be released the Head of Strategic HR will specifically remind the Member that the information is confidential, subject to the protection of the Data Protection Act 1998 and confirm the necessary measures for handling that data in order to keep it confidential and ensure that it is not further disclosed to any other person or body either within or external to the Council”

Contracts and sealing requirements

27. Under CPR 11.3 currently all contracts over £100,000 in value require sealing by the Head of Legal and Democratic Services. There are some benefits in having a document under seal as it extends the limitation period for enforcement from 6 years to 12. However, in reality it is very rare for enforcement of a contract of such relatively modest value to stretch to 6 years after the contract ending. This value was set many years ago and it is considered reasonable to revise it upwards. In the Governance Committee agenda the figure of 250k was stated, following further consideration it is more appropriate to fall in line with EU thresholds of £172,000 for services and £200,000 for works. This will mean that fewer contracts will need to be processed by Legal Services and will be handled direct by both Procurement colleagues and the Divisions themselves. The Legal Services Contracts team has been reduced by 25% over the last year so such a revision would be timely without any realistic negative impact on the Council or increased risk.

28. Additionally, the threshold under CPR 14.2 whereby all tenders over £100,000 will be referred to Legal Services for consideration is intended to be increased to the same threshold for the reasons as detailed above.

RESOURCE IMPLICATIONS

Capital/Revenue

29. None

Property/Other

30. None.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

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

Other Legal Implications:

32. None.

POLICY FRAMEWORK IMPLICATIONS

33. None.

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KEY DECISION? Yes/No n/a

WARDS/COMMUNITIES AFFECTED:	None
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SUPPORTING DOCUMENTATION

Appendices are in the Members' Rooms and can be accessed on-line

Appendices

1.	Revised Officer Scheme of Delegation
2.	Revised Financial Procedure Rules
3.	Budget and Policy Framework Procedure Rules

Documents In Members' Rooms

As above

Integrated Impact Assessment

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

Integrated Impact Assessment and Other Background documents available for inspection at:

Title of Background Paper(s)

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

1.	None.	
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DECISION-MAKER:	COUNCIL		
SUBJECT:	EXECUTIVE BUSINESS		
DATE OF DECISION:	4 JUNE 2014		
REPORT OF:	LEADER OF THE COUNCIL		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Suki Sitaram	Tel: 023 8083 4428
	E-mail:	suki.sitaram@southampton.gov.uk	
STATEMENT OF CONFIDENTIALITY			
None			

BRIEF SUMMARY

This report outlines Executive Business conducted since the last Council meeting on 19th March 2014.

RECOMMENDATIONS:

- (i) That the report be noted.

REASONS FOR REPORT RECOMMENDATIONS

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

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

Not applicable

DETAIL (Including consultation carried out)

INTRODUCTION

2. This report highlights the contribution of different Portfolios towards the Council's priorities since the last Council meeting on 19th March 2014.
3. At a recent Group Leader's meeting we agreed to a pilot process whereby the Executive would take questions on notice at Cabinet meetings. The Cabinet meeting on 15th April 2014 saw the first trial of the process when two Members 4 questions asked of the Executive. The pilot will continue into the new municipal year.
4. Feedback from residents is really important and therefore I am pleased to report that the first City Survey since 2010 has been completed. Working with Southampton Connect, the Safe City Partnership and the CCG we commissioned the City Survey, to find out what residents think of Southampton and the services we all provide. The telephone survey, undertaken in March/April this year by ICM Research reached out to 1,500 households and the results will help shape priorities and services in the City. The full results of the City Survey will be available in June 2014.
5. Southampton's 50th anniversary of City status celebrations go from strength to strength. A number of events have taken place across the City featuring the 50th Anniversary branding, including the Sport Relief Mile. A day of

activities culminating in a spectacular diving display in Guildhall Square will mark the Commonwealth Games Queen's Baton Relay on 4th June 2014. From 4th to 30th June 2014 the Southampton Music Hub will celebrate Southampton's 50th anniversary with 50 musical events at schools as well as some concerts available to the general public. In total 54 schools and approximately 3,000 young people will be taking part in the celebrations.

6. We continue to be recognised for the excellent work we do and since the last report I am delighted that we have been recognised for:

- Our email marketing service, Stay Connected, has been praised nationally by SOCITM (the Society of Information Technology Management) in its report 'Better Connected', which identifies good practice in the development of local authority digital work and websites.
- We've been shortlisted for an award in the Local Authority Innovation category at this year's National Recycling Awards.
- The work of the Southampton Youth Offending Service (YOS) has been recognised nationally by the Youth Justice Board, which has held it up as an example of emerging good practice. The YOS's accredited arts programme and work around victim impact and risk-taking behaviour are now included in the YJB library of effective practice. Both pieces of work are supported by the Hampshire Police and Crime Commissioner, and delivered by the YOS and local partners. This important work aims to reduce re-offending and improve outcomes for young people.
- Our partners Balfour Beatty Living Places and Capita have been shortlisted for the Business South Commitment to the Region Award category in the South Coast Business Awards 2014. The award recognises a business or organisation that has demonstrated real commitment to its region as a major employer and by getting involved with the community. I'm pleased the work from partners to support the local economy and increase the skills of our younger population by working with schools and other education providers has been recognised. The awards ceremony is on 11th July 2014.
- Balfour Beatty Living Places has also been shortlisted for the prestigious Chartered Institute of Highways and Transportation (CIHT) Streets Award for designing and constructing the Oxford Street scheme. The CIHT Awards are highly regarded in the industry and showcase best practice and innovation from across the UK. The awards ceremony is on 11th June 2014.
- The Centre for Public Scrutiny have shortlisted the Apprenticeship Inquiry, undertaken by Scrutiny Panel B from April to September 2013, for the Good Scrutiny Awards. The awards ceremony is on 10th June 2014.

7. LGA Peer Review Action Plan update:

- The Council has been a lead player in commissioning the City Survey on behalf of Southampton Connect and other partners. The results from this will be used by Southampton Connect to develop the City Vision and

priorities for the next 10 years, to be developed and finalised as the City Strategy in July 2014.

- We have worked with Southampton Connect to streamline partnerships, strategies and plans and have developed a framework which sets out the key strategic documents we need as a Council, linking them to our key priorities. I expect this streamlining to significantly reduce the time spent by our officers on strategies and plans. We have also developed a Council performance scorecard, which will be available on a quarterly basis and includes performance measures in the current Council Plan. These will be reviewed in August after we have approved the new Council Strategy (2014 – 17) at the Full Council meeting in July 2014. In the meantime, work is underway in directorates to agree the final scorecards for 2014/15. I am also pleased to report that we have started publishing quarterly performance information on the Council's website in an easy to understand format.
 - The Chief Executive has been working with her management team to develop a plan to achieve the transformation and savings over the next 3 years. This will include progressing a number of projects identified in the budget report in February 2014, e.g. libraries transformation and business support review.
8. The Safe City Partnership and the City Council recently commissioned colleagues from the Local Government Association to conduct a Peer Review of Community Safety and Youth Offending in Southampton. This involved a series of interviews and workshops with staff, partners and residents focusing on how community safety priorities are being met, the governance of the Safe City Partnership, and how we manage performance and deliver our Section 17 obligations of the Crime and Disorder Act 1998. We were pleased the peers recognised the good relationships between agencies, evidence of significant crime reduction over a number of years and the highly motivated Youth Offending Service (YOS). The report includes a number of key recommendations on strategic priorities, governance and leadership, improving performance management arrangements and improving the golden thread. The Safe City Partnership is now working on an action plan in response to the recommendations.

PROMOTING SOUTHAMPTON AND ATTRACTING INVESTMENT

9. In April 2014, Hammersons submitted detailed designs for phase one of the Watermark WestQuay scheme, comprising a landmark 10-screen cinema and up to 20 restaurants alongside a major high quality public piazza. This major development has been the subject of substantial pre-application discussions with ourselves, key stakeholders and local community groups who have provided extensive and positive feedback.

