

# The Council's Forward Plan

SOUTHAMPTON CITY COUNCIL

Forward Plan

Executive Decisions from 19<sup>th</sup> November, 2019

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

- **Council**
- **Cabinet**
- Leader – Councillor Hammond
- Cabinet Member for Adult Care – Councillor Fielker
- Cabinet Member for Children and Lifelong Learning – Councillor Paffey
- Cabinet Member for Healthier and Safer City – Councillor Shields
- Cabinet Member for Resources – Councillor Barnes-Andrews
- Cabinet Member for Green City and Environment – Councillor Leggett
- Cabinet Member for Homes and Culture - Councillor Kaur
- Cabinet Member for Place and Transport – Councillor Rayment
- **Joint Commissioning Board**
- **Officer Key Decisions**



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

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

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

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

<b>Report</b>	<b>Decision Expected</b>	<b>Portfolio</b>
Court Leet Presentments 2019	19 November 2019	Leader's Portfolio
Block Contract for Children's Residential Services for Looked after Children	19 November 2019 20 November 2019 (Council)	Aspiration, Children and Lifelong Learning
Developing the Hampshire and Isle of Wight NHS Long Term Strategic Delivery Plan	19 November 2019	Healthier and Safer City Portfolio
Changes to Existing Revenue and Capital Budgets	15 October 2019	Resources Portfolio
Commercial Property Investment	15 October 2019 20 November 2019 (Council)	Resources Portfolio
Medium Term Financial Strategy to 2023/24 and associated Matters	15 October 2019	Resources Portfolio
Budget Matters	19 November 2019	Resources Portfolio
Implementation of Microsoft 365	19 November 2019	Resources Portfolio
Cleaning Services	19 November 2019 20 November 2019 (Council)	Resources Portfolio
CAPITAL FINANCIAL MONITORING FOR THE PERIOD QUARTER 2	19 November 2019	Resources Portfolio
Corporate Revenue Financial Monitoring for the Period to the end of September 2019	19 November 2019	Resources Portfolio
The Future of St Mary's Leisure Centre	15 October 2019	Homes & Culture Portfolio
Changes to the Radiation (Emergency Preparedness and Public Information) Regulations	19 November 2019	Place and Transport Portfolio
Direct Payment Support Services	17 October 2019	Joint Commissioning Board
Proposal for the mainstreaming of Hospital Discharge Pathway 3 for patients/clients with complex needs	17 October 2019	Joint Commissioning Board

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Council Housing Allocations	4 November 2019	Homes & Culture Portfolio
Landlord Controlled Heating	4 November 2019	Homes & Culture Portfolio

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**LEADER**

Title	<b>Court Leet Presentments 2019</b>
Details	To consider the report of the Director of Legal and Governance detailing the presentments accepted at Court Leet, actions taken to date and Cabinet Members or officers identified to lead on the response and any further action.
Decision Maker	Cabinet
Decision Expected	19 November 2019
Date Added to the Plan	<b>9 October 2019</b>
Main Consultees	Relevant Cabinet Members
Consultation Method	Circulation of draft report containing presentments
Head of Service	Director of Legal and Governance
Author	Ed Grimshaw Democratic Support Officer ed.grimshaw@southampton.gov.uk Tel: 023 8083 2390
Background Material Available	Court Leet Presentments 2019
Public Comments may be sent to	Ed Grimshaw Email: ed.grimshaw@southampton.gov.uk Te: 023 8083 2390
Slippage/Variations/Reason for Withdrawal	
Updates	



# **ADULT CARE PORTFOLIO**

**NO ITEMS ON THIS OCCASSION**

# **ASPIRATION, CHILDREN & LIFELONG LEARNING PORTFOLIO**

Title	Block Contract for Children's Residential Services for Looked after Children
Details	To consider the report of the Cabinet Member for Aspiration, Children and Lifelong Learning seeking approval for a tender for a block contract with one or several providers on the Children's Residential Care Framework for 3 – 6 beds in the Southampton area in order to achieve more competitive rates and better access to beds locally. The block contract/s would be for a period of 3 years (with optional 2 year extension) to meet a full range of needs, including challenging behaviour, of Southampton looked after children.
Decision Maker	Cabinet Council
Decision Expected	19 November 2019 20 November 2019
Date Added to the Plan	<b>9 October 2019</b>
Main Consultees	
Consultation Method	Meetings, emails, draft report
Head of Service	Director of Quality & Integration
Author	Donna Chapman Joint Commissioning Manager d.chapman1@nhs.net
Background Material Available	Block Contract for Children's Residential Services for Looked after Children
Public Comments may be sent to	Donna.chapman2@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	



