

The Council's Forward Plan

SOUTHAMPTON CITY COUNCIL

Forward Plan

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

- **Council**
- **Cabinet**
- Leader of the Council – Councillor Letts
- Cabinet Member for Resources – Councillor Barnes-Andrews
- Cabinet Member for Education and Change – Councillor Jeffery
- Cabinet Member for Children's Safeguarding – Councillor Chaloner
- Cabinet Member for Communities – Councillor Kaur
- Cabinet Member for Economic Development and Leisure Services – Councillor Tucker
- Cabinet Member for Environment and Transport - Councillor Rayment
- Cabinet Member for Health and Adult Social Care – Councillor Shields
- Cabinet Member for Housing and Sustainability – Councillor Payne
- **Officer Key Decisions**

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

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

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

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

Report	Decision Expected	Portfolio
Council Tax Reduction Scheme - Amendment to 2014/15 Scheme	23 January 2014	Officer Key Decision
Price Review for Leisure and Culture services	17 February 2014	Officer Key Decision
Cabinet response to recommendations of Scrutiny Panel on apprenticeships	21 January 2014	Economic Development and Leisure Portfolio
Establishment of Solent Transport	21 January 2014	Environment and Transport Portfolio
Use of Right to Buy receipts to provide affordable homes	21 January 2014	Housing and Sustainability Portfolio
Scheme Approval Housing Revenue Account (HRA) Programme Project Approval For ECO Contracts And Lift Projects 2013/14 And 2014/15	21 January 2014	Housing and Sustainability Portfolio
Housing Revenue Account Budget Report and Business Plan	4 February 2014	Housing and Sustainability Portfolio
Implementation of the Sustainable Drainage System Approving Body	18 February 2014	Housing and Sustainability Portfolio
Sustainability and Affordable Warmth Strategy 2014-2020	18 March 2014	Housing and Sustainability Portfolio
Ethical Procurement Policy	21 January 2014	Corporate Services Directorate
The General Fund Capital Programme 2013/14 TO 2016/17	4 February 2014	Resources Portfolio
General Fund Revenue Budget 2014/15 to 2016/17	4 February 2014	Resources Portfolio
Changes to existing Revenue and Capital Budgets	12 February 2014	Resources Portfolio

PEOPLE DIRECTORATE

**THERE ARE NO ITEMS FOR THIS
PORTFOLIO ON THIS OCCASION**

**CORPORATE SERVICES
DIRECTORATE**

Title	Council Tax Reduction Scheme - Amendment to 2014/15 Scheme
Details	To consider the report of the Revenues and Benefits Client Manager recommending changes to the Council Tax Reduction Scheme for 2014/15 and subsequent years to take account of changes to legislation and statutory guidance enacted or published after the date of adoption of the scheme.
Decision Maker	Officer Decision Making
Decision Expected	23 January 2014
Date Added to the Plan	3 December 2013
Main Consultees	Cabinet Member for Resources Head of Legal and Democratic Services
Consultation Method	Meetings
Head of Service	Chief Financial Officer
Author	Andy Lowe Chief Financial Officer andrew.lowe@southampton.gov.uk Tel: 023 8083 2049
Background Material Available	Council Tax Reduction Scheme - Amendment to 2014/15 Scheme
Public Comments may be sent to	Steve Olney, Resources and Benefits Client Manager Civic Centre, Southampton SO14 7FP steve.olney@southampton.gov.uk

PLACE DIRECTORATE

Title	Price Review for Leisure and Culture services
Details	To approve the 2014-15 price structure for Leisure, Culture
Decision Maker	Officer Decision Making
Decision Expected	17 February 2014
Date Added to the Plan	3 December 2013
Main Consultees	Relevant Cabinet Members and Officers in Key Council Departments
Consultation Method	Circulation of draft report through briefings and emails
Head of Service	Head of Leisure and Culture
Author	Nigel Greene nigel.greene@southampton.gov.uk
Background Material Available	Price Review for Leisure and Culture services
Public Comments may be sent to	Mike Harris Head of Leisure & Culture Leisure and Heritage Economic Development Southampton City Council Civic Centre, Southampton, SO14 7LP