10. Over 50 high-quality units are available for new bars, restaurants and cafés at locations across the City including Admirals Quay, the Arts Complex, Centenary Quay, Royal Pier Waterfront, and Watermark WestQuay. On 13th May 2014, the Chief Executive and I hosted an event at Savills' head office in Oxford Circus, London with six developers currently building in the City. This was to showcase the range of opportunities in Southampton for developers and occupiers in the dining and hospitality sector. The aim was to attract more occupiers, agents, investors and developers to our City. The Chief Executive, Kevin Marsh (Savills) and I presented to over 100 delegates including representatives from some really exciting brands. The event was a great success and we were able to make some fantastic contacts throughout the day. I had some very interesting conversations with businesses who are eager to join us here in Southampton. It was a great opportunity to gauge the bubbling interest from major brands who want to come and set up shop in our City.
11. I was also impressed with the delicious breakfast dished up by four talented City College catering students. It was devised by Southampton's own Michelin star chef, Paul Ainsworth, and I'm sure this display of culinary skills helped impress the delegates who were hungry to find out more about the talent in our City. I am very excited by the relationships we've made and look forward to the future of dining in Southampton.
12. We are celebrating three of our top attractions receiving the prestigious Full Museum Accreditation from Arts Council England (ACE). While Southampton City Art Gallery has had its accreditation renewed, SeaCity Museum and Tudor House & Garden have achieved accreditation for the very first time. They have been given the award by the ACE Accreditation Scheme which sets high national standards for museums and galleries and recognises and promotes good practice across the industry. We also await the outcome of the decisions made by Arts Council South West in respect to our joint Major Partner Museums (MPM) bid with our Hampshire Alliance partners and the National Portfolio Organisation (NPO) bid submitted for Southampton New Arts Complex (SNAC). A formal announcement will be made on all Arts Council funding decisions on 1st July 2014.
13. Capita, alongside Council staff, have been out and about delivering workshops to local SME businesses and the third sector community about our procurement processes. Together, we've hosted four procurement workshops since launching the programme last year. The workshops aim to help businesses work with the Council more effectively and cover a range of topics including financial assessments, responding to opportunities and e-tendering.
14. One of the largest shipment and logistics companies in the world will be opening a new distribution centre in Millbrook on 30 May 2014. UPS (United Parcel Services) is currently recruiting for its new centre, and over the past few weeks, 23 local and unemployed residents have been attending a pre-employment training course to gain new job-specific skills required by UPS. As a result, 10 people have already secured direct employment at UPS, and three others now have jobs with other employers in the logistics sector. Participants had been unemployed for an average of six months, while some

had been unemployed for a number of years. This activity is part of our Employment and Skills Plan (ESP) programme for major developments in the City. It is an excellent example of our work to support local unemployed people into work.

RAISING AMBITIONS AND IMPROVING OUTCOMES FOR CHILDREN AND YOUNG PEOPLE

15. The Ofsted inspection of services for children in need of help and protection, children looked after and care leavers and to review the LSCB started on Wednesday 21st May 2014. Members will all be aware that Children's Services are on an improvement journey which in its first phase of transformation has developed the multiagency Early Help team and the Multi Agency Safeguarding Hub (MASH) which were successfully launched at the end of March 2014. This is an opportunity to provide details of our improvement journey and the huge commitment of our staff and partners to improving outcomes for children in the City.
16. Cabinet approved the admissions policies and the Published Admission Numbers (PANs) for community and voluntary controlled schools, including Bitterne Park for the academic year starting September 2015. This allows for the admissions process to begin for all schools in September 2014. This followed the admissions consultation with Southampton Admissions Forum, schools, other relevant admission authorities, and the Church of England and Roman Catholic dioceses.
17. Last year we submitted a proposal to the Department for Education to be one of four local authorities involved in phase two of a national project to develop a strategy to recruit more male volunteers and staff within 'early years education and childcare'. I am very pleased to say we have been successful and although the opportunity does not bring any financial support, it does come with support and advice from the Fatherhood Institute which will help us develop our approach. We'll also be able to make good use of links to other local authorities involved in the project. This is a fantastic opportunity to help establish a stronger male presence in this sector, which I am sure will have a positive impact on the lives of many children.

IMPROVING HEALTH AND KEEPING PEOPLE SAFE

18. Following a motion passed by the Council on commencing the consultation process on a proposed new Late Night Levy, discussions were held with both the Chief Superintendent of Police for the City and the Police and Crime Commissioner (PCC). Cabinet then approved a report which examined the statutory procedures and consultation process prior to the formal consideration of introducing a Late Night Levy on premises authorised to sell or supply alcohol between midnight and 6 am. It examined the process and consequences of doing so and explained the options available to the Council to design the levy as a basis for consultation in partnership with the Hampshire Police and Crime Commissioner. This includes consultation on the need for a Levy Board to advise on levy spend/priorities and a range of activities on which to spend the levy which are or may be provided to tackle the late night alcohol related crime and disorder, and community safety services connected to the management of the night time economy.

19. The Health & Wellbeing Board continues to progress work on the Better Care Fund and is working closely with key providers of NHS hospital services (including those from the independent care sector) on arrangements for successful implementation from 2015.
20. Cabinet agreed to delegate authority to the Director, People, to revise the service specification for the School Nursing Service and following the necessary consultations, to re-commission the service. This followed the work of the Council's Public Health Team which identified a number of gaps in unmet child health needs. The re-commissioned School Nursing Service will be expected to align to the outcomes set out in the Healthy Child Programme and provide better public health outcomes for the City's 5-19 year olds. The re-commissioned service will also provide a fresh focus for the City's Healthy Schools initiative as an integral component of a wider Healthy City programme.
21. Cabinet approved the awards of 2 contracts to commence on 1st September 2014 for a period of 3 years for Support Services for Adult Carers in the City and to provide Supported Services Targeted at Young Carers. The City Council, in partnership with Southampton CCG, is investing £1 million over the next three years to support the invaluable contribution of carers to the City's care services. Through the award of these contracts, the Adult Carer service will move away from the current short term and ad hoc funding approach currently in place for a number of services and the new Young Carer service will be able to continue to provide current level of high quality support while incorporating new initiatives in line with emerging evidence.
22. The City's provision and support for people living with a disability has taken a step forward thanks to the award of just over £212,000 from Sport England and other partners. This follows the award by our Short Breaks team of £34,000 to Active Nation to provide a sports programme for disabled children in the City over the next two years. With the new funding, our partner Active Nation is about to launch a sports programme for disabled adults in Southampton; meaning each of our seven sports and leisure venues in Southampton will be delivering weekly activity programmes which will make a big difference to the lives of so many of our residents. Active Nation is aiming to attract more than 9,000 visits over the next three years, which will help continue to boost participation in sport among disabled people and redress the existing imbalance in participation levels between people living with a disability and those who don't. We look forward to working closely with Active Nation to make this multi-agency project a real success

HELPING INDIVIDUALS AND COMMUNITIES TO WORK TOGETHER AND HELP THEMSELVES

23. The Freemantle and Shirley Network received approval and a small grant from the Our Place programme in March 2013. Since then work has been underway to involve ward councillors, local agencies and community activists to raise awareness of the potential of the project. The big issues and ideas for the area are being identified whilst encouraging people to sign up to get involved. This culminated in two community launch events on 7th and 14th May 2014. The events were well attended with over 60 people representing community and faith groups, neighbourhood groups, voluntary services and

agencies in attendance. A development strategy will be submitted by the end of May 2014 to the DCLG, who will hopefully endorse the project, unlocking further consultancy support and another small grant. The work to establish an operational plan for the area, to be implemented from 1st April 2015, will get underway between June and October 2014.

24. The annual “Your Health, Your Community, Your Vote” Participatory Budgeting event (PB) took place in Thornhill on 22nd March 2014. The Participatory Budgeting approach increases community involvement and social cohesion, and enables local residents to be directly involved in setting priorities and deciding on which local services and projects receive funding. In this case, the event focused on the allocation of funding for health and wellbeing projects in Thornhill. Over 115 people attended the event to have their say, and the Open University even came to film the event, highlighting the significant positive outcomes of our projects, and our sustained good practice to engage the community.
25. To help communities celebrate St George’s Day the Council offered a special Community Chest scheme for one-off grants of up to £100. The grants were for community celebration events held between Friday 18 and Sunday 27 April 2014. Eight applications were received for events held across the City, including bulb planting in a community garden, afternoon tea parties for the elderly and the visually impaired, an arts workshop, an evening community walk and a joint St George’s Day, Shakespeare’s Birthday and World Book Night celebration. All applicants were awarded grants, totalling £770 and grant recipients have been requested to send a short report about their event and some photos by 30th June 2014.

MAKING THE CITY MORE ATTRACTIVE AND SUSTAINABLE

26. The Council signed up to the My Journey Commuter Challenge in May 2014. This month long initiative was open to everyone who works in Hampshire and encourages people to switch their regular driving commute to walking, cycling, car-sharing, or using public transport to help them save time, money and get fitter. Last year over 1,500 people took part in the Commuter Challenge and saved a total of £70,000 on their regular commuting costs. Over 250,000 miles were travelled in a more environmentally friendly way and a staggering 4,000,000 calories burnt, simply by changing the way they travelled to work, in just one month.
27. Cabinet approved capital expenditure of £350,000 in 2014/15 for the Purchase of Compact Sweepers scheme, to procure five mechanical sweepers. The aim is to help secure the economy and effectiveness of the street cleansing service over next 5 – 7 years. The fleet of mechanical sweepers currently deployed by the street sweeping service is now fast approaching the end of its useful operational life. This capital investment will provide the opportunity to significantly reverse recent reductions in street cleansing service standards. This will be through a new and up-to-date street cleansing fleet, selected and specifically configured to improve street cleansing.

ENCOURAGING NEW HOUSE BUILDING AND IMPROVING EXISTING HOMES

28. I am pleased to report that The Solent Green Deal Board, has secured a £3.3m bid from Government to increase the amount of Green Deal works carried out in the county. This Board brings together local authorities from across Hampshire and is chaired by Cllr Payne. Southampton will share the funding with Portsmouth, Gosport and Eastleigh. In Southampton, opportunities will be sought to carry out Green Deal improvements alongside the Council's emerging programme of works for social housing under the Energy Companies Obligation (ECO) scheme, which are due to be outlined later this year once the Government concludes its' consultation on ECO.

