

Public Document Pack

Cabinet

Monday, 18th October, 2021
at 6.00 pm

PLEASE NOTE TIME OF MEETING

COUNCIL CHAMBER, CIVIC CENTRE, SOUTHAMPTON

Members

Leader – Councillor Fitzhenry
Deputy Leader and Cabinet Member for Growth –
Councillor Moulton
Cabinet Member for Finance – Councillor Hannides
Cabinet Member for Environment – Councillor S Galton
Cabinet Member for Communities, Culture and Heritage –
Councillor Vassiliou
Cabinet Member for Health and Adult Social Care –
Councillor White
Cabinet Member for Children’s Social Care – Councillor P
Baillie
Cabinet Member for Education – Councillor J Baillie
Cabinet Member for Customer Service and
Transformation – Councillor Harwood

(QUORUM – 3)

Contacts

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BACKGROUND AND RELEVANT INFORMATION

The Role of the Executive

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

The Forward Plan

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

Implementation of Decisions

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

Mobile Telephones – Please switch your mobile telephones to silent whilst in the meeting.

Use of Social Media

The Council supports the video or audio recording of meetings open to the public, for either live or subsequent broadcast. However, if, in the Chair’s opinion, a person filming or recording a meeting or taking photographs is interrupting proceedings or causing a disturbance, under the Council’s Standing Orders the person can be ordered to stop their activity, or to leave the meeting.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and or/training purposes. The meeting may be recorded by the press or members of the public. Any person or organisation filming, recording or broadcasting any meeting of the Council is responsible for any claims or other liability resulting from them doing so. Details of the Council’s Guidance on the recording of meetings is available on the Council’s website.

Municipal Year Dates (Mondays)

2021	2022
15 June (Tues)	17 January
19 July	7 February
16 August	21 Feb (budget)
13 September	14 March
18 October	18 April
15 November	
20 December	

Executive Functions

The specific functions for which the Cabinet and individual Cabinet Members are responsible are contained in Part 3 of the Council’s Constitution. Copies of the Constitution are available on request or from the City Council website, www.southampton.gov.uk

Key Decisions

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

- financial impact (£500,000 or more)
- impact on two or more wards
- impact on an identifiable community

Procedure / Public Representations

At the discretion of the Chair, members of the public may address the meeting on any report included on the agenda in which they have a relevant interest. Any member of the public wishing to address the meeting should advise the Democratic Support Officer (DSO) whose contact details are on the front sheet of the agenda.

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

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

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

Southampton: Corporate Plan 2020-2025 sets out the four key outcomes:

- Communities, culture & homes - Celebrating the diversity of cultures within Southampton; enhancing our cultural and historical offer and using these to help transform our communities.
- Green City - Providing a sustainable, clean, healthy and safe environment for everyone. Nurturing green spaces and embracing our waterfront.
- Place shaping - Delivering a city for future generations. Using data, insight and vision to meet the current and future needs of the city.
- Wellbeing - Start well, live well, age well, die well; working with other partners and other services to make sure that customers get the right help at the right time

CONDUCT OF MEETING

TERMS OF REFERENCE

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

RULES OF PROCEDURE

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

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 of 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.

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 3.

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.

AGENDA

1 **APOLOGIES**

To receive any apologies.

2 **DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS**

In accordance with the Localism Act 2011, and the Council's Code of Conduct, Members to disclose any personal or pecuniary interests in any matter included on the agenda for this meeting.

EXECUTIVE BUSINESS

3 **STATEMENT FROM THE LEADER**

4 **RECORD OF THE PREVIOUS DECISION MAKING** (Pages 1 - 6)

Record of the decision making held on 13th and 22nd September, 2021 attached.

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

There are no matters referred for reconsideration.

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

There are no items for consideration

7 **EXECUTIVE APPOINTMENTS**

To deal with any executive appointments, as required.

ITEMS FOR DECISION BY CABINET MEMBER

8 **COMMUNITY CHEST 2021/22 ROUND ONE DECISION** □ (Pages 7 - 16)

Report of the Executive Director for Communities, Culture and Homes seeking approval of the Community Chest 2021/22 Round One decisions.

ITEMS FOR DECISION BY CABINET

9 COMMUNITY FUND AND COMMUNITY CHEST GRANT CRITERIA □
(Pages 17 - 34)

Report of the Cabinet Member for Communities, Culture and Heritage detailing the criteria for the new Community Fund and changes to the process for Community Chest Grant.

10 SPECIAL SCHOOL EXPANSION AND RECONFIGURATION □ (Pages 35 - 70)

Report of the Cabinet Member for Education seeking approval for the use of revenue funding to hire temporary modular classroom provision as part of the developing SEND programme; and approval to spend current allocated capital funding on the design work of the scheme to progress the overall project.

11 ST MONICA' S SCHOOL ACADEMISATION □ (Pages 71 - 160)

Report of the Cabinet Member for Education detailing the reconfiguration of St Monica's School site to amalgamate the Infants School onto the site of the Junior School.

12 SOUTHAMPTON BUS SERVICE IMPROVEMENT PLAN (BSIP) □ (Pages 161 - 244)

Report of Cabinet Member for Growth seeking approval for the Southampton Bus Service Improvement Plan (BSIP).

13 EXCLUSION OF THE PRESS AND PUBLIC - EXEMPT PAPERS INCLUDED IN THE FOLLOWING ITEM

To move that in accordance with the Council's Constitution, specifically the Access to Information Procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the following Item.

The report and appendices are considered to be exempt from general publication based on Categories 3 and 7(A) of paragraph 10.4 of the Council's Access to Information Procedure Rules. It is not considered to be in the public interest to disclose the information either in this report or its appendices because doing so would put the Council or other parties at a commercial disadvantage and prejudice the Council's negotiating position and its ability to achieve best consideration.

14 NORTHERN ABOVE BAR PROPERTIES* (Pages 245 - 254)

Report of the Cabinet Member for Growth and the Cabinet Member for Finance and Capital Assets seeking Cabinet approval to review the council strategy relating to Council properties in Northern Above Bar.

15 EXCLUSION OF THE PRESS AND PUBLIC - EXEMPT PAPERS INCLUDED IN THE FOLLOWING ITEM

To move that in accordance with the Council's Constitution, specifically the Access to Information Procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the following Item.

The report and appendices re considered to be exempt from general publication based on Category 3 of paragraph 10.4 of the Council's Access to Information Procedure Rules. It is not in the public interest to disclose this because doing so would prejudice the Authority's ability to achieve best consideration.