EDUCATION AND CHANGE PORTFOLIO

**THERE ARE NO ITEMS FOR THIS
PORTFOLIO ON THIS OCCASION**

CHILDREN'S SAFEGUARDING PORTFOLIO

**THERE ARE NO ITEMS FOR THIS
PORTFOLIO ON THIS OCCASION**

COMMUNITIES PORTFOLIO

**THERE ARE NO ITEMS FOR THIS
PORTFOLIO ON THIS OCCASION**

ECONOMIC DEVELOPMENT AND LEISURE SERVICES PORTFOLIO

Title	Cabinet response to recommendations of Scrutiny Panel on apprenticeships
Details	To consider the report of the Cabinet Member for Economic Development and Leisure in consultation with the Cabinet Member for Children's Services outlining the Cabinet's response to the recommendations made by Scrutiny Panel B on the Inquiry into apprenticeships.
Decision Maker	Cabinet
Decision Expected	21 January 2014
Date Added to the Plan	3 December 2013
Main Consultees	Cabinet Members
Consultation Method	emails, OSMC, letters
Head of Service	Head of Communities, Change and Partnership
Author	Denise Edghill Head of Skills and Regeneration denise.edghill@southampton.gov.uk
Background Material Available	Cabinet response to recommendations of Scrutiny Panel on apprenticeships
Public Comments may be sent to	Andy Tickner,

ENVIRONMENT AND TRANSPORT PORTFOLIO

Title	Establishment of Solent Transport
Details	To consider the report of the Cabinet Member for Environment and Transport seeking ratification of the creation of a new proposed Joint Committee, named 'Solent Transport', to replace the existing joint committees of Transport for South Hampshire and Isle of Wight (TfSHIoW) and the Solent Local Transport Body and ratify the TfSHIoW Business Plan 2013-15.
Decision Maker	Cabinet
Decision Expected	21 January 2014
Date Added to the Plan	3 December 2013
Main Consultees	Solent Local Enterprise Partnership South Hampshire Bus Operators' Association Hampshire Chamber of Commerce Associated British Ports Association of Train Operating Companies Democratic Services Legal Services Finance Services
Consultation Method	letters (to partner organisations) and SCC website
Head of Service	Frank Baxter
Author	Philip Marshall philip.marshall@southampton.gov.uk
Background Material Available	None None Approve renaming of Transport for South Hampshire to Solent Transport
Public Comments may be sent to	transport.policy@southampton.gov.uk

HEALTH AND ADULT SOCIAL CARE PORTFOLIO

**THERE ARE NO ITEMS FOR THIS
PORTFOLIO ON THIS OCCASION**

HOUSING AND SUSTAINABILITY PORTFOLIO

Title	Use of Right to Buy receipts to provide affordable homes
Details	To consider the report of the Cabinet Member for Housing & Sustainability, seeking agreement to use Right to Buy receipts to provide new affordable housing through the addition of a scheme to the Housing Revenue Account Capital Programme and the approval of expenditure, in accordance with Financial Procedure Rules. (Since 2012 the council has been able to retain a greater proportion of Right to Buy receipts from the sale of council homes to existing tenants. These additional RTB receipts have to be spent within 3 years of receipt)
Decision Maker	Cabinet
Decision Expected	21 January 2014
Date Added to the Plan	3 December 2013
Main Consultees	Finance, Legal, Property Services, Democratic Services
Consultation Method	Email
Head of Service	Head of City Development, Economy and Housing Renewal
Author	John Tunney John.Tunney@southampton.gov.uk
Background Material Available	Use of Right to Buy receipts to provide affordable homes
Public Comments may be sent to	Sherree Stanley Conroy sherree.stanleyconroy@southampton.gov.uk 023 8083 2632