DEVELOPING AN ENGAGED, SKILLED AND MOTIVATED WORKFORCE

29. The Council has developed a Social Media Usage Policy, in recognition of the importance of digital communications, and to help both exploit the potential exploit the potential and manage the associated risks,. As a Council we use social media to engage, promote, warn and inform. We have in the region of twenty accounts that Council employees administer, ranging from the niche to the general. The policy explains how employees and councillors should use social media in respect of their roles, highlighting the need to be careful and professional to avoid a range of easy pitfalls.

IMPLEMENTING BETTER WAYS OF WORKING TO MANAGE REDUCED BUDGETS AND INCREASED DEMAND

30. Cabinet delegated authority to the Chief Financial Officer to award the banking contract to the preferred bidder for both general banking and merchant acquiring. This decision enabled the joint procurement with five other local authorities to proceed and ensure that the project to change banks can be implemented in time for the contract expiry date of 21 September 2014.
31. In April 2014 we rolled out our new automated telephone switchboard system. This is part of the wider channel shift programme which is designed to improve the experience of our customers when they contact the Council, as well as achieve savings under the revised contract with Capita. The new system allows customers to state the name of the person or service they want to speak to and the system will automatically put them through. The system was extensively tested with residents and staff to ensure that the roll-out went as smoothly as possible.

RESOURCE IMPLICATIONS

Capital/Revenue

32. N/A

Property/Other

33. N/A

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

34. As defined in the report appropriate to each decision.

Other Legal Implications:

35. N/A

POLICY FRAMEWORK IMPLICATIONS

36. Council Plan 2013-16

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	All
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SUPPORTING DOCUMENTATION

Appendices

1.	None
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Documents In Members' Rooms

1.	None
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Equality Impact Assessment

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

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

Title of Background Paper(s)

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

1.	None	
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DECISION-MAKER:	COUNCIL		
SUBJECT:	EDUCATION CAPITAL PROGRAMME 2014/15		
DATE OF DECISION:	04 JUNE 2014		
REPORT OF:	CABINET MEMBER FOR EDUCATION & CHANGE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Oliver Gill	Tel: 023 8091 7594
	E-mail:	oliver.gill@southampton.gov.uk	
Director	Name:	Alison Elliott	Tel: 023 8083 2602
	E-mail:	alison.elliott@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY
N/A

BRIEF SUMMARY

This report sets out proposals for the Council's spending priorities within the Education Capital Programme for 2014/15 and future years, in line with corporate priorities.

The report seeks approval to add £3,071,000 of expenditure to the Education Capital Programme. This report also seeks approval for variations totalling £662,000 to the latest capital programme. Finally, approval to spend is sought for £6,700,000 of expenditure within the Education Capital Programme for works taking place in 2014/15 and 2015/16.

RECOMMENDATIONS:

- (i) To add, in accordance with Financial Procedure Rules, a sum of £1,834,000 to the Education Capital Programme, to the Capital Maintenance programme, as detailed in Appendices 1 and 2, funded from non-ring-fenced Department for Education Capital Maintenance grant.
- (ii) To delegate authority to the Chief Financial Officer to add, in accordance with Financial Procedure Rules, a sum of up to £296,000 to the Newlands Primary Rebuild Project, within the Education Capital Programme, funded from non-ring-fenced Department for Education Capital Maintenance grant.
- (iii) To add, in accordance with Financial Procedure Rules, a sum of £500,000 to the Education Capital Programme, to the School Expansions: Phase 3 programme as detailed in Appendix 1, funded from non-ring-fenced Department for Education Basic Need capital grant.

- (iv) To add, in accordance with Financial Procedure Rules, a sum of £441,000 to the Education Capital Programme, to the Universal Infant Free School Meals programme as detailed in Appendices 3 and 4, funded from non-ring-fenced Department for Education Universal Infant Free School Meals capital grant.
- (v) To approve, in accordance with Financial Procedure Rules, capital variations totalling £662,000 to the Education Capital Programme, funded from the budgets shown in Appendix 1.
- (vi) To approve, in accordance with Financial Procedure Rules, capital expenditure of £6,700,000, phased £3,185,000 in 2014/15 and £3,515,000 in 2015/16, within the Education Capital Programme to carry out works as detailed in Appendix 1. This includes approval for expenditure on Primary Review Phase 2, as detailed in the July 2013 report to Council.
- (vii) To note that assumptions have been made about the likely level of Basic Need Grant to be awarded in 2015/16. If the final award is less than anticipated any shortfall in funding would need to be met from borrowing for which provision would need to be made in the revenue budget forecast.

REASONS FOR REPORT RECOMMENDATIONS

1. The Council has a number of urgent priorities for investment within the Education portfolio, which are highlighted within this report. As such, the above recommendations seek to ensure that the resources available to the Authority are allocated to these proposals, in order that the relevant projects can be commenced.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2. The proposals contained within this report represent the means by which the Council can best deliver its stated objectives and responsibilities in terms of school organisation and estate maintenance. The option of not carrying out these proposals would necessarily result in a delay in project commencement and, potentially, a failure to deliver on key objectives for the current financial year and beyond.
3. All of the capital schemes proposed within this report have significant priority and require immediate investment. The rationale underpinning each scheme differs from programme to programme, as set out below:
 - Capital Maintenance – based on the need to undertake significant works relating to health & safety and statutory compliance issues.
 - School Expansion – based on the need to provide sufficient pupil places to meet demand, in line with the Council's statutory duty in this respect.
 - Universal Infant Free School Meals – based on the need to deliver additional kitchen/dining capacity, to enable the Council to deliver against the statutory requirement to provide free school meals for all infant age pupils from September 2014.

4. In developing the proposals presented in this paper, three other investment options for the 'Other Additions' element of the programme were considered. The first of these proposed investing an additional £1,037,000 in additional planned R&M works (with a view to bringing this investment in line with predicted in year demand), as well as an additional £40,000 in the Schools Access Initiative. The second proposed a further investment of £306,000 in planned R&M works (relative to the first option), with this additional investment being targeted at maintaining the maintenance backlog of maintained schools at the present level. The third proposed a further investment of £617,000 in planned R&M works, aimed at addressing all Priority 1 capital issues identified within the condition surveys of maintained schools. After consideration of the various options, it was decided to proceed with the options presented in this paper, on the grounds that the other two options could not reasonably be afforded within the Council's available budgets.

DETAIL (Including consultation carried out)

5. The investment priorities for the Children's Services estate for 2014/15 and beyond are as follows:

Capital Maintenance

6. Newlands Primary Rebuild Project (£296,000)

It is currently projected that there will be an overspend on the Newlands Primary Rebuild Project. The cost uplift is associated with an approved extension of time claim, arising from the discovery of a buried electricity main under the old school building. The projected overspend for Newlands is based on a worst-case scenario. The true amount is likely to be less than this figure. As such, the recommendation is that delegated authority is provided to officers to add a further amount of up to £296,000 to cover the eventual overspend.

7. R&M Planned Programme (£1,247,000)

There is presently a backlog maintenance schedule of £37.6 million at maintained schools in Southampton. Many of these condition-related items have a direct bearing on schools' ability to function (e.g. boilers, roofs, windows) and, as such, it is important that capital is set aside on an annual basis to address the most pressing of these demands. The capital allocation proposed by this report will deal with just over half of Priority 1 issues identified in maintained schools' condition surveys. Should in-year issues arise, the Council should be able to deal with these reactively from the Unplanned Capital Maintenance budget (see §11), with minimal chance of impacting on the planned programme. The proposed programme of work for this element of the programme is appended to this report as *Appendix 2*.

8. Asbestos Management (£140,000)

The Council has a statutory responsibility to provide an ongoing programme of asbestos management for all its maintained schools that are affected by this issue. The cost of this inspection and works programme is generally stable from each financial year to the next and, on this basis, it is recommended that £140,000 is allocated to this budget for the coming year.

9. Schools Access Initiative (£110,000)

The Council has an ongoing statutory responsibility to provide accessibility to educational facilities for children with disabilities, which requires adaptations to be made to school buildings. This programme of work is reactive, with money being spent in response to requests from schools throughout the course of a given year. Previous examples of work carried out include the provision of access ramps, accessible toilets, stair lifts and changing benches. Again, the level of spend is generally consistent, although there is a gradual tend for expenditure to increase year-on-year, as the numbers of children with disabilities educated within a mainstream setting increases. On this basis, it is proposed that £110,000 be allocated to this area for the coming year.

10. Project Management (£137,000)

The cost of project management time for these proposals is £137,000 for 2014/15. This will fund three Project Manager posts in the Strategy & Capital Programme Team in the People Directorate.

11. Unplanned Capital Maintenance (£200,000)

It is important that a certain element of the identified funding is “held back”, in order to provide for unforeseen issues/events that may arise throughout the course of the year, such as emergency roof repairs or boiler replacement, over and above the planned programme. In the event of an unforeseen occurrence, in the first instance, the current Education planned capital programme will be looked at to see if any reprioritisation can be made before drawing on this budget.