16 REVISING THE LITTER ENFORCEMENT SERVICE* □ (Pages 255 - 270)

Report of the Cabinet Member for Environment seeking to revise the operational model of the litter enforcement service provided by a contractor

Friday, 8 October 2021

Service Director – Legal and Business Operations

SOUTHAMPTON CITY COUNCIL
EXECUTIVE DECISION MAKING

RECORD OF THE DECISION MAKING HELD ON 13 SEPTEMBER 2021

Present:

Councillor Fitzhenry	-	Leader
Councillor Moulton	-	Cabinet Member for Growth
Councillor S Galton	-	Cabinet Member for Environment
Councillor Vassiliou	-	Cabinet Member for Communities, Culture and Heritage
Councillor White	-	Cabinet Member for Health and Adult Social Care
Councillor P Baillie	-	Cabinet Member for Children's Social Care
Councillor J Baillie	-	Cabinet Member for Education
Councillor Harwood	-	Cabinet Member for Customer Service and Transformation

Apologies: Councillor Hannides

14. COMMISSIONING HOUSING RELATED SUPPORT SERVICES FOR SINGLE ADULTS, YOUNG PEOPLE AND YOUNG PARENTS

DECISION MADE: (CAB 20/21 32351)

On consideration of the report of the Cabinet Member for Communities, Culture and Heritage and the Cabinet Member for Health and Adult Social Care, Cabinet agreed the following:

- (i) Subject to approval of Council recommendations (i), that approval was given for the procurement of HRS services for young people, young parents and vulnerable single adults;
- (ii) Subject to Council approval for the procurement exercise, to delegate authority to the Director of Quality and Integration to carry out a procurement process for the provision of HRS services as set out in the report and to enter into contracts in accordance with contract procedure; and
- (iii) Subject to Council agreement to the procurement exercise, to delegate authority to the Director of Quality and Integration following consultation with the relevant Cabinet Members to decide on the final model of commissioned services for HRS and all decision making in relation to the re-commissioning.

15. SOLENT GET INTO EMPLOYMENT

DECISION MADE: (CAB 20/21 32340)

On consideration of the report of the Cabinet Member for Communities, Culture and Heritage, Cabinet agreed to the following:

- (i) To delegate authority to the Executive Director, Communities, Culture and Homes to take all actions necessary to accept the grant and deliver the project until December 2023.
- (ii) To accept, in accordance with Financial Procedure Rules, a grant of £529,000 from DWP as match funding towards a total project budget of £1,059,000.
- (iii) To approve, in accordance with Financial Procedure Rules, a corresponding revenue virement totalling £1,059,000 to the Solent Get into Employment project over 2021/22, 2022/23 and 2023/24, along with the Council's individual financial contribution of £324,000 from existing budgets, of which £215,000 is itself from secured external funding; and
- (iv) To approve the Council to act as Accountable Body for the administration of grant funding and the delivery of the Solent Get into Employment project.

16. LAND AT THE CORNER OF LIME STREET / EVANS STREET

DECISION MADE: (CAB 21/22 32353)

On consideration of the report of the Cabinet Member for Finance and Capital Assets, in consultation with the Cabinet Member for Education, having taken into consideration recommendations made by Overview and Scrutiny Committee at the meeting held on 9th September, 2021 and representation from Councillor Paffey, Cabinet agreed the following:

- (i) To approve the principle of a two form of entry Free School at Lime Street Retail site and agree in principle, subject to reaching satisfactory terms, to sell the site to The Secretary of State for Housing, Communities and Local Government for this educational purpose at less than best consideration as set out in confidential appendix 1.
- (ii) To delegate to Executive Director for Place, to finalise details of the freehold sale, following consultation with the Cabinet Member for Finance and Capital Assets.

17. LEISURE WORLD COMMERCIAL TERMS

DECISION MADE: (CAB 21/22 31850)

On consideration of the report of the Cabinet Member for Growth and having received recommendations from Overview and Scrutiny Management Committee held on 9th September, 2021, Cabinet agreed the following:

- (i) That the commercial and financial terms and related recommendations set out in confidential Appendix 2 be agreed.
- (ii) Following consultation with the Cabinet Member for Growth and Executive Director of Finance and Commercialisation, that the Executive Director of Place be given delegated authority to finalise the detailed terms of this transaction.

18. BARGATE SCHEME - COMMUNITY INFRASTRUCTURE LEVY RELIEF

DECISION MADE: (CAB 21/22 32368)

On consideration of the confidential report of the Cabinet Member for Finance and Capital Assets in consultation with the Cabinet Member for Growth Cabinet agreed modified recommendations as agreed at the meeting.

19. ENERGY PROCUREMENT CONTRACT AWARD

DECISION MADE: (CAB 21/22 32369)

On consideration of the confidential report of the Energy Manager, Cabinet agreed recommendations set out in the report.

SOUTHAMPTON CITY COUNCIL
EXECUTIVE DECISION MAKING

RECORD OF THE DECISION MAKING HELD ON 22 SEPTEMBER 2021

Present:

Councillor Fitzhenry	-	Leader
Councillor Moulton	-	Cabinet Member for Growth
Councillor S Galton	-	Cabinet Member for Environment
Councillor Vassiliou	-	Cabinet Member for Communities, Culture and Heritage
Councillor White	-	Cabinet Member for Health and Adult Social Care
Councillor P Baillie	-	Cabinet Member for Children's Social Care
Councillor Harwood	-	Cabinet Member for Customer Service and Transformation
	-	

Apologies: Councillors Hannides and J Baillie

20. CALL-IN OF EXECUTIVE DECISION CAB 21/22 32353 - LAND AT CORNER OF LIME STREET /EVANS STREET

DECISION MADE: (CAB 21/22 32564)

On consideration of the report of Chair of the Overview and Scrutiny Committee, detailing the Call-In of Executive Decision CAB 21/22 32353 – Land at the corner of Lime Street / Evans Street, Cabinet received representations from Councillor Fielker, Chair of Overview and Scrutiny Management Committee, John Draper, Chair of Southampton School's Forum, Kirsten Buist, Chair of Southampton Primary Headteacher Conference, Kate Vincent, Members of the Council and other interested parties.

The following recommendations received from Overview and Scrutiny Management Committee at their meeting on 22nd September, 2021 were addressed by Cabinet:

(i) That Cabinet postpone the decision on the sale of land to the Secretary of State for Housing, Communities and Local Government whilst it gathers and analyses the data required to evidence the demand for an increase in primary school places in the city.

Upon being put to the vote, recommendation (i) was rejected.

(ii) If analysis identifies that the evidence is not available to support the increase in demand for primary school places in the city, that Cabinet postpone the decision on the sale of land to the Secretary of State for Housing, Communities and Local Government to negotiate an agreement, as a condition of sale, that the school significantly contributes to meeting the Special Educational Needs within the city.

Upon being put to the vote, recommendation (ii) was rejected.

If Cabinet is not minded to postpone the decision:

(iii) Cabinet work to reach a binding agreement between Hope School governors and Southampton City Council that commits the new school to meaningfully contribute to meeting the need for additional SEND provision in the city.

Upon being put to the vote, recommendation (iii) was rejected.