Title	Scheme Approval Housing Revenue Account (HRA) Programme Project Approval For ECO Contracts And Lift Projects 2013/14 And 2014/15
Details	<p>Following the recent procurement of an ECO partner for the Council there is a requirement to combine specific energy saving projects which are not grant funded in conjunction with those that are grant funded projects. By doing this there will be a saving to the HRA i.e. shared scaffolding.</p> <p>A 5-year plan has now been developed for lift replacement across the city and it is our intention to outline the first two year programme as part of this Scheme Approval.</p>
Decision Maker	Cabinet
Decision Expected	21 January 2014
Date Added to the Plan	3 December 2013
Main Consultees	Tenants Resource Group and local community groups and resident associations
Consultation Method	Tenants Resource Group and local community groups and resident associations
Head of Service	Head of Housing
Author	Geoffrey Miller geoffrey.miller@southampton.gov.uk
Background Material Available	None
Public Comments may be sent to	Geoffrey Miller, Housing Investment Manager, geoffrey.miller@southampton.gov.uk

Title	Housing Revenue Account Budget Report and Business Plan
Details	<p>To consider the report of the Cabinet Member for Housing and Sustainability seeking approval for the Housing Revenue Account budget proposals and long term business plan to be recommended to the budget setting Council meeting on 12 February 2014 including:</p> <ul style="list-style-type: none"> - the proposed 2014/15 Housing Revenue Account (HRA) estimates for all of the day to day services provided to Council tenants in the city, together with proposed rent, service charge and other charges levels for 2014/15, - the HRA capital programme for the period to 2018/19, which updates the programme approved by Council on 18 September 2013 and - the 30 year long term HRA business plan covering capital and revenue projections under the HRA self-financing system.
Decision Maker	Cabinet
Decision Expected	4 February 2014
Date Added to the Plan	3 December 2013
Main Consultees	Officers from Legal, Finance, Property and Human Resources departments, tenants, the Council Management Team and relevant Cabinet Members
Consultation Method	E-mails, letters and meetings
Head of Service	Chief Financial Officer
Author	Alan Denford alan.denford@southampton.gov.uk
Background Material Available	Housing Revenue Account Budget Report and Business Plan
Public Comments may be sent to	Alan Denford Finance Manager Email :alan.denford@southampton.gov.uk Tel: 023 8083 3159

Title	Implementation of the Sustainable Drainage System Approving Body
Details	To consider the report of the Cabinet Member for Housing and Sustainability detailing the operational arrangements for and seeking the delegation of authority to the Head of Planning Transport and Sustainability to establish and implement the statutory function.
Decision Maker	Cabinet
Decision Expected	18 February 2014
Date Added to the Plan	7 January 2014
Main Consultees	Relevant Cabinet Member and officers within Democratic, Legal, Finance, Property Services
Consultation Method	Circulation of draft report via emails and meetings
Head of Service	Head of Planning Sustainability and Transport
Author	Bernadine Maguire bernadine.maguire@southampton.gov.uk Tel: 023 8083 2403
Background Material Available	Implementation of the Sustainable Drainage System Approving Body
Public Comments may be sent to	Bernadine Maguire, Flood Risk Management Officer Bernadine.maguire@southampton.gov.uk 023 8083 2403

Title	Sustainability and Affordable Warmth Strategy 2014-2020
Details	The purpose of this Strategy is to set out Southampton City Council's commitment to the development and implementation of the Sustainability and Affordable Warmth Policy Statement that was agreed by Cabinet in October 2013.
Decision Maker	Cabinet Member for Housing and Sustainability Services
Decision Expected	18 March 2014
Date Added to the Plan	7 January 2014
Main Consultees	Tenants Resource Group
Consultation Method	Verbal update at residents' meetings
Head of Service	Head of Housing
Author	Terry May terry.may@southampton.gov.uk
Background Material Available	Sustainability and Affordable Warmth Strategy 2014-2020
Public Comments may be sent to	Terry May