School Expansions: Phase 3

12. Current pupil forecasting data indicates that the 2015/16 Year R intake will represent a peak year for demand that will exceed the capacity already built into the system under Primary Review: Phase 2. After this peak year (i.e. from 2016/17 onwards), pupil numbers are forecast to drop back down closer to current levels. The table below shows the number of Year R places available compared to the forecast number of Year R pupils:

Academic Year	Number of Pupils	Number of Places
2014/15	3,060	3,135
2015/16	3,245	3,120
2016/17	3,100	3,120
2017/18	2,940	3,120

13. As such, officers believe it prudent to expand places provision for the 2015/16 year only, via “bulge” classes at five schools. The proposal to increase the Published Admission Number (PAN) at four of these schools was approved by Cabinet on 15 April 2014. The remaining school (Portswood Primary) is an academy and manages its own admission arrangements, but agreement to the expansion has been secured in principle, with the Headteacher and Governing Body. The detail of the expansion proposals is provided below.

14. Portswood Primary (£150,000)
PAN increase from 60 to 90. It is proposed that a modular classroom will be installed onsite. After the bulge year has worked its way through the school, it is the intention that this space could be utilised for teacher training, in which the school is a lead for the city.
15. Bitterne Manor Primary (£120,000)
PAN increase from 30 to 60. It is proposed that the music room will be converted into a staff room, the staff room into a pre-school and the pre-school into a classroom.
16. Mansbridge Primary (£50,000)
PAN increase from 30 to 60. It is proposed that the library will be converted into a classroom.
17. Bitterne Park Primary (£30,000)
PAN increase from 90 to 120. It is proposed that the extra classroom will be achieved by the reorganisation of existing space within the school.
18. Thornhill Primary (£30,000)
PAN increase from 45 to 60. The school has historically accommodated up to 420 pupils so the school has enough classrooms to admit up to 60 pupils in one year group. It is also planned that they will admit up to 60 Year R pupils in 2014/15. This will be achieved through minor refurbishment work to existing classrooms.
19. Great Oaks School (£120,000)
In addition to the above proposed expansions, it is also intended to expand Great Oaks School. The expansion of this school is not associated with the increase in birth rates in the city (as it provides for secondary-age pupils). Rather, the expansion is related to an increase in the number of identified children in the city that are of the need type that the school caters for (i.e. Learning Difficulties & Autistic Spectrum Disorder).
20. The increase in intake is envisaged to take effect from September 2014 and is predicted to be in the region of 16-18 additional pupils. The intention is to provide two additional classrooms to provide for this increased intake, although it is anticipated that they will only be required for 3 years, as it is envisaged that alternative provision will be available from that point. It is proposed that the expansion of Great Oaks will be achieved via the location of two mobile classrooms on the old Millbrook school site, which will provide offsite VI Form provision for the school, whilst freeing up sufficient space in the main school building to accommodate the additional pupils.

Universal Infant Free School Meals (UIFSM)

21. The Children and Families Act places a legal duty on schools in England to offer a free school meal to all infant-age pupils (i.e. those in reception, year 1 and year 2) from September 2014. In December 2013 the government announced £150 million of capital funding to support local authorities in securing the necessary infrastructure to deliver this requirement. In Southampton, this amounted to an unringfenced capital allocation of £441,000 to support this initiative in schools for which the Council has capital responsibility.
22. City Catering has identified the additional equipment (e.g. ovens, steamers, service counters, fridges, freezers, mixers etc.) and storage that is needed in each of the affected schools' kitchens in order to deliver the increased volume of meals that will be needed under UIFSM. The total cost of this provision is projected to be in the region of £264,000 and a breakdown is provided as *Appendix 3*.
23. In addition to this, the Council wrote to affected schools in March to request that they make submissions regarding any essential investment that they would require in terms of bringing their dining capacity up to the requisite level. In total, 22 schools responded with proposals for expenditure to enable their delivery of UIFSM. These proposals have been scrutinised, with further dialogue being entered into where necessary and with priority being given to projects that deliver additional capacity in a cost-effective manner (e.g. additional equipment and/or small-scale refurbishment/remodelling). The outcome of this exercise is the proposal included as *Appendix 4*, with a total cost of £166,000.
24. The total projected cost is therefore in the region of £430,000, although it is proposed that the full grant of £441,000 be allocated to this purpose, to allow some contingency for minor respecification of requirements and/or uplift in costs, relative to estimates.

Scheme Variations

25. In advance of the preparation of this report, all projected overspends and underspends within the programme have been identified. The majority of these have been balanced within the overarching schemes and have been dealt with under the *Officers' Scheme of Delegation*. However, the variations listed in *Appendix 1* require the formal authorisation of Council, as they are between different schemes of work. An overview of the reasons for the significant over and underspends presented in the appendix is provided below.
26. **Expansion of St. John's Primary & Nursery (£235,000 overspend)**
Additional cost associated with the emergence of significant abnormalities, primarily due to the listed nature of the building and the nature of the site. Specifically, the cost uplift is attributable to the need to install a secondary staircase; adaptation of the drainage design; archaeological requirements; and additional balustrading.

27. Pupil Referral Unit Capital (£194,000 overspend)
Additional cost associated with the location of a significant amount of additional asbestos that had not been picked-up in previous surveys, as well as the effective disintegration of the concrete slab in certain areas, necessitating the laying of new flooring and an extension of the contract period.
28. Primary Review P2 – Wordsworth Primary (£124,000 overspend)
Additional cost associated with the location of a significant amount of asbestos “buried” under the existing school, together with the provision of encasement to the secondary staircase, on the recommendation of SCC Health & Safety.
29. Newlands Primary Rebuild Project (£104,000 overspend)
Additional cost associated with an approved extension of time claim, arising from the discovery of a buried electricity main under the old school building. This overspend is in addition to the figure quoted in paragraph 6 and represents the actual overspend to date.
30. Academies – Capital Works (£228,000 underspend)
This budget was associated with the offsite works required to facilitate the development of the two new academies in the city (i.e. Oasis Academy: Mayfield and Oasis Academy: Lord’s Hill). The initial budget was provided on the basis of high-level estimates of the potential works that would be required as part of the planning process. In the event, the Project Team was able to devise and negotiate more cost effective solutions than had originally been envisaged, resulting in the savings shown.
31. Cedar School Unilateral Undertaking (£150,000 underspend)
SCC Planning effectively placed nil capital-related conditions on the Council in respect of this development, meaning that this money is no longer required for the purpose to which it was originally directed. The original allocation was for £200,000. However, the school scheme itself had to be value engineered and it is proposed that £50,000 be held back to support the school in the purchase of fixtures, fittings and equipment, which would mitigate the impact of this. This leaves a £150,000 underspend that can be reinvested in the wider programme.
32. School Capital Maintenance (£133,000 underspend)
This is the programme-level contingency budget associated with the Education Capital Programme. It was provided specifically on the basis of managing unforeseen expenditure and its inclusion in the above table means that it is being directed to the purpose that it was intended for.

RESOURCE IMPLICATIONS

Capital/Revenue

33. The changes to the programme contained in this report are summarised in the table below and detailed in *Appendix 1*.

	Additions £000s
2014/15	2,801.0
2015/16	270.0
Total	3,071.0

34. It is proposed that the additional expenditure will be funded from the following sources and it is anticipated that the 2014/15 funding will be received in advance of expenditure taking place:

Funding Source	2014/15 Confirmed	2015/16 Estimate	Total
	£000's	£000's	£000's
Capital Maintenance Grant	2,130.0		2,130.0
Basic Need Grant	217.0	283.0	500.0
Universal Infant Free School Meal Grant	441.0		441.0
Total	2,788.0	283.0	3,071.0

35. The Basic Need Grant for 2014/15 was given to the Council as part of a two-year grant in 2013/14. In line with the Cabinet Decision of 16 April 2012, the majority of this grant was allocated to funds already committed within the Capital Programme for the Primary Review: Phase 2. An amount of £217,000 of the 2014/15 grant remains uncommitted, which this report proposes allocating to the School Expansions: Phase 3 programme. Further, it is proposed that the remaining £283,000 should be funded via the Basic Need Grant for the 2015/16 financial year.
36. No announcements have yet been made about Department for Education capital grant allocations for 2015/16. However, it is anticipated that as future grant will be targeted at areas of need, that Southampton will receive similar allocations of Basic Need funding. The figure above for 2015/16 is therefore indicative and much less than the £4.8 million confirmed for 2014/15. In the event of future grant funding not being sufficient, funding would need to be set aside to cover borrowing costs.
37. The revenue costs of all schools are met from the Individual Schools Budget funded by the Dedicated Schools Grant. The amount of Dedicated Schools Grant that the authority receives each year is based on the number of children in the city. If the city's overall numbers grow, this will result in an increase in the amount of grant received which can be passed onto schools via budget shares calculated using Southampton's School Funding Formula.

Property/Other

38. It is anticipated that these proposals will assist in reducing the current overall backlog maintenance.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

39. The power to provide and maintain educational facilities as proposed in this report is set out in the Education Act 1996.

Other Legal Implications:

40. The proposals set out in this report are brought forward having regard to the Council's statutory responsibilities as a duty holder for health & safety in schools in accordance with the Health & Safety at Work Act 1974 and associated secondary legislation. Provisions for the increase of security of school sites are designed having regard to the Council's duties under s.17 Crime & Disorder Act 1998 (exercise of functions having regard to the need to reduce or eliminate crime or disorder). The proposals for the increase in catering capacity at infant/primary schools have regard to the Council's statutory responsibilities under the Children and Families Act 2014. All services and works will be procured and implemented in accordance with national procurement legislation and the Council's Contract Procedure Rules and having regard to the Council's duties under the Equalities Act 2010.