(iv) That Cabinet report back to this Committee on the meaning support which will be provided to mitigate the negative impact the expansion of Hope School to a two form of entry school is forecast to have on the wider primary school community in Southampton.

Upon being put to the vote, recommendation (iv) was accepted.

(v) That Cabinet commits to meaningfully consult and engage with stakeholders when making decisions and that these consultations are reflected in the decision-making reports presented to Cabinet and Council and the pre-decision briefing papers considered by scrutiny committees.

Upon being put to the vote, recommendation (v) was accepted.

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Agenda Item 8

DECISION-MAKER:	CABINET MEMBER FOR COMMUNITIES, CULTURE AND HERITAGE		
SUBJECT:	COMMUNITY CHEST GRANTS 2021/22 ROUND 1		
DATE OF DECISION:	18 OCTOBER 2021		
REPORT OF:	EXECUTIVE DIRECTOR FOR COMMUNITIES, CULTURE AND HOMES		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Wendy Flanagan	Tel: 07385418957
	E-mail:	wendy.flanagan@southampton.gov.uk	
Director	Name:	Mary D’Arcy	Tel: 02380834611
	E-mail:	mary.d’arcy@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
None	
BRIEF SUMMARY	
<p>Community Chest is the council’s small grant scheme and currently awards grants of up to £2,500 to community groups and small voluntary organisations and social enterprises in the city with annual incomes of less than £250,000. Grants are awarded twice a year under delegated authority to the Cabinet Member for Communities, Culture and Heritage, following recommendations from the cross-party Community Chest Grant Advisory Panel. The annual budget is £50,000.</p>	
<p>The Celebrations grant scheme is a sub-section of the Community Chest grant and offers grants up to £500. Applicants may apply for both the Community Chest and Celebrations grants, providing it is for different events/activities. Unlike the main Community Chest grant scheme, there is no income cap on applicants to the Celebrations grant scheme and any voluntary, community and social enterprise organisation can apply.</p>	
RECOMMENDATIONS:	
(i)	To agree the recommendations for 2021/22 round 1 grants made by the cross-party Community Chest Grant Advisory Panel as set out in appendix 2.
REASONS FOR REPORT RECOMMENDATIONS	
1.	All the applications have been considered by the cross-party Community Chest Grant Advisory Panel, which has made recommendations on which should receive funding. All applications recommended for funding contribute to at least one of the council’s priority outcomes and will enable the applicants to provide activities for the benefit of their communities.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
2.	The option of not recommending funding was considered and rejected as it would not meet the council’s aims of supporting local people to engage in community action.
DETAIL (Including consultation carried out)	

3.	Community Chest is the council's small grants scheme and has been running for more than 35 years. It is periodically reviewed to ensure it continues to meet the needs of local community groups. All grant funded projects, events and activities must contribute to at least one of the council's four priority outcomes. Since 2019 a smaller grant has also been available for community celebration events that bring different people together.
4.	Both grant schemes have two rounds per financial year. In 2021/22 the overall budget available is £50,000. The decision maker for both grant schemes is the Cabinet Member for Communities, Culture & Heritage, following recommendations by the cross-party Community Chest Grant Advisory Panel.
5.	Each application is first checked by a technical appraiser to ensure both the project and the applicant meet the Community Chest or Celebrations Grant criteria and minimum standards for grant funding. Further information or clarification is requested where necessary. All applications are then submitted to the cross-party Community Chest Grant Advisory Panel for consideration.
6.	Applications for round one of the 2021/22 Community Chest and Celebrations grant schemes were submitted by 11 June 2021. In total 34 applications were received – 33 for Community Chest and 1 for the Celebrations Grant. The total requested was £67,486. The Community Chest Grant Advisory Panel met on 6 September 2021 to consider all applications.
7.	<p>The Community Chest Grant Advisory Panel has recommended full funding for 18 applications, totalling £37,187. Of the applications that are not being recommended for funding:</p> <ul style="list-style-type: none"> • 3 applications are recommended to be declined because of a lack of clarity regarding how the funds would be spent. • 2 applications are recommended to be declined as the organisation does not meet the technical requirements, namely that the organisation is a limited liability company operating for profit. • 2 applications are recommended to be declined for funding as it is unclear whether the project will directly benefit residents of Southampton. • 2 applications are recommended to be declined because supporting documents were not provided. • 2 applications are recommended to be declined because there are multiple similar projects already in operation. • 1 application is recommended to be declined as other funds have been available to the organisation by Southampton City Council since the application was submitted. • 1 application is recommended to be declined because the panel felt it would be an inappropriate use of funds. • 1 application is recommended to be declined because it doesn't meet the technical requirements, namely that the grant would be used for food which is not permissible under the grant guidelines.
8.	A list of all applications with full details of the recommendations and reasons why for each one is attached at Appendix 1.

RESOURCE IMPLICATIONS

REVENUE

9.	A revenue budget of £0.05M was agreed within the budget papers in February 2021. Award of the 18 applications totalling £37,187 will leave £12,813 available for award for 2021/22 financial year.
Property/Other	
10.	None
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
12.	The legal power for the Council to establish, administer and make awards from the Community Chest grant fund is provided by the Localism Act 2011. Subject to certain statutory restrictions. Section 1 gives the Council “power to do anything that individuals may do” which includes making grant funding contributions to worthwhile projects and activities that supports the work of the Council and / or contributes to the wellbeing or benefit of the community or city residents. S.137 provides restrictions on grants to community organisations subject to a maximum amount per head of populace in any one financial year (current £6.15 per head of populace). Any grant funding provided to charity, community organisations or other public bodies will be subject to those restrictions and finance will be required to maintain a auditable trail for annual spending in this regard alongside any other s.137 funding engaged in by the Council.
<u>Other Legal Implications:</u>	
13.	In awarding grants under this scheme the Council has had regard to the requirements of the Equalities Act 2010, including the need to assess all applications having regard to the public sector equality duty set out in s.149 of the Act and to ensure that the application process is fair, transparent and designed to eliminate unlawful discrimination against those who have protected characteristics. Grants are also assessed having regard to s.17 Crime & Disorder Act 1998 and the extent to which they contribute to the elimination of crime and disorder in the City together with all other relevant legislation.
RISK MANAGEMENT IMPLICATIONS	
14.	The risks of fully funding, part funding or not funding each application were considered as part of the Community Chest Grant Advisory Panel’s discussions. The impact of COVID-19 on the proposed activities was also considered. The recommendations listed in Appendix 1 are considered to be low risk.
15.	All grants will be awarded on condition that the activities/events are carried out in line with Government Guidance about COVID-19, to ensure the safety of everyone involved.
POLICY FRAMEWORK IMPLICATIONS	
16.	The recommendations in this paper support the delivery of the Council’s Corporate Plan 2021 – 2026 , key partnership strategies such as the Safe City Strategy and the Health and Wellbeing Strategy as well as Level 1 strategies of the Council

KEY DECISION?	Yes	Page 9
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WARDS/COMMUNITIES AFFECTED:

All

SUPPORTING DOCUMENTATION

Appendices

- | | |
|----|---|
| 1. | List of recommendations for Community Chest grant 2021/22 Round 1 |
|----|---|

Documents In Members' Rooms

- | | |
|----|--|
| 1. | Approach to Voluntary Sector Funding, Equality and Safety Cumulative Impact Assessment – updated July 2020 |
|----|--|

- | | |
|----|---|
| 2. | Data Protection Impact Assessment – updated July 2020 |
|----|---|

Equality Impact Assessment

- | | |
|---|------------|
| Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out. | Yes |
|---|------------|

Data Protection Impact Assessment

- | | |
|--|------------|
| Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out. | Yes |
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Other Background Documents

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.	
2.	