# **GREEN CITY AND ENVIRONMENT PORTFOLIO**

**NO ITEMS ON THIS OCCASION**

# **HEALTHIER AND SAFER CITY PORTFOLIO**



Title	Developing the Hampshire and Isle of Wight NHS Long Term Strategic Delivery Plan
Details	To consider the report of the Cabinet Member for Healthier and Safer City and to seek endorsement of the direction of travel in relation to the ICS delivery plan.
Decision Maker	Cabinet
Decision Expected	19 November 2019
Date Added to the Plan	<b>9 October 2019</b>
Main Consultees	relevant councillors and officers in key departments.
Consultation Method	circulation of the plan, briefings and meetings
Head of Service	Chief Operations Officer (Customer Experience)
Author	Richard Crouch Chief Operating Officer (Customer Experience) Richard.Crouch@southampton.gov.uk Tel: 023 8083 3360
Background Material Available	Developing the Hampshire and Isle of Wight NHS Long Term Strategic Delivery Plan
Public Comments may be sent to	Stephanie Ramsey
Slippage/Variations/Reason for Withdrawal	
Updates	

# **RESOURCES PORTFOLIO**

Title	Changes to Existing Revenue and Capital Budgets
Details	<p>To consider the report of the Director of Finance and Commercialisation and Cabinet Member for Resources (where relevant) detailing proposed changes to existing Revenue and Capital Budgets to incorporate changes to this and future years' budget.</p> <p>This item is a standard item and will remain on the Forward Plan until required.</p>
Decision Maker	Cabinet
Decision Expected	15 October 2019
Date Added to the Plan	1 July 2019
Main Consultees	
Consultation Method	
Head of Service	Director of Finance & Commercialisation
Author	<p>Steve Harrison  <a href="mailto:steve.harrison@southampton.gov.uk">steve.harrison@southampton.gov.uk</a></p>
Background Material Available	Changes to Existing Revenue and Capital Budgets
Public Comments may be sent to	
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Commercial Property Investment
Details	Report of the Cabinet Member for Resources outlining a policy for investment in commercial property.
Decision Maker	Cabinet Council
Decision Expected	15 October 2019 20 November 2019
Date Added to the Plan	1 October 2019
Main Consultees	Relevant Cabinet Members and officers in key council departments
Consultation Method	Circulation of draft report
Head of Service	Director of Finance & Commercialisation
Author	Steve Harrison steve.harrison@southampton.gov.uk
Background Material Available	Commercial Property Investment
Public Comments may be sent to	Steve Harrison Service Lead Corporate Planning and Commercialisation
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Medium Term Financial Strategy to 2023/24 and associated Matters
Details	To consider the Report of the Cabinet Member for Resources updating the current strategy and seeking approval for consultation on budget proposals if required.
Decision Maker	Cabinet
Decision Expected	15 October 2019
Date Added to the Plan	1 October 2019
Main Consultees	Relevant Cabinet Members and officers in Key Council Departments
Consultation Method	Circulation of draft report and Proposal
Head of Service	Director of Finance & Commercialisation
Author	Steve Harrison  steve.harrison@southampton.gov.uk
Background Material Available	Medium Term Financial Strategy to 2023/24 and associated Matters
Public Comments may be sent to	Steve Harrison Service Lead Corporate Planning and Commercialisation
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Budget Matters
Details	<p>To consider the report of the Director of Finance and Commercialisation and Cabinet Member for Resources (where relevant) detailing proposed changes to Revenue and Capital Budgets to incorporate changes to this and future budget proposals.</p> <p>This item is a standard item and will remain on the Forward Plan until required.</p>
Decision Maker	Cabinet
Decision Expected	19 November 2019
Date Added to the Plan	9 October 2019
Main Consultees	
Consultation Method	
Head of Service	Director of Finance & Commercialisation
Author	<p>Steve Harrison</p> <p><a href="mailto:steve.harrison@southampton.gov.uk">steve.harrison@southampton.gov.uk</a></p>
Background Material Available	
Public Comments may be sent to	<p><a href="mailto:steve.harrison@southampton.gov.uk">steve.harrison@southampton.gov.uk</a></p> <p>Tel: 023 8083 4153</p>
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Implementation of Microsoft 365
Details	To consider the report of the Cabinet Member for Resources seeking approval for the implementation of Microsoft 365.
Decision Maker	Cabinet
Decision Expected	19 November 2019
Date Added to the Plan	1 October 2019
Main Consultees	Relevant Council departments and Cabinet Member for Resources
Consultation Method	Email, meetings, draft report
Head of Service	Director of Digital & Business Operations
Author	James Strachan  James.Strachan@southampton.gov.uk Tel: 023 8083 3436
Background Material Available	Implementation of Microsoft 365
Public Comments may be sent to	James Strachan Director of Digital and Business Operations james.strachan@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Cleaning Services
Details	To consider the report of the Cabinet Member for Recourses seeking approval for the cleaning contract.
Decision Maker	Cabinet Council
Decision Expected	19 November 2019 20 November 2019
Date Added to the Plan	
Main Consultees	relevant Council departments
Consultation Method	meetings
Head of Service	Director of Growth
Author	Salvatore Landolfi  salvatore.landolfi@southampton.gov.uk
Background Material Available	Cleaning Services
Public Comments may be sent to	salvatore landolfi
Slippage/Variations/Reason for Withdrawal	
Updates	