POLICY FRAMEWORK IMPLICATIONS

41. The capital investment proposed for Southampton's schools within this report will contribute to the outcomes of both the 14-19 Strategy and Children & Young People's Plan by improving the condition, suitability and efficiency of the City's school estate. Some of the investment that is brought forth under these proposals will likely have to be mindful of the Local Transport Plan. Alignment of the proposals with the aims of this plan will be achieved through the involvement of relevant officers on the appropriate project steering group(s).

KEY DECISION? Yes

WARDS/COMMUNITIES AFFECTED:	All
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SUPPORTING DOCUMENTATION

Appendices

1.	Education Capital Programme Changes 2014/15
2.	Education Capital Maintenance Programme 2014/15
3.	Universal Infant free School Meals – Kitchen Costs 2014/15
4.	Universal Infant Free School Meals – Dining Costs 2014/15

Documents In Members' Rooms

1.	None
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Equality Impact Assessment

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

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

Title of Background Paper(s)

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

1.	None	
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Agenda Item 14

Appendix 1

Education Capital Programme Changes 2014/15 - 2015/16

Project	2014/15 £000's	2015/16 £000's	Total £000's
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ADDITIONS

Capital Maintenance			
Newlands Primary Rebuild	296.0	0.0	296.0
Capital Maintenance planned programme	1,247.0	0.0	1,247.0
Asbestos Management	140.0	0.0	140.0
School Access Initiative	110.0	0.0	110.0
Project management	137.0	0.0	137.0
Unplanned Capital Maintenance	200.0	0.0	200.0
School Expansions: Phase 3			
Portswood Primary		150.0	150.0
Bitterne Manor Primary	120.0		120.0
Mansbridge Primary	50.0		50.0
Bitterne Park Primary	30.0		30.0
Thornhill Primary	30.0		30.0
Great Oaks Special School		120.0	120.0
Universal Infant Free School Meals	441.0	0.0	441.0
Total additions	2,801.0	270.0	3,071.0

VARIATIONS

Expansion of St. John's Primary & Nursery	235.0	0.0	235.0
Pupil Referral Unit Capital	194.0	0.0	194.0
Primary Review P2 – Wordsworth Primary	124.0	0.0	124.0
Newlands Primary Rebuild Project	104.0	0.0	104.0
Sports Development	5.0	0.0	5.0
Academies – Capital Works	(228.0)	0.0	(228.0)
Cedar School Unilateral Undertaking	(150.0)	0.0	(150.0)
School Capital Maintenance	(133.0)	0.0	(133.0)
Harefield Primary Rebuild Project	(66.0)	0.0	(66.0)
R&M Planned Programme	(36.0)	0.0	(36.0)
SEN Review – Great Oaks Phase 2	(29.0)	0.0	(29.0)
Newtown Adventure Playground	(17.0)	0.0	(17.0)
Mayfield Academy Site Access	(3.0)	0.0	(3.0)
Total Variations	0.0	0.0	0.0

APPROVAL TO SPEND

Capital Maintenance	2,130.0	0.0	2,130.0
School Expansions: Phase 3	230.0	270.0	500.0
Universal Infant Free School Meals	441.0	0.0	441.0
Primary Review Phase 2			
Primary Review P2 - Shirley Warren Primary	239.0	0.0	239.0
Primary Review P2 - Fairisle Infant & Nursery	145.0	250.0	395.0
Primary Review P2 - Heathfield Junior School	0.0	750.0	750.0
Primary Review P2 - Sholing Junior	0.0	750.0	750.0
Primary Review P2 - Tanners Brook Junior	0.0	745.0	745.0
Primary Review P2 - Fairisle Junior	0.0	750.0	750.0
Total Approval To Spend	3,185.0	3,515.0	6,700.0

Education Capital Maintenance Programme 2014/15

Appendix 2

Rank	School	Description of Works	Cost (£)
1	St. Denys Primary School	Replacement of roof	270,096
2	Bitterne Park Primary School	Replacement of boilers	90,432
3	Sholing Technology College	Replacement of HWS pipework	163,183
4	St. Mary's CoE Primary School	Replacement of windows	265,335
5	Weston Park Primary School	Replacement of HWS & CWS pipework	168,810
6	Tanners Brook Primary School	Repairs to roof copings	28,621
7	St. Monica Infant School	Replacement of boilers	135,648
8	Mansel Park Primary School	Replacement of electrical distribution system	45,625
9	Bitterne Park Primary School	Replacement of boilers	79,128
		Total	1,246,878

Universal Infant Free School Meals - Dining Costs 2014/15

Appendix 4

School	Item	Amount	Unit Price	Total	School Total
Banister Primary School	External dining facility	2	£5,000	£10,000	£10,000
Bevois Town Primary School	Benches	8	£90	£720	
	Tables	4	£100	£400	
	Serving trolleys	4	£250	£1,000	£2,120
Bitterne Manor Primary School	Table seating units	14	£790	£11,060	£11,060
Bitterne Park Primary School	Chairs	96	£13	£1,248	
	Chair storage units (large)	2	£400	£800	
	Chair storage units (small)	1	£200	£200	
	Tables	16	£83	£1,328	
	Table storage units	1	£221	£221	
	Remodelling of hall	1	£25,000	£25,000	£28,797
Fairisle Infant School	Benches	20	£49	£983	
	Tables	10	£74	£741	
	DDA compliance	1	£7,500	£7,500	£9,224
Foundry Lane Primary School	Serving trolleys	6	£250	£1,500	£1,500
Mansbridge Primary School	Chairs	24	£14	£346	
	Stacking bench seats	48	£53	£2,543	
	Bench skate sets	4	£54	£216	
	Folding tables	6	£83	£499	
	Table storage units	1	£155	£155	£3,758
Mansel Park Primary School	Chairs	35	£15	£525	
	Tables	4	£63	£250	
	Storage area	1	£15,000	£15,000	£15,775
Maytree Infant School	Benches	28	£91	£2,539	
	Tables	14	£104	£1,454	
	Table storage units	2	£276	£552	£4,546
Moorlands	Benches	40	£53	£2,119	
	Bench skate sets	10	£54	£539	
	Tables	20	£81	£1,628	
	Table storage units (large)	1	£221	£221	
	Table storage units (small)	1	£155	£155	£4,663
Shirley Warren Primary School	Tables	15	£84	£1,266	£1,266
Sholing Infant School	Serving trolleys	2	£250	£500	£500
Sinclair Primary School	Chairs	60	£13	£780	
	Tables	10	£83	£830	
	Table trolleys	1	£221	£221	£1,831
Springwell School	Chairs	12	£14	£173	
	Tables	2	£83	£166	£339
St. John's Primary & Nursery School	Serving trolleys	4	£250	£1,000	
	Additional toilet provision	1	£46,000	£46,000	£47,000
St. Mark's CE Primary School	Benches	11	£73	£798	£798
Swaythling Primary School	Cutlery trolleys	1	£100	£100	
	Salad bars	1	£100	£100	
	Access	1	£4,000	£4,000	£4,200
Tanners Brook Primary School	Tables	4	£40	£160	£160
Thornhill Primary School	Chairs	53	£15	£790	
	Tables	6	£101	£605	£1,395
Valentine Primary School	Table seating units	1	£3,448	£3,448	
	Remodelling of hall	1	£9,841	£9,841	£13,289
Woolston Infant School	Benches	16	£90	£1,440	
	Tables	8	£100	£800	
	Serving trolleys	4	£250	£1,000	£3,240
				Total	£165,459
Contingency					£10,869
				Grand Total	£176,328

DECISION-MAKER:	COUNCIL		
SUBJECT:	DESKTOP REFRESH PROGRAMME		
DATE OF DECISION:	4 JUNE 2014		
REPORT OF:	CABINET MEMBER FOR RESOURCES		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Kevin Foley	Tel: 023 80832944
	E-mail:	Kevin.Foley@southampton.gov.uk	
Director	Name:	Mark Heath	Tel: 023 80832371
	E-mail:	Mark.Heath@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY
None

BRIEF SUMMARY

As part of the Capita Strategic Services Partnership (SSP) contract extension approved by Council in November 2013, revised financial arrangements were put in place to manage the ongoing IT desktop refresh programme, with responsibility for funding, managing and implementing the ongoing programme transferred back to the Council. To take forward the ongoing refresh programme, this report seeks to add a sum of £1,194,000 to the Resources Portfolio capital programme, together with the approval of the delegated authority required to make additions to the programme on a rolling basis and to allocate/approve IT resources to deliver the refresh programme, to maximise the efficient use of resources, maintain flexibility and to ensure it is fit for purpose.

RECOMMENDATIONS:

- (i) To add in accordance with Financial Procedure Rules a sum of £1,194,000 to the Resources Portfolio Capital programme phased over the 4 year period 2014/15 to 2017/18 to enable the ongoing implementation of the desktop refresh programme, to be funded from the IT Development Reserve.
- (ii) Delegate authority to the Chief Financial Officer after consultation with the Head of IT to add to the programme on a rolling basis within the funding available.
- (iii) Delegate authority to the Chief Financial Officer after consultation with the Head of IT to allocate and approve IT related resources to deliver the desktop refresh programme to maximise the efficient use of resources, maintain flexibility and ensure it is fit for purpose.