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No.	Organisation	Towards	Requested	Nbr beneficiaries	% beneficiaries who are Soton residents	Ward	Better Care Cluster	Aims and objectives of organisation (from application form)	Technical Appraiser	SCC grant history (all applications both funded and not)	Supporting Docs	Annual income (last financial year)	Additional priorities	How well do they meet the priority?	Is the organisation / project viable?	Does application meet technical requirements enough to be funded?	Appraiser Suggested Grant Amount	Technical appraisal comments	Panel Recommended Amount	Suggested Conditions
1. Communities, culture and home																				
	Chinese Association of Southampton	Chinese Culture & Fitness Project which will include 24 2-hour workshops and the whole course will be for 6 months. This project aims to improve members' wellbeing through learning Tai Chi, Qi Gong, Baduanjin, 5-element exercise and Lion & Dragon dances. Through these workshops, we also aim at promoting cultural enrichment as well as creating stimulation for enjoyment. The grant will be mainly used for hall hiring, a portable PA system, Lion and Dragon dance costumes, and instructor fee. The portable PA system is needed to play the music for the workshops.	£2,500	100	100%	Bevois		The objectives of our organisation are to promote Chinese art, culture and traditions to the general public; improve the quality of life for Chinese people living in and around the city of Southampton; and to actively encourage our members to seek a better understanding of other cultural groups in Southampton.	Wendy Flanagan	None	Good	£7,095	Wellbeing	Well	Viable	Yes	£2,500.00	A good project which will benefit residents in the city. Clearly explained what the money would be used for.	£2,500	
	Friends of Bitterne Station	We would like to use the grant to organise a series of workshops and activities (facilitated by All About Art Ltd) with the local community that will result in a community mosaic to be designed, developed and installed in the surrounding of Bitterne Station.	2,215.00			Bitterne Park		We started volunteering as part of the Three Rivers Rail Partnership (https://threeriversrail.com/) to maintain the grounds and flower beds of Bitterne Station. The station surrounding have been neglected and were overgrown and full of litter. We are slowly replanting wildlife friendly flowers and small plants. We hope to host small community events in the car park when the weather improves and Covid-19 restrictions are lifted. In general we would like the Station and its spaces a new hub for the community and local nature.	Wendy Flanagan	None	Good	£583	Place Shaping	Well	Viable	Yes	£2,215.00	Fits with other projects which have been undertaken around the city.	£2,215	
	GEMS Food	We are volunteers and will need donations/grants to keep things going. In the process of taking over Kingsland Community Centre	2,500.00	300	100%	Bargate		Since this grant will not be issued until September, and I only heard about it this morning, all we know at this stage is that we plan to open the community centre as a thriving community hub. There are just so many variables at the moment with PHT ending their contract with WICT (PHT have been paying our £300 p.m. rent up until July) and also the change in leadership with the Kingsland Resident Community Association (they have asked GEMS to take over the management of the Centre but it has to be confirmed in an election).	Wendy Flanagan	None	Poor			Well	Not Viable	No		No specifics on what the grant would be used for in the very early stages of setting up the project to take over a community centre. Advice given about future round of funding and how to find other available grants.	£0	
	In Focus Education & Development	This pilot project will develop a series of community focused remote learning workshops that introduce the participants to photography. The workshops, 4x 90-minute sessions, over the course of a month will cover the basics of photography whilst also help the participants with other skills such as problem solving and decision making. The grant... would be spent on wages for course creation and delivery, and a variety of digital handouts and guides to use between and after sessions, and active evaluation. This pilot scheme will have the aim to expand to across further courses in the future.	2,115.00	15	100%	Bevois		Team members of In Focus have been providing much needed arts-based, extra-curricular, educational services to multiple at-risk and minority groups in Southampton and Hampshire for over a decade. We are an unfunded CiC that works closely with local authority to implement projects where they are needed most.	Wendy Flanagan	None	Good			Well	Viable	Yes	£2,115.00	A project which is already operational and would add value to residents	£2,115	Require sight of accounts before any grant is released and further detail about how in the community work could work in future.
	Je Jux Cosmetics Limited	To help set up the facilities to travel and use specific products to help bring positive change and bring people to health through pamper days and love support and treatments through our organisation. Including hair and beauty days for those with hair loss and or such illness such as cancer.	3,000.00	1,000	100%	Woolston		We create fun spa day treatment for people in the communities in southampton homes and mental health institutions	Wendy Flanagan	None	Poor		Wellbeing	Poor	Not Viable	No		This project does not meet the requirements as it is a for profit enterprise.	£0	
Page 13	La Recre	La Récré requests financial support to resume face-to-face teaching at Bitterne Park School. Since 03/2020, sessions have been online and membership has dropped significantly (over 30%). The board has put all measures in place to resume safe face-to-face teaching from 22/05/21. This however leads to increased expenses while our incomes are still lower than before COVID. The grant will help with our recurring and consumable costs while we build back our memberships and pupil numbers. The grant will cover some 1) staff costs, 2) consumables costs, 3) venue hire fees 4) insurance fees.	2,153.07	90	40%	Bitterne Park		La Récré was created in 2015 and is the only French language organisation for bilingual families and French language enthusiasts. La Récré is a meeting point for French speaking families as well as a local centre of reference for French culture and language for all Southampton residents.	Wendy Flanagan	None	Good	£18,638		Well	Viable	Yes	£2,153.07	A good project that requires support to move back to face to face post covid.	£2,153	Would like to know if pupils are charged.
	Outreach Radio	To cover the costs of our DAB transmission fees.	2,500.00	170,000	25%			We are a not-for-profit local radio station run by local volunteers, and broadcasting on DAB Digital Radio. We began in March 2020 under a temporary licence, designed to all support local communities. (Covid support, wellbeing & mental health support, etc), and obtained a permanent licence in November 2020.	Wendy Flanagan	None	Poor	No accounts	Wellbeing, Green City	Okay	Not Viable	No		Unclear whether this project actually benefits southampton residents. Requested information. Also requested accounts.	£0	