Title

**CAPITAL FINANCIAL MONITORING FOR THE PERIOD QUARTER 2**

Details

To consider the report of the Cabinet Member for Resources informing Cabinet of any major changes in the overall General Fund and Housing Revenue Account (HRA) capital programme for the period 2019/20 to 2023/24, highlighting the changes in the programme since the last reported position in August 2019. The report also notes the major forecast variances against the approved estimates.

Decision Maker

Cabinet

Decision Expected

19 November 2019

Date Added to the Plan

**9 October 2019**

Main Consultees

Consultation Method

Head of Service

Director of Finance & Commercialisation

Author

Madeleine Modha

[madeleine.modha@southampton.gov.uk](mailto:madeleine.modha@southampton.gov.uk)

Background Material Available

CAPITAL FINANCIAL MONITORING FOR THE PERIOD QUARTER 2

Public Comments may be sent to

Slippage/Variations/Reason for Withdrawal

Updates

Title	Corporate Revenue Financial Monitoring for the Period to the end of September 2019
Details	This report summarises the General Fund, Housing Revenue Account (HRA) and Collection Fund position for the Council as at the end of September 2019, and highlights any key issues which need to be brought to the attention of Cabinet.
Decision Maker	Cabinet
Decision Expected	19 November 2019
Date Added to the Plan	<b>9 October 2019</b>
Main Consultees	
Consultation Method	
Head of Service	
Author	Steve Harrison  steve.harrison@southampton.gov.uk
Background Material Available	Corporate Revenue Financial Monitoring for the Period to the end of September 2019
Public Comments may be sent to	
Slippage/Variations/Reason for Withdrawal	
Updates	

# **HOMES & CULTURE PORTFOLIO**

Title	The Future of St Mary's Leisure Centre
Details	To consider a report of the Cabinet Member for Homes and Culture seeking approval for the potential future arrangements of St Mary's Leisure Centre.
Decision Maker	Cabinet
Decision Expected	15 October 2019
Date Added to the Plan	1 August 2019
Main Consultees	Councillor Kaur, Deputy Chief Executive, Director of Customer, Digital and Policy Service Lead - Capital Assets Legal Valuers Finance Procurement
Consultation Method	Posters will be placed within St Mary's Leisure Centre, emailed to customers of St Mary's and also emailed to local community groups.
Head of Service	Director of Digital & Business Operations
Author	Paul Paskins  paul.paskins@southampton.gov.uk Tel: 023 8083 4353
Background Material Available	The Future of St Mary's Leisure Centre
Public Comments may be sent to	Comments can be sent to <a href="mailto:supplier.management.gov.uk">supplier.management.gov.uk</a> by the 12th August 2019.
Slippage/Variations/Reason for Withdrawal	To allow the Council to undertake additional community and stakeholder consultation
Updates	



# **PLACE AND TRANSPORT PORTFOLIO**

Title	Changes to the Radiation (Emergency Preparedness and Public Information) Regulations
Details	To consider the report of the Cabinet Member for Place and Transport detailing changes to legislation relating to visiting nuclear-powered submarines; Southampton City Council's determination of a Detailed Emergency Planning Zone and delegation of authority for associated updates to the Council's emergency planning arrangements.
Decision Maker	Cabinet
Decision Expected	19 November 2019
Date Added to the Plan	<b>9 October 2019</b>
Main Consultees	Prior notification and consultation processes are set out in the revised Regulations. In addition to the statutory mechanisms, further consultation will be undertaken with Hampshire and Isle of Wight Local Resilience Forum; Southampton City Council Democratic, Legal, Finance, Planning, Property Services and other statutory consultative bodies.
Consultation Method	<p>Prior consultation has taken place with the berth operator and national regulators as required under the statutory guidance. The consultation process for changes to the Plan are also prescribed by the revised Regulations and will be followed in relation to any changes to the Plan arising from revised Operator Assessments.</p> <p>In addition to the above, emergency response partners will be consulted within Hampshire and Isle of Wight Local Resilience Forum meetings.</p> <p>Councillors for wards within the proposed Detailed Emergency Planning Zone will be consulted by email, with offer of face-to-face meetings if required.</p>
Head of Service	Director of Transactions & Universal Services
Author	<p>Ian Collins  ian.collins@southampton.gov.uk  Tel: 023 8083 2089</p>

Background Material Available Update on changes to the Radiation (Emergency Preparedness and Public Information) Regulations and associated local emergency planning arrangements for Southampton's visiting submarine berth.