REASONS FOR REPORT RECOMMENDATIONS

1. To enable commencement of the revised Desktop refresh programme as approved by Council in November 2013.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2. None – as Council have already approved the Desktop Refresh strategy.

DETAIL (Including consultation carried out)

3. In November 2013 Council approved the Strategic Services Partnership (SSP) contract extension. This extension included the return of the Desktop Refresh budget to the Council and it was agreed that an IT development reserve be maintained to effect the appropriate refresh of Desktop devices (PCs and Laptops), extending the refresh cycle and thus realising savings for the Council.
4. This report seeks approval to add the initial 4 year indicative refresh programme to the Resources Portfolio Capital programme in order to commence spend in the current financial year, in line with the revised refresh cycle approved by Council.
5. It is essential to implement the desktop refresh programme to keep the technology up to date and fit for purpose in order to deliver Council priorities. This will also enable Capita to fulfil their contractual obligations to maintain and support the IT service.
6. The Chief Financial Officer after consultation with the Head of IT will manage the spend over the appropriate period in order to achieve value for money, provide flexibility and ensure efficient deployment of resources.

RESOURCE IMPLICATIONS

Capital/Revenue

7. Further to the Strategic Services Partnership Contract extension approved by Full Council on 20th November 2013, the budget for refresh of Desktop devices has been returned to the Council together with the responsibility to maintain technological currency. In addition, investment required for infrastructure software and some telephony hardware is now the responsibility of the Council to fund. This is a process that the Council will need to carefully manage and plan in order to maintain the cost of the desktop estate, associated infrastructure software and some telephony hardware within affordable bounds and ensure it is fit for purpose.
8. The funding for this was factored into the financial assessment of the contract extension and to enable effective planning to be undertaken over the medium term an IT Development Reserve has been created. An indicative refresh programme to reflect the extended refresh cycles has been identified covering the remaining term of the Capita contract, the total funding for which will now be added to the Resources Portfolio Capital Programme, to be funded on an annual basis from the IT Development Reserve as required. As the refresh represents a rolling programme for the remaining life of the SSP contract extension it is recommended that Council delegate authority to the Chief Financial Officer after consultation with the Head of IT to add to the programme on a rolling basis within the funding available. The indicative programme value is estimated at £1,194,000 over the 4 year period 2014/15 to 2017/18 as set out below and further updates to this programme will be reported as part of the update of the capital programme:

Indicative Desktop Refresh Programme

Year	Laptops & Docking Stations	PCs & Monitors	Total
	£	£	£
2014/15	70,000	200,000	270,000
2015/16	142,000	185,000	327,000
2016/17	198,000	114,000	312,000
2017/18	59,000	226,000	285,000
Total	469,000	725,000	1,194,000

9. Given the complexity of organisational and technological change and the need to respond flexibly to these changes, it is recommended that Council delegate authority to the Chief Financial Officer after consultation with the Head of IT to allocate and approve IT related resources to deliver the desktop refresh programme to maximise the efficient use of resources, maintain flexibility and ensure it is fit for purpose.

Property/Other

10. None

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

11. The legal powers to pursue the course of action recommended in this report are contained in the Local Government Acts 1972, 1999 and 2000 and the Localism Act 2011.

Other Legal Implications:

12. None.

POLICY FRAMEWORK IMPLICATIONS

13. In November 2013, Council approved as a Policy Framework decision the extension of the contract with Capita Business Services Limited. Therefore, the recommendations in this report are consistent with the policy framework.

KEY DECISION? Yes

WARDS/COMMUNITIES AFFECTED:	none
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SUPPORTING DOCUMENTATION

Appendices

1.	None
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Documents In Members' Rooms

1.	None
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Equality Impact Assessment

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

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

Title of Background Paper(s)

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

1.	None	
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Agenda Item 16

DECISION-MAKER:	COUNCIL		
SUBJECT:	OVERVIEW AND SCRUTINY: ANNUAL REPORT 2013/14		
DATE OF DECISION:	4 JUNE 2014		
REPORT OF:	CHAIR OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Mark Pirnie	Tel: 023 8083 3886
	E-mail:	mark.pirnie@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

None

BRIEF SUMMARY

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

RECOMMENDATION:

- (i) That the report be noted.

REASON FOR REPORT RECOMMENDATIONS

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

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

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

DETAIL (Including consultation carried out)

3. The Council's overview and scrutiny procedure rules require an annual report to be made to Council on the overview and scrutiny function. Attached at Appendix 1 is the Overview and Scrutiny Annual Report covering the 2013/14 municipal year. It aims to provide a succinct summary of the main scrutiny activities and inquiries undertaken during the course of the year.
4. The Chairs of the OSMC, Health Overview and Scrutiny Panel (HOSP) and Scrutiny Panels A and B have been consulted on the contents of the report.
5. During 2013/14 the OSMC has prioritised scrutiny of the Council's Transformation Programme, whilst the HOSP has had oversight of the integration between health and social care and the reconfiguration of local health services.

6. Scrutiny Panel A has just completed an inquiry into the issue of maintaining balanced neighbourhoods through planning, whilst, reflecting the quality of the review, the inquiry by Scrutiny Panel B on Apprenticeships has been shortlisted for the 2013/14 Centre for Public Scrutiny - Good Scrutiny Awards. The winners will be announced on 10th June 2014.

RESOURCE IMPLICATIONS

Capital/Revenue

7. None.

Property/Other

8. None.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

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

Other Legal Implications:

10. None

POLICY FRAMEWORK IMPLICATIONS

11. None.

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	None directly as a result of this report
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SUPPORTING DOCUMENTATION

Appendices

1.	Overview and Scrutiny Annual Report 2013/14
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Documents In Members' Rooms

1.	None
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Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	No
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Other Background Documents Equality Impact Assessment and Other Background documents available for inspection at:

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

**OVERVIEW & SCRUTINY
ANNUAL REPORT 2013/14**



CONTENTS

Chair’s Introduction.....	3
The Purpose and Functions of Overview & Scrutiny.....	4
Overview and Scrutiny Management Committee	5
Health Overview and Scrutiny Panel.....	6
Scrutiny Panel A.....	8
Scrutiny Panel B.....	10
Getting Involved.....	12

Chair's Introduction



Councillor Jeremy Moulton Chair of the Overview & Scrutiny Management Committee – (OSMC) 2013/14

Funding pressures and significant changes to local public services have ensured that the relevance and value of effective scrutiny continues to grow. As a reflection of this in 2013/14 the OSMC has prioritised scrutiny of the Council's Transformation Programme, whilst the Health Overview and Scrutiny Panel (HOSP) has had oversight of the integration between health and social care and the reconfiguration of local health services.

The Scrutiny Panels have completed inquiries into Apprenticeships and the controversial issue of maintaining balanced neighbourhoods through planning. The Apprenticeships Inquiry, undertaken by Scrutiny Panel B, was concluded in September 2013 and reflected evidence received from national organisations, employers, local providers as well as Apprentices and support organisations. The comprehensive recommendations were endorsed by the National Apprenticeship Service and have all been accepted by the Cabinet. Demonstrating the strength of the scrutiny inquiry we have recently been informed that the Apprenticeships Review has been shortlisted for the 2014 Centre for Public Scrutiny Good Scrutiny Awards, the results will be announced on 10th June 2014.

The planning focussed inquiry, undertaken by Scrutiny Panel A, concluded in May 2014. The inquiry considered the issues of Houses in Multiple Occupation, planning enforcement, permitted development rights as well as Neighbourhood Planning. I look forward to the OSMC receiving the report in June and considering the Executive's response to the recommendations later in 2014.

The HOSP has been exceptionally busy this year. The Panel have been undertaking an inquiry into homelessness and health, commenced scrutiny of all safeguarding, including children's since responsibility was transferred from the OSMC, as well as scrutinising the significant health and social care developments in Southampton, such as the development of the Integrated Commissioning Unit. In addition, on a number of occasions members of the HOSP and the OSMC attending joint meetings to discuss key cross cutting issues.

As well as scrutinising progress in transforming the Council to meet the financial challenges facing us, the OSMC has looked beyond the forward plan to reflect upon issues that resonate with communities. Discussion took place with ABP representatives about the development of the Port of Southampton, as well as with Cabinet Members on street cleansing standards.

There has been no use of the Councillor Call for Action procedure this year, and, perhaps reflecting improved communications and a more transparent relationship with the Executive, there were no Call-Ins in 2013/14.

For 2014/15 the scrutiny function needs to consider how social media can be used to engage more effectively with residents; develop scrutiny beyond the city council; progress scrutiny of performance and look to improve outcomes by influencing commissioning specifications.

I am grateful to members of the various scrutiny panels for their hard work and contributions throughout the year. I am also grateful to all the various local groups, charities, national organisations and individuals who have attended, made presentations and provided evidence at the various scrutiny meetings, and to Council officers and Cabinet Members for their attendance.