	SO14 Growing Together	In an area where residents do not have gardens; to set up mini allotments, balcony gardening. This will enable the community to learn more about the environment. To grow food for themselves & the community, for meals. For sale in a pop-up café & for the Northam foodbank. And using foodbank leftover food. Also selling plants etc. Tackling food & other forms of poverty & providing volunteering & skills /training opportunities. We believe this project will help improve resident's physical & mental health. We need gardening tools, seeds etc & some catering items	802.04	50	100%	Bevois		Growing Together aims to create a circular local economy, bringing the community together through growing fruit and vegetables & cooking. Reopening the Breakfast Club, creating a pop-up café, engaging children & youth in these opportunities. Providing training/skills e.g., catering, gardening etc	Wendy Flanagan	None	Good	New Group	Green City, Wellbeing	Well	Viable	Yes	£802.04	Several similar projects around the city have shown significant benefits to residents.	£802	
	Testlands Support Project	This funding will be spent on equipment which will be used on this event and similar events in the upcoming future. As well as equipment the funding will be used to advertise the events with banners on site and to boost posts on social media. A small packed lunch for each of our volunteers on the day will also be covered. We aim to host the event at Testlands Hub which means various bookings on site will need to be cancelled to make way for this day. Due to this, TSP will need to cover costs of losses accrued by Testlands Hub for this day.	2,009.00	1,000	80%	Redbridge		TSP is dedicated to making a difference; working locally to improve the opportunities of young people and local communities and continues to develop and grow due to the positive response and encouragement it has received from local people, organisations and sponsors.	Wendy Flanagan	Community Chest 2016/17- Towards the costs of equipment and materials to set up a café in their hub, which is also used by other community groups- £2,000. Community Chest 2018/19- Towards the costs of additional IT equipment to support their expansion (1 PC, 3 laptops, software and a printer). £2,113	Okay	£100,265	Green City, Wellbeing	Well	Viable	Yes	£2,009.00	A good community event which will benefit residents and get children involved in sports. Other funds have since been made available to them.	£0	
	The Goden Leaves	Garden equipment for people who want to join the garden and cleaning work - from gloves and secateurs to hose, rubbish pickers and hoes. Garden plants such as perennials, alpines, small trees and bushes, seasonal flowering plants, etc. Pests' sprays. Fertilizers. Soil, stones, timber, white paint/varnish, seeds. Birds' food and feeders. Artistic activities - graffiti paints, varnishes, gloves, colours sprays, paintbrushes in various sizes. Social activities - group events with coffee and tea to discuss what needs to be done and where, BBQ - venue hire for regular monthly meetings. Office duties - paper, printer, ink cartridges, envelops, publicity materials to attract other people in other areas in Southampton to do similar community works.	1,737.00	300	100%	Bargate		We are volunteer-led group based in Southampton in Golden Grove area. We clean the community areas and provide social meetings for people living in Southampton (often disabled, elderly, and from minority groups). We care for green spaces around the town, but mainly in St. Mary's area. We enjoy garden and artistic activities such as painting the walls, using recycled materials, showing children how to care for plants and bees, etc. Core members are DBS checked and awaiting the H&S training. Many of us are artists, photographers, nurses, and social workers.	Wendy Flanagan	None	Okay	New Group	Green City, Wellbeing	Well	Somewhat	Yes	£1,737.00	No similar known projects in the area and would be beneficial to residents. Have not provided bank details as new group so would need these before making any payment.	£1,737	
	The United Voices of Africa Association	We are planning to prototype the digital museum of migration, we have completed our research and development stage, identified key elements and focus for content. We have taken part in a workshop with Artas a technology company that specialises in creating digital museums and looked at the various ways this can be achieved, opportunities to use Augmented Reality and Virtual Reality. As the scope for the content covers 5 centuries and complex themes it has been recommended that we prototype the museum focusing on perhaps half a dozen detailed stories to help develop our thinking for the practical development of the museum before committing potential large sums of money and time all in one go. A£5K budget would enable us to achieve a working prototype that could be launched as the first phase of the museum, and be tested by users and give us a public facing project which can show what we will be aiming to produce in the fully fledged museum	2,500.00	?	?	Bevois		An umbrella organisation for all African groups in the city. Aims to bring them together to strengthen their position and contributions in their local communities. TUVAA's cultural events, workshops and its centre inspire and promote social connections and enhance life skills.- £912.	Wendy Flanagan	None	Poor	New Group		Well	Not Viable	No		No supporting documents provided. A large project which will require significant funding, no explanation as to where this will come from. While it's a very good cause, the applicant has not set out how the money would be spent or benefit Southampton residents. Speak to Carolyn Abel.	£0	
	Thornhill Baptist Church	We have started to offer a community food hub to those who live locally to alleviate hardship and reduce food waste in the city. During Covid we were able to use our small freezer but now that the building is being used for more activity we need a freezer.	399.99	50	100%	Bitterne		We are a church which carries out many activities to support well-being body, mind and soul. The project I am applying for is funding to support our community food hub.	Wendy Flanagan	Thornhill Healthy Communities Grant- Towards a wellbeing drop-in café on Monday mornings at Thornhill Baptist church, offering hot drinks, smoothies and healthy food, a quite space to meet and craft activities. -	Good	£183,664	Wellbeing	Well	Viable	Yes	£399.99	A small grant requested to provide specific equipment to allow the storage of food to distribute to those in need. Large amount in account but this is needed for usual running and activities of the organisation	£400	
1. Communities, culture and home sub-totals			21,931.10														£13,931	£11,922		
2. Green City																				