Public Comments may be sent to Ian Collins, Service Lead: Emergency Planning and Business Continuity.  
[ian.collins@southampton.gov.uk](mailto:ian.collins@southampton.gov.uk)

Slippage/Variations/Reason for Withdrawal

Updates



# **JOINT COMMISSIONING BOARD**

Title	Direct Payment Support Services
Details	To consider the procurement of a Direct Payment support service for Southampton
Decision Maker	Joint Commissioning Board
Decision Expected	17 October 2019
Date Added to the Plan	1 October 2019
Main Consultees	<p>Joint Task Force comprising</p> <ul style="list-style-type: none"> <li>- Voluntary sector providers</li> <li>- people with lived experience</li> <li>- ASC reps</li> <li>- Commissioning reps</li> <li>- CHC</li> <li>- Children Services</li> </ul> <p>Cllr Fielker  Director Housing and Adults  Director Quality &amp; Integration  Legal</p>
Consultation Method	<p>Joint Task Force comprising key stakeholders formed the recommendations. Stakeholders include</p> <p>CMB meeting  Meetings with stakeholders</p>
Head of Service	Director of Housing, Adults & Communities, Director of Quality & Integration
Author	<p>Sandra Jerrim  Senior Commissioning Officer  s.jerrim@nhs.net  Tel: 023 8024 1326</p>
Background Material Available	Direct Payment Support Services
Public Comments may be sent to	Sandra Jerrim. S.Jerrim@nhs.net
Slippage/Variations/Reason for Withdrawal	

Updates

Title	Proposal for the mainstreaming of Hospital Discharge Pathway 3 for patients/clients with complex needs
Details	The report will be seeking Joint Commissioning Board (JCB) approval to proceed with a proposal to mainstream hospital discharge Pathway 3 for patients/clients with complex needs and approval to establish a pooled fund between the Council and CCG under S75 partnership arrangements to support this. This follows a substantial pilot period and a further subsequent redevelopment of the model based on the learning from the pilot which was outlined in a report presented to JCB in February 2019.
Decision Maker	Joint Commissioning Board
Decision Expected	17 October 2019
Date Added to the Plan	1 October 2019
Main Consultees	
Consultation Method	
Head of Service	Director of Quality & Integration
Author	Andrew Gittins  andrew.gittins1@nhs.net
Background Material Available	Proposal for the mainstreaming of Hospital Discharge Pathway 3 for patients/clients with complex needs
Public Comments may be sent to	
Slippage/Variations/Reason for Withdrawal	
Updates	

# **OFFICER DECISIONS**

Title	Council Housing Allocations
Details	To consider the report of Customer Involvement Manager seeking to reclassify the age limit in specific supported housing blocks from 60+ to 50+
Decision Maker	Officer Decision Making
Decision Expected	4 November 2019
Date Added to the Plan	1 August 2019
Main Consultees	
Consultation Method	Items can only be place on the plan with the authorisation of the relevant Head of Service or Executive Director
Head of Service	Director of Housing, Adults & Communities
Author	Sean Henderson  Sean.Henderson@southampton.gov.uk Tel: 023 8083 2299
Background Material Available	Council Housing Allocations
Public Comments may be sent to	
Slippage/Variations/Reason for Withdrawal	This item has slipped to 4th November to allow time for further analysis and consideration of the consultation responses.
Updates	

Title	Landlord Controlled Heating
Details	To approve any change in the charges for Landlord Controlled Heating
Decision Maker	Officer Decision Making
Decision Expected	4 November 2019
Date Added to the Plan	1 August 2019
Main Consultees	
Consultation Method	Items can only be place on the plan with the authorisation of the relevant Head of Service or Executive Director
Head of Service	Director of Housing, Adults & Communities
Author	Paul Cunliffe  paul.cunliffe@southampton.gov.uk
Background Material Available	Landlord Controlled Heating
Public Comments may be sent to	
Slippage/Variations/Reason for Withdrawal	The report has been slipped due to technical issues still to be resolved. This item has slipped further to 4th November as issues are yet to be resolved.
Updates	Scheme of Delegation 13.35