The Purpose and Functions of Overview & Scrutiny

Decision making context

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

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

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

Scrutiny is a process for:

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

Overview & Scrutiny Management Committee

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

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

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

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

Councillor Call for Action

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

Scrutiny Panels 2013/14

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

Overview and Scrutiny Management Committee

Councillor Jeremy Moulton

Chair of the Overview and Scrutiny Management Committee - 2013/14

Committee Members (April 2014)

Councillor Adrian Vinson (Vice-Chair)

Councillor Daniel Fitzhenry

Councillor Christopher Hammond

Councillor John Hannides

Councillor Eamonn Keogh

Councillor Sharon Mintoff

Councillor Keith Morrell

Councillor Matthew Stevens

Councillor Asa Thorpe

Appointed Members:

Mrs Urszula Topp, Church Representative

Mr Richard Wharton, Church Representative

Whilst oversight of the Council's transformation activity was a priority of the OSMC during 2013/14, including scrutinising the budget, transformation programme, LGA Peer Review outcomes and the Capita contract extension, the Committee continued to scrutinise the Executive, holding them to account for decisions planned and implemented.

In 2013/14 parking was a regular item on the agenda with numerous discussions with the Cabinet Member on parking policy proposals, including evening charges, city centre residential permits and charges for first residents' parking permits.

The OSMC has also acted as a sounding board assisting in the development of key Council policies. These included the following during 2013/14:

- Waste Management Policy
- Housing Allocations Policy
- Homelessness Strategy
- Arts and Heritage Collections Policy

To improve communications between the Executive and Scrutiny the Chair and Vice Chair of the Committee have been provided with briefs on requested forward plan items. This has enabled the Committee to focus on key issues, whilst ensuring oversight of a wide range of decisions.



Scrutiny of the Southampton Safe City Partnership



As the Council is now responsible for the Youth Offending Service the OSMC scrutinised, at the September 2013 meeting, the draft Safe City Partnership Plan and the Youth Justice Strategy. The Committee welcomed the year on year reduction in recorded crime in Southampton and challenged the Partnership to improve the city's comparative position in some critical areas, including violent crime.

Health Overview and Scrutiny Panel



Councillor Matthew Stevens

Chair of the Health Overview and Scrutiny Panel – 2013/14

Panel Members (April 2014)

Councillor Matthew Claisse (Vice Chair)

Councillor Sarah Bogle

Councillor Carol Cunio

Councillor Brian Parnell

Councillor Sally Spicer

The HOSP has had to consider a wealth of information both as part of the Panel's normal business and as part of its review. This has required members and officers to listen and process often complicated data and concepts. Thank you to all who listened patiently but also those who presented information, without the willingness of all involved to contribute to the Panels business it would not have made the progress it has this year.

The HOSP have had a very busy year considering the extensive changes within national and local health services this year, alongside the Panel taking on a new responsibility for children's safeguarding. The first task of the Panel was to make clear the relationship between the Health and Wellbeing Board, patient groups, the City Council and health providers in the city and the body that scrutinises them all, the HOSP. This clarification has meant that the HOSP has been more acerbic and rapier like in its scrutiny.

Within this evolving health framework the Panel has held 10 meetings this year to ensure progress is being made on key changes, that quality is being maintained by providers, as well as undertaking a review into the impact of homelessness and poor housing on the health of single people. Key highlights for the year include:

Responding to consultations - The Panel considered several national changes including:

- **Care Quality Commission (CQC) inspection:** The Panel considered proposals relating to how the CQC monitor, inspect and regulate care services.
- **NHS England Vascular Services:** The Panel were consulted on proposals to develop a Vascular Services Network for Southern Hampshire. This issue has been considered at length by the Panel and it was recommended that Phase 1 was not a substantial change and that NHS England should proceed. The Panel recognised the sensitivity of the issue across the local area and offered to work with others to avoid delays in implementation.
- **NHS England Specialist Services Specifications:** In a joint meeting with the Health and Well Being Board, the Panel considered changes proposed to some NHS England specialist services including kidney dialysis, adult cardiac, complex disability and paediatric intensive care. Overall the proposed changes for these specifications did not appear to raise any major issues for local service provision.

People Directorate

Given the extent of changes underway the Panel have kept a keen eye on the progress of transformation in the People Directorate. The Panel were particularly interested in seeing improved outcomes for young people in care and vulnerable adults, and recognise that projects are in train to improve their journey. The Panel also recognised that the People Directorate transformation and wider commissioning changes will contribute significantly to mitigating future budget pressures. The Panel will continue to scrutinise this area to ensure that the redesign and

shift to earlier intervention achieves the desired outcomes to reduce, or more effectively manage demand, and release resources.

Integrated Commissioning Unit

The Panel reviewed the progress of the Integrated Commissioning Unit and how the Council and the Clinical Commissioning Group are maximising opportunities to pool budgets and improve the quality of providers in the city. In particular issues were raised around hospital acquired infections, the overall quality of local providers and continuing concerns around local nursing and residential homes. The Panel will continue to monitor progress on these issues across the city.

Local Safeguarding Children's Board (LSCB)

In the light of the Panel's new responsibilities for children's safeguarding, alongside issues raised following the public inquiry into the Mid Staffordshire NHS Foundation Trust and the Francis report published in February 2013, the Panel reviewed progress of the LSCB in September 2013 and April 2014. The Panel discussed the challenges faced by the city and the changes underway to make the LSCB more robust and effective. Progress made by the LSCB, and the wider issue of children's safeguarding will continue to be scrutinised next year.

UHS A&E Performance

In 2013 Monitor, the health sector regulator, announced they were investigating University Hospital Southampton's persistent breaches of their A&E targets. In order to check that improvements were being implemented the Panel considered regular reports from the Trust. The Panel were pleased to see significant improvements in the Emergency Department performance in the year, although the winter months remained a challenge. Progress has also been made against their Winter Plan, increasing the number of beds and staffing levels alongside working with partners to reduce the length of stay for patients in hospital. The Panel will continue to focus on ensuring that the flow of patients into and out of the emergency department is improved.



The Impact of Homelessness and Poor Housing on the Health of Single People

In 2013/14 the Panel undertook a review into the impact of housing and homelessness on the health of single people. A significant number of whom have complex needs and live unsettled and transient lifestyles. The aim of the review was to examine the difficulties that their everyday life presents to deliver a preventative and planned approach to improve their health and well being, and access to a settled and decent home.

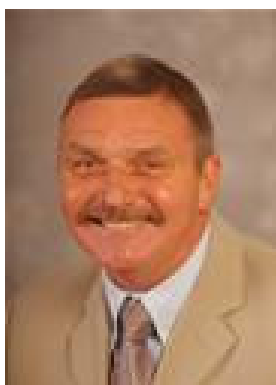
Over 6 meetings the Panel heard evidence from over 30 experts ranging from providers and landlords to GPs and a professor of psychology. Panel members also visited hostels in the city, speaking first hand to a number of homeless people and staff.

Overall the Panel identified that there is a strong homelessness model and partnership in the city, with pockets of excellent practice. The dedication and commitment of staff and officers was noted although it was recognised that the individuals in the system have to be ready to change.

The final report will be presented to Cabinet in July with emerging issues for improvement ranging from raising awareness and the professional recognition of care workers, widening the homelessness partnership, working with landlords to increase the use of HMOs for homeless clients and building a more psychologically informed environment within homeless provision.

Thank you to the officers who administer this Panel, particularly Dorota Goble whose contribution has been invaluable.

Scrutiny Panel A



Councillor Derek Burke
Chair of Scrutiny Panel A – 2013/14

Panel Members

Councillor Matthew Claisse (Vice-Chair)	Councillor Catherine McEwing
Councillor Les Harris	Councillor Sharon Mintoff
Councillor Mary Lloyd	Councillor Adrian Vinson

Maintaining Balanced Neighbourhoods Through Planning

In recognition of the concerns that some parts of Southampton are becoming unbalanced the OSMC set Scrutiny Panel A the task of examining the contribution planning can make to maintaining balanced neighbourhoods and the quality of life for their residents. The Panel were asked to focus on 3 objectives:

1. To review how effectively the City Council's Article 4 and HMOs Supplementary Planning Document (HMO SPD) is working
2. To consider the Council's approach to planning enforcement
3. To increase understanding of the various Government proposals to relax permitted development rights, including those relating to extensions and office to residential conversions, and to consider if a local response should be developed.

The Inquiry took place over 6 meetings from November 2013 to May 2014. As the meetings progressed the Panel had a number of discussions relating to communities having a greater say in the future growth and development of their neighbourhoods. This led to a meeting of the Panel focussing on Neighbourhood Planning.

Houses in Multiple Occupation (HMOs)

As the Article 4 and HMO SPD had been in place for 18 months it was appropriate that the Panel reviewed the policies that were designed to prevent the development of excessive concentrations of HMOs, and to encourage a more even distribution across the city. This discussion, as anticipated, proved to be the most impassioned of the inquiry.

Evidence was provided to the Panel from various sources advocating changing the HMO SPD thresholds currently in existence, or indeed removing the thresholds altogether. The Panel were aware that it is a balancing act between protecting family housing and balanced communities and meeting housing needs for the city. The Panel, whilst recognising that the HMO SPD is not perfect, were not convinced that the evidence presented to them was robust enough to recommend changes to the existing HMO SPD thresholds. The Panel have therefore recommended that the Administration reconsider the HMO SPD thresholds once accurate and soundly based information on housing need and HMO numbers in Southampton, and the tipping point at which communities become unbalanced has been gathered.

The Panel did however make recommendations relating to the population density of HMOs, placing greater emphasis on amenity and neighbourhood character, addressing the proliferation of to-let signs, setting a target for the overall number of students living outside of university provided accommodation and supporting the roll out of the Additional HMO Licensing Scheme.