No.	Organisation	Towards	Requested	Nbr beneficiaries	% beneficiaries who are Soton residents	Ward	Better Care Cluster	Aims and objectives of organisation (from application form)	Technical Appraiser	SCC grant history (all applications both funded and not)	Supporting Docs	Annual income (last financial year)	Additional priorities	How well do they meet the priority?	Is the organisation / project viable?	Does application meet technical requirements enough to be funded?	Appraiser Suggested Grant Amount	Technical appraisal comments	Panel Recommended Amount	Suggested Conditions
	Castleshaw Community Allotment	Replace and repair essential equipment such as spades, forks and other tools for working the allotment. Manure to reinvigorate the soil and maintain its structure. Seed potatoes, onion sets, seeds and plants to ensure a good harvest and biodiversity. Tea, coffee, milk and sugar to refresh our attendees.	£498.00	15	100%	Millbrook	Better Care Cluster	An allotment group providing flexible support to vulnerable adults improving their health and wellbeing within a sustainable healthy safe and inclusive environment for everyone. Our aims are to reduce social isolation, encourage exercise. Supporting colleagues are trained in supporting vulnerable adults. Pippa (lead co-ordinator) has RHS and Countryside Management qualifications.	Wendy Flanagan	None	Okay		Wellbeing	Well	Viable	Yes	£480.00	A small grant needed to keep a community group going. I have omitted the amount for tea and coffee as this is not integral to the group's activities and therefore cannot be funded under the community chest grant scheme.	£498	
	Cloudz Kidz CIC	We are going to run 10 workshops over the 5 weeks period, for 14 children each workshop. Workshops are focusing on nature and environment. Children will be experiencing outside environment learning about animals, insects, plants and recycling. Highlighting the importance of clean environment without litter and what role they have in community themselves as young environmentalists. We will be having volunteer Vet doctor speaking about animals in the city. We will be building birth feeders from recycled materials and insects hotels and much more. We will learn what animals and plants mean for life on our planet and how we need to nurture our nature.	2,500.29	150	100%	Bevois		We are giving equal opportunities to children and young people in our community by providing affordable hands on screen free workshops for children to learn and create. Also providing mobile crèche services to community groups and other providers who needs children to be looked after by professionals whilst they deliver their workshops/trainings.	Wendy Flanagan	None	Good	£3,000		Well	Viable	Yes	£2,500.00	Would recommend for funding.	£2,500	Would like to check how the children are reached to enrol in the project.
	QK Southampton FC	We have been given planning permission to construct a car park at our ground. One ecology condition is to plant a hedgerow of 75 metres in length between us and the rugby pitches.	1,000.00	200	90%	Redbridge		We provide the facilities, the kit and equipment and admin support to allow our youth teams, and our two male and two female adult teams to train and play competitive football on a regular basis in the local and Hampshire county leagues.	Wendy Flanagan	Community Chest 2014/15- Towards equipment and publicity to attract new players for the youth teams.- £1,584	Good	£26,198		Well	Viable	Yes	£1,002.50	A good addition to the city and the football club	£0	
	The Spitfire Makers Charitable Trust	To boost our ability to collect and share stories of Southampton people who were Spitfire Makers during WW2 by better equipping, training, supporting, our volunteer Trustees and project team. To improve our displays at community events, including Southampton Heritage Open Days in September 2022. To access history societies that offer training/insurance. To increase our online Zoom audience from 30 to 100 people by upgrading from limited free sessions to an annual licence. To run public events and an AGM. We have borrowed equipment where possible but would like to purchase equipment to use for our public history walks and talks.	2,498.11	250	100%	Shirley		Spitfire Makers was formed on 5 th March 2020 to research, collect, preserve, commemorate, and share the heritage of the WW2 Spitfire Makers generations for the public benefit of future generations in Southampton, Hampshire, and beyond.	Wendy Flanagan	None	Good	£190		Well	Viable	Yes	£2,498.11		£2,498	Oversight of the details of the British association of local history. Small charge/donation to be made for the walk in order to sustain the organisation without reliance on CC.
	2. Green City sub-totals		5,998.40														£6,481		£5,496	
	3. Place Shaping																			
	3. Place Shaping sub-total		0.00																	
	4. Wellbeing																			
	14th Itchen South Scout Group	The flooring of the Scout Hut is in desperate need of replacing as has become very old and worn.	2,500.00	250	100%	Peartree		Scouting promotes the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens and as members of their local, national and international communities. Scouting offers a wide range of activities inc. gaining badges, outdoor activities, cooking, team building etc.	Wendy Flanagan	Lovell Grant- 06/06/2014, towards cost of climbing wall, £1,000 Community Chest 2018/19 towards cot of chairs and tables, £2,500	Good			Well	Viable	Yes	£2,500.00	A good cause, however the grant will not cover all the work needed.	£2,500	Ensure other funding has been secured, or applied for to complete the project.
	Aspen Lodge Care Home	Grant would be used for digital care planning and electronic Medication Administration Records.	2,500.00	30	100%	Peartree		We provide 24 hour care to vulnerable adults which includes taking them out for a walk or a meal, to do their shopping or going to the bank. We arrange hospital and doctors appointments and other health care professionals for our service users.	Wendy Flanagan	None	Poor			Okay	Viable	No	£0.00	Appears to a commercial care home. Not a registered charity. Supporting documents not provided.		
	Board In The City CIC	Volunteer expenses – the meals that they eat during a shift.	2,427.00	300	100%	Bevois		Board in the City (BitC) is an accessible board games cafe which is available as a private hire venue. A sanctuary of neuro-diversity and equal opportunity within Southampton which specialising reaching families/individuals to promote social skills & well being. We are also Leaders in the Field of Disability Confident Employers.		Community Chest 2016/17- towards volunteer uniforms, stationary and training- £1,500. Community Chest 2018/19- towards cost of volunteer expenses, training and uniforms- £2,500	Good			Well	Viable	No	£0,00	Guidelines state unable to use community chest grant for food and this is the only thing requested on the application.		
	Families First Southampton	Practical resources to enable our services to reach those in most need which includes some room hire however organisations provide many of our outreach and groupwork rooms for free. The targeted publicity is focused at where families are need of our help. Make sure our services are safe, safeguarding, health and safety training and insurance. Extending our support for Kinship Carers and the children they care for, our worker requires further Life Story Work Training	740.99	84	94%	City wide		Provide outreach and group support for Kinship Carers, dads, and families in areas of deprivation. We aim to assist families to remain together accessing all the wider family resources to parent their children with the best care possible. Working together with many organisations to help children have the best start.	Wendy Flanagan	Imagine the Future Grant 2015/16- towards the costs of a sessional worker for 3 months for a young fathers project- £2325. Community Chest 2016/17- towards the costs of a laptop and outreach sessional worker costs and refreshments for group sessions- £425. Caring Communities Grant 2018/19- towards the cost of starting up a peer led Kinship Carers project in Southampton- £4,996. Community Chest 2019/20- Towards supporting existing dads/carers and grandparents/carers groups to continue and expand, inc. insurance, room hire, training, DBS checks, advertising, accountancy and phone costs.- £1636	Good	£7,894		Well	Viable	Yes	£740.99	A relatively small grant needed for an established project. It is to be noted that this project has benefited from previous community chest grants for similar expenses.	£741	
	Fit 4 Life	We would like money to help us with our start up. We aim to begin piloting our project in schools in September, so will need fitness equipment, the appropriate insurance, office supplies, publicity, and a computer to do the work on.	1,978.86	40	80%	City wide		We are an organisation aiming to help secondary school pupils learn to look after their physical and mental health. We use motivational talks, one-to-one fitness training and small group training as an approach to help their wellbeing, and give them skills to do this.	Wendy Flanagan	None	Poor			Somewhat Well	Not Viable	No		Documents not provided, no evidence that the project is required in the city or that it would be well used.	£0	
	Leaside Way Tenants and Residents Association	We would like to build a summer house in the communal gardens. We would need to buy the materials to build a base for the summer house, and the house itself, supplied in kit form. Our residents said they would like to have a more sheltered space in the garden where they can meet other tenants safely.	2,200.00	50	100%	Swaything		As a Residents Association we represent the views of the residents. Support and assist, where and when needed. Contact SCC, and other organisations on behalf of residents. The aim is to keep residents informed and updated on issues that may affect them individually or as a community, as well as working on resolving the issues raised by TA members.	Wendy Flanagan	Community Chest 2018/19 Round 1- Towards the costs of IT equipment (laptop, printer and consumables) and noticeboards to administer the group, create newsletters and promote our activities.- £460. Celebration Grant 2018/19- Towards the costs of a Great Get Together event, inc. food, taxi's, promotion and a brass band. At Bassett Green Court.- £303. Celebration Grant 2019/20 Round 2- Towards the costs of a Great Get Together event in June 2020, inc. entertainment (City of Southampton Albion Band), advertising and taxis for those with limited mobility - £250.	Good	£683	Green City, Communities, cultures and homes	Well	Viable	Yes	£2,200.00	A well attended and established project. A sheltered space would allow for greater socialising and comfort for the residents.	£2,200	
	Lordshill Youth Project	We need to re-equip the kitchen in our youth building to meet hygiene standards for us to use it as a community resource.	2,391.89	240	100%	Coxford		To act as a resource for young people living in the Lordshill area. To provide detached youth work, youth club, advice on life skills, to provide workshops to enhance opportunities and broaden horizons such that young people are able to participate in society as independent, mature and responsible adults.	Wendy Flanagan	Community Chest 2019/20 Round 2- Towards the costs of counselling and emotional health and wellbeing support for young people on Lordshill, inc. counselling fees, training for volunteers, publicity and materials (paper, pens, etc.)- £2,500	Good	£65,946		Well	Viable	Yes	£2,391.89	A good project, however it may be possible to fund this out of a separate youth fund and save money from the community chest budget. Stable and well run organisation.	£2,392	
	The Rotary Club of Southampton Magna	For 2021 we wish to add to our projects with a new idea called 'Wish week'. Through this we will work with other community groups for them to be able to nominate projects that may be supported. This is a personal level situation such as ; A need for decoration / The repair of a shed / Gardening support / Essential needs / A wish for a person in the later stages of life – it could as simple as being driven in a Rolls Royce! Our grant is requesting £2500 for the physical materials needed to implement a number of projects. Rotary will provide the labour and in some cases even co-ordinate specialist help free of charge to make the Wish a reality. The request is for a fund to buy the product needed – paint wood tiles etc. You will appreciate this is different to a request to purchase a physical item as the more we can generate the more people we can help. We are also unable to quantify the works until the requests come in.	2,500.00	unknown		Bargate		Rotary is a Global Organisation of Business people who work together for the good of the local community. Our mission is to support the people of Southampton such as The Homeless / Foodbanks / Education and Mentoring / Mental Health / Senior citizens in need / Environmental projects. Our members work with other organisations in the city to do good. For example last Christmas we provided 250 Food hampers for the elderly and £4000 in food-bank support.	Wendy Flanagan	None	Okay	£11,865	Communities, cultures and homes	Well	Viable	No		Unable to provide specifics of what the grant would be used for.	£0	

No.	Organisation	Towards	Requested	Nbr beneficiaries	% beneficiaries who are Soton residents	Ward	Better Care Cluster	Aims and objectives of organisation (from application form)	Technical Appraiser	SCC grant history (all applications both funded and not)	Supporting Docs	Annual income (last financial year)	Additional priorities	How well do they meet the priority?	Is the organisation / project viable?	Does application meet technical requirements enough to be funded?	Appraiser Suggested Grant Amount	Technical appraisal comments	Panel Recommended Amount	Suggested Conditions
	New Foundation Community Chaplaincy	Insurance, governance, volunteer costs (training, DBS checks) etc. This grant would help to provide the infrastructure to enable the charity to operate safely and effectively in Southampton, and to ensure that volunteers are not discouraged from offering their time because of personal expense.	2,414.74	80	50%	City wide		We promote the rehabilitation and resettlement of ex-offenders by recruiting, training and supporting volunteers to provide mentoring, advice and practical support. Our vision is that no-one should leave prison and return to our community and feel isolated or unsupported. We seek to encourage community integration and reduce reoffending.	Wendy Flanagan	None	Good	New Group- n/a		Well	Somewhat Viable	Yes	£0.00	While the project does meet technical requirements, there are other commissioned services in the area doing similar work.	£2,415	Ensure that the project works with existing services so support is targeted where most needed.
	Northam Social Group	We need the money to buy machines to create more opportunities for our increasing members to learn to sew and develop their skills whilst making friends. We need the metal storage unit to ensure that the machines and our materials are safe in the hall.	2,494.80	30	100%	Bevois		We bring ladies together. Ladies from the most deprived communities in Northam and Newtown come together to sew, make friends and develop their skills.	Wendy Flanagan	None	Poor			Well	Viable	No		Supporting documents not provided.	£0	
	Southampton City Farm	The money would be spent on staff hours to deliver health sessions as part of our additional needs programme, so we can offer life enhancing services to more people. We would also train volunteers to run those sessions (which would then include volunteer expenses such as utilities, food, tea, and coffee). The remaining money would contribute to our equipment on the farm, with tools such as brooms and shovels used daily by different groups needing updating due to being old.	2,350.00	30	100%	Redbridge		Our aims as a charity is to educate the community through inclusive and affordable activities on our city farm. We strive to transform communities through our activities which include: an additional need programme, specialist one to ones for young people, and award-winning educational sessions for school and scout groups.	Wendy Flanagan	None	Good	£227,538		Well	Viable	Yes		Organisation has over £100k in bank. Very close to the limit on annual income. Predicting that income will be lower this year, which is why current funds held is high. I would recommend that they are not a priority for funding. Quotes are for £2327, so could part fund.	£750	WF to check whether staffing costs can be funded under CC and get back to councillors. Happy to fund the project subject to this info.
	Parklife Community Café	Reintroduce art classes. Art materials, printing costs for the classes and publicity, project manager/art tutor	2,500.00	50-100	100%	Shirley		We aim to bring together people of all abilities, ages and backgrounds by providing a friendly, affordable environment, providing groups/services/events that support vulnerable groups/the general community. We support vulnerable and excluded individuals into volunteering/employment. We instantly adapted to COVID-19, providing a free food distribution service	Wendy Flanagan	None	Good	£91,157		Well	Viable	Yes	£2,500.00	Viable project with reasonable costs. Previously funded by community chest	£2,500	
	See Southampton	We require financial support for materials, IT, cameraman, training, venue hire and publicity.	2,500.00	?	?	Bevois		We are an innovative group, with forward thinking approaches which meet the needs of the residents of Southampton, as well as all visitors, given the international essence, character and diversity of this city. SeeSouthampton did not offer a 'walk' programme in 2020-2021 due to Covid-19, but we did invest in digital/online events, and produced successful videos and radio programmes which can be used and seen by all. We resume our activities in June 2021.	Wendy Flanagan	None	Poor	£4,117		Not Well	Not Viable	No		Unclear what the project is trying to achieve, who the audience is and what the grant is required for.		
	NVR South Parent Practitioners	The grant will be spent developing and growing a new opportunity to pilot 3 new projects teaching the Non Violent Resistance parenting programs and offering continuous support for families struggling with challenging behaviours across 3 corners of Southampton. (East side, restricted funding already in place) Programs will be adapted around group behaviours, through learning new techniques and building networks we work towards a better home, School and Community.	2,400.00	150	100%	Citywide		Supporting other parents struggling with their children's challenging behaviours. We believe all parents and carers should have somewhere to reach out to and be able to learn a New Vision on Relationships parenting program approach through overcoming all different behaviours, through techniques we have used and learnt along our own lived experience journeys.	Wendy Flanagan	None	Okay			Well	Viable			All courses currently online so would be very difficult to verify that the grant benefits Southampton City Residents. This is a worthwhile project, however I would suggest that we work with the group for a future round of funding.		
Page 15	Southampton Community Connect	Enable the use of our van (insurance, road tax, fuel cost) to collect food donations. Currently we are using our own diesel car to make 5 trips every week to and from food shops to collect 'waste' food destined for landfill. Using a van to make only one trip to collect food instead of 5 will save time, reduce CO2 emissions and help the environment. Reasonable volunteer expenses (travel and snack). Gazebo and weights – we need this to protect displayed food and beneficiaries visiting food bank from the elements (bad weather). Fold up table to display food. Beodegradable bags for people to people to safely collect & carry food donations, and keep on reusing them	2,270.76	2,100	100%	Woolston		Amongst other aims, we exist to: engage and bring people and communities together, support people who experience economic and social disadvantage in the community. Currently we are running a food distribution project in the community as an immediate response to the pressing need (food insecurity and poverty) in Weston area.	Wendy Flanagan	None	Good			Well	Viable	Yes	£2,270.76	A community food project which is currently in operation. There are other similar projects so members should consider whether there is a need for us to fund another similar project.	£0	
	Swaythling Parish	We are currently refurbishing an underused downstairs room at St Alban's church to form "The Cave" – a youth friendly flexible space which has been envisioned in response to the urgent need for more provision of activities and space for young people in the local area. As part of this project, we are adapting our outside space to accommodate games and activities for young people and require a shed in which to store games equipment such as a table tennis table, basketballs, gazebos and other materials for this to be sustainable. After successfully securing money for other aspects of this project, this grant request is for money to cover the cost of a sturdy plastic shed in which such equipment could be stored securely and effectively.	769.98	50	100%	Bassett		Alongside regular Christian worship, Swaythling Parish seeks to provide a range of activities which respond to current needs in the local community. These include pensioners lunches, after school activities for families, food provision for those who need it, cooking courses, film nights and youth activities.	Wendy Flanagan	None	Good	£35,084		Well	Viable	Yes	£770.00	Large surplus in bank account for the normal running of the churches. This activity is a youth provision, not faith base and therefore meets technical requirements.	£770	
	The Art House Southampton	We would like a grant to continue our "Bunker 179 Community Pantry" project. In order to tackle food waste and growing food poverty in the city, we have partnered with Fareshare and other local businesses divert good food from going to landfill. We open and arrange the food outside for people to take, with the option to pay as they feel or are able to. We also batch cook these ingredients into meals that customers can buy themselves or pay forward to those in need.	2,466.00	360	100%	Bargate		We are a community led arts and events venue. We host online and in-person performance events such as music, theatre, and comedy. We also showcase local physical artwork, host community groups, and run a community pay-as-you feel pantry project. We are also working on creating a makerspace.	Wendy Flanagan	None	Good	£154,941		Well	Viable	Yes	£1,750.00	The fairshare licence is £575 per quarter. I would suggest funding for the 3rd and 4th quarter of 2021/22 along with the facebook advertising costs.	£0	
	Wynter Road Community Group	Using the facilities at Wynter Road Playing Field we would like a grant to offer supervised heavily subsidised football FREE PLAY sessions to young people aged 5-11 years old. These sessions would be like street football/pick up games where kids can just be kids and play as why should any kid be priced out of playing football. The sessions would be supervised by DBS checked facilitators and we would also be looking to run informal mental health workshops and some educational sessions all built and linked around football.	1,651.32	300	100%	Harefield		Represent the interests of the users of the pavilion, and the pitches, as well as the local community.	Wendy Flanagan	None	Good	£1,463	Communities, cultures and homes	Well	Viable	Yes	£1,651.32	A great project which could also encourage girls into football ahead of Southampton hosting games in the Women's European Championship in 2022.	£1,651	
4. Wellbeing sub-totals			39,056.34														£16,775	£14,268		

	Parklife Community Café	BBQ: Our current BBQ is very old and needs replacing. A new BBQ would benefit our organisation and the community as we will be able to not only use it for this event, but many events in the future. Recyclable disposables such as cups: At an event we tend to sell a lot more take away drinks, purchasing compostable paper cups will help us reach our aims of being more environmentally friendly and fit in with our whole ethos. Mental Health Day materials: This would include paper packs and info as well as happy cafe materials such as badges and wellbeing info	500.00	500-1000	95%	Shirley		We aim to bring together people of all abilities, ages and backgrounds by providing a friendly, affordable environment, providing groups/services/events that support vulnerable groups/the general community. We support vulnerable and excluded individuals into volunteering/employment. We instantly adapted to COVID-19, providing a free food distribution service.	Wendy Flanagan	None	Good	£91,157		Well	Viable	Yes	£500	Good event however may now be too late.		
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Requested	Panel Recommendation
1	£21,931
2	£5,998
3	n/a
4	£39,056
C	n/a
T	£66,986

Total suggested £37,186.67

Agenda Item 9

DECISION-MAKER:	CABINET
SUBJECT:	COMMUNITY FUND AND COMMUNITY CHEST GRANT CRITERIA
DATE OF DECISION:	18 OCTOBER 2021
REPORT OF:	COUNCILLOR VASSILIOU CABINET MEMBER FOR CULTURE, COMMUNITIES AND HERITAGE

<u>CONTACT DETAILS</u>			
Executive Director	Title	Culture, Communities and Homes	
	Name:	Mary D'Arcy	Tel: 023 80834611
	E-mail	mary.d'arcy@southampton.gov.uk	
Author:	Title	Stronger Communities Manager	
	Name:	Jason Murphy	Tel: 023 80833951
	E-mail	Jason.murphy@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

Not Applicable

BRIEF SUMMARY

Southampton City Council has a long history of supporting the contribution of the voluntary and community sector in the City with grants, procurement and commissioning and other help in kind. This report details the criteria and process for accepting and determining awards for the new Community Fund, approved at Full