LEADER OF THE COUNCIL

**THERE ARE NO ITEMS FOR THIS
PORTFOLIO ON THIS OCCASION**

RESOURCES PORTFOLIO

Title	Ethical Procurement Policy
Details	To consider the report of Cabinet Member for Resources seeking approval to the Ethical Procurement Policy.
Decision Maker	Cabinet
Decision Expected	21 January 2014
Date Added to the Plan	9 October 2013
Main Consultees	Council Management Team
Consultation Method	e-mail and meetings
Head of Service	Director Corporate Services
Author	John Spiers john.spiers@southampton.gov.uk Tel: 023 8083 4146
Background Material Available	Ethical Procurement Policy
Public Comments may be sent to	John Spiers, Senior Manager - Property, Procurement and Contract Management, email: john.spiers@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	Decision date amended to the 21st January 2014 in order to enable consultation

Title	The General Fund Capital Programme 2013/14 to 2016/17
Details	The purpose of this report is to inform Council of any major changes in the overall General Fund Capital Programme since it was last reported on 18 September 2013. This report also outlines the way in which the revised programme has been funded, reflecting the changes in availability and usage of capital resources.
Decision Maker	Cabinet
Decision Expected	4 February 2014
Date Added to the Plan	3 December 2013
Main Consultees	Relevant Cabinet Members and officers
Consultation Method	Briefings and meetings
Head of Service	Director Corporate Services
Author	Andy Lowe Chief Financial Officer andrew.lowe@southampton.gov.uk Tel: 023 8083 2049
Background Material Available	THE GENERAL FUND CAPITAL PROGRAMME 2013/14 TO 2016/17
Public Comments may be sent to	Alison Chard Finance Manager Alison.Chard@southampton.gov.uk Tel: 023 8083 4897

Title	General Fund Revenue Budget 2014/15 to 2016/17
Details	To consider the report of the Cabinet Member for Resources seeking to set out the latest estimated overall financial position on the General Fund Revenue Budget for 2014/15 to 2016/17 and to outline the main issues that need to be addressed in considering the Cabinet's budget and council tax proposals to Council on 12 February 2014.
Decision Maker	Cabinet
Decision Expected	4 February 2014
Date Added to the Plan	3 December 2013
Main Consultees	Relevant Cabinet Members, the Council Management Team (CMT), voluntary organisations, partnerships with key City Agencies (e.g. the Police, CCG etc) and other key stakeholders, including staff and the Trade Unions members of the public and business representatives.
Consultation Method	E-mails, letters, online feedback, meetings and public consultation.
Head of Service	Chief Financial Officer
Author	Alison Chard Finance Manager Alison.Chard@southampton.gov.uk Tel: 023 8083 4897
Background Material Available	General Fund Revenue Budget 2014/15 to 2016/17
Public Comments may be sent to	Alison Chard Deputy Chief Financial Officer, Email Alison.Chard@southamtpn.gov.uk

Title	Changes to existing Revenue and Capital Budgets
Details	To consider the report of the Chief Financial Officer setting out changes to existing Revenue and Capital budgets. This Item is a standard Item and will remain on the Forward Plan until required.
Decision Maker	Cabinet
Decision Expected	12 February 2014
Date Added to the Plan	1 October 2012
Main Consultees	Relevant officers and Cabinet Members.
Consultation Method	Briefings, emails and meetings between relevant officers and Cabinet Members.
Head of Service	Andy Lowe Chief Financial Officer
Author	Alison Chard Finance Manager Alison.Chard@southampton.gov.uk Tel: 023 8083 4897
Background Material Available	None listed
Public Comments may be sent to	Alison Chard - Deputy Head of Finance Tel: 023 8083 4897, Email: alison.chard@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	This is a standard item that will remain on the Forward Plan until required