Planning Enforcement

The Panel were advised that the Planning Enforcement function was the subject of a review by Internal Audit in 2013. The review identified a number of concerns relating to policies and procedures, complaints and executing enforcement decisions within statutory and legal timeframes. The Panel recognised that planning enforcement in Southampton has improved recently but more could be done to ensure that the planning function is not undermined by a lack of prompt and effective enforcement.

Permitted Development Rights (PDRs)

The Panel were informed that on 30 May 2013 a raft of amendments to permitted development and change of use came into effect, lasting for 3 years. The two main changes are:

- The change of use from office to residential
- Increasing the size limits for single storey domestic extensions and conservatories.

Members recognised that the various PDRs had the ability to impact on the balance of neighbourhoods but were notified that neither of the PDRs has so far had a significant impact on Southampton and that they are scheduled to be removed in 2016.

Community led Planning: New ways of working – Educate, engage and enforce

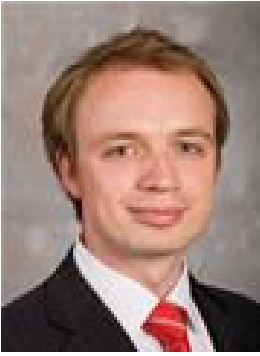
At the 5th meeting of the inquiry the Panel were updated about the new approaches that seek to empower local communities to shape their neighbourhoods. Despite limitations in approaches such as Neighbourhood Planning the Panel saw the value in encouraging, supporting and empowering communities across Southampton to work collectively to develop local solutions.



Overall the Panel made 21 recommendations, which includes recommending that the Executive review the resources allocated to deliver the Planning Service, particularly for enforcement, to ensure that it is sufficient to deliver the service required by the City of Southampton.

The final report of Scrutiny Panel A will be discussed at the OSMC on 12th June before being presented to Cabinet on 17th June 2014.

Scrutiny Panel B



Councillor Dr Darren Paffey
Chair of Scrutiny Panel B – 2013/14

Panel Members

Councillor Peter Baillie
Councillor David Furnell
Councillor Christopher Hammond

Councillor Les Harris
Councillor Maureen Turner
Councillor Lee Whitbread

Apprenticeship Inquiry

Apprenticeships are vital for equipping local people with the skills they need to prosper, and to provide Southampton with the workforce it needs to support economic growth and compete regionally and nationally. However, evidence showed that while the number of Apprentices in the city has been increasing, this growth was below regional and national averages.

Additionally the Government is increasing the age to which all young people must continue in education or training. With effect from September 2013, Raising of the Participation Age (RPA) will significantly increase the demand for Apprenticeship opportunities from young people in Southampton.

Given the information above, Scrutiny Panel B was asked by the OSMC to undertake a review of Apprenticeships in the city with three key objectives:

1. To examine work already carried out by the Council and its partners to generate Apprenticeship growth;
2. To consider the impact of Apprenticeships on the city's economy; and
3. To propose ways of significantly increasing the number and quality of Apprenticeships in Southampton.

Consultation

From the outset the Panel were clear that they wanted the review to be as inclusive as possible. In total 26 guests presented information at the 5 evidence gathering meetings. This included representatives from:

- National organisations (National Apprenticeship Service, National Careers Service)
- Apprenticeship employers or potential employers (Barratt Homes, University Hospital Southampton, Federation of Small Businesses)
- Apprenticeship providers (Southampton Engineering Training Association, City College, Solent Education Business Partnership)
- Apprentices and local support organisations (7 learners attended a meeting to provide the Panel with feedback on the experiences of Apprentices currently employed in Southampton, this included vulnerable young learners, Wheatsheaf Trust, Rainbow Project)
- Southampton City Council (Cabinet Member, Heads of Service)



Recommendations

The Apprenticeships Inquiry created a set of Panel recommendations, informed by the evidence gathering sessions and feedback from key stakeholders, and aligned with local, regional and national policy. Using these recommendations the Council has produced the Southampton Apprenticeship Action Plan 2014-16, to be overseen by a Steering Group including private, public and voluntary sector representation.

Examples of key actions within the action plan include:

1. Improve the Quality and Availability of Apprenticeship Information Advice and Guidance (IAG) in Schools, Colleges and for NEET young people
2. Create an Apprenticeship Ambassador Scheme
3. Introduce Southampton Apprenticeship Graduation Day
4. Develop an Enhanced Traineeship Scheme for Southampton in partnership with Solent LEP
5. Create a Southampton City Council Apprenticeship, Internships and Work Experience Programme, that will expand to apprenticeship brokerage for wider Southampton employers
6. Introduce a Southampton Apprenticeship Grant Scheme

Cabinet

At the 21st January 2014 meeting Cabinet approved all the recommendations from the Apprenticeships Inquiry. Funding was identified from existing budgets and £275,000 of new European grant income.

Outcomes

The outcomes from the Scrutiny Inquiry will be both short and long term. There has been an immediate impact, with the following outcomes already being achieved:

- A citywide campaign creating increased apprenticeship awareness, including events with schools, colleges, young people not in education, employment and training (NEET) and employers, leading to an immediate rise in apprenticeship recruitment of +3.6%.
- The creation of new Business/Education Apprenticeship 'Partnerships', working with the FSB bringing together local SMEs and secondary schools/colleges to improve Information, Advice and Guidance (IAG), Work Related Learning and progression routes to Apprenticeships.
- A policy requirement for new Apprenticeship opportunities within Council Planning (Section 106) and Procurement, leading to 88 apprenticeship 'pledges' from local contractors. The policy is now being adopted by Registered Providers (social housing) in Southampton.

Centre for Public Scrutiny - Good Scrutiny Awards 2014

In recognition of the quality and value of the work undertaken by the Scrutiny Panel the Apprenticeship Inquiry has been shortlisted for an award at the Centre for Public Scrutiny Awards 2014. The awards ceremony takes place on 10th June 2014.



The Apprenticeship Inquiry report and Cabinet response can be accessed through the link below:

<http://www.southampton.gov.uk/modernGov/ieListDocuments.aspx?CId=126&MIId=2480&Ver=4>

Getting Involved

How can I get involved?

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

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

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

- Raise issues with your Councillor and request Overview and Scrutiny to consider as part of **Councillor Call for Action**.
- Give your feedback to inquiry meetings as part of evidence gathering.

Details of forthcoming meetings, agendas, reports and minutes can be obtained from the City Council's website at www.southampton.gov.uk.

Providing Written Evidence

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

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

Address: Transformation and Performance – Municipal, Floor 1, Civic Centre

Email: mark.pirnie@southampton.gov.uk

Telephone: 023 8083 3886

Agenda Item 17

DECISION-MAKER:	COUNCIL		
SUBJECT:	SOUTHAMPTON CITY COUNCIL AND EUROPEAN ELECTIONS 2014		
DATE OF DECISION:	4 JUNE 2014		
REPORT OF:	RETURNING OFFICER		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Ed Grimshaw	Tel: 023 8083 2390
	E-mail:	ed.grimshaw@southampton.gov.uk	
Director:	Name:	Mark Heath	Tel: 023 8083 2371
	E-mail:	mark.heath@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY
None

RECOMMENDATIONS:

To note the results of the City Council and European Elections.

DETAIL (Including consultation carried out)

1. Elections for the City Council and the European Parliament were held on the 22 May 2014, and the following were returned as City Councillors and MEPs for the South East Electoral Region of the UK.

CITY COUNCIL ELECTION

WARD	COUNCILLOR	PARTY
Bargate	Sarah Bogle	LABOUR
Bassett	Beryl Harris	CONSERVATIVE
Bevois	Derek Burke	LABOUR
Bitterne	Simon Letts	LABOUR
Bitterne Park	John Inglis	CONSERVATIVE
Coxford	Keith Morrell	COUNCILLORS AGAINST CUTS
Freemantle	Jeremy Moulton	CONSERVATIVE
Harefield	Royston Smith	CONSERVATIVE
Millbrook	Mike Denness	LABOUR
Millbrook	Steven Galton	CONSERVATIVE
Peartree	Paul Lewzey	LABOUR
Portswood	Paul O'Neill	CONSERVATIVE
Redbridge	Catherine McEwing	LABOUR

Shirley	Hannah Coombs	LABOUR
Sholing	Nigel Hecks	CONSERVATIVE
Swaythling	Bob Painton	CONSERVATIVE
Woolston	Caran Chamberlain	LABOUR

EUROPEAN ELECTION

CANDIDATE	PARTY
Richard Ashworth	CONSERVATIVE
Nirj Deva	CONSERVATIVE
Dan Hannan	CONSERVATIVE
Keith Taylor	GREEN
Anneliese Dodds	LABOUR
Catherine Bearder	LIBERAL DEMOCRATIC
Janice Atkinson	UK INDEPENDENCE PARTY
Nigel Farage	UK INDEPENDENCE PARTY
Ray Finch	UK INDEPENDENCE PARTY
Diane James	UK INDEPENDENCE PARTY

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED:	All
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SUPPORTING DOCUMENTATION

Appendices

1.	None.
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Documents In Members' Rooms

1.	None
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Equality Impact Assessment

Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.	NO
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Other Background Documents

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

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

1.	None	
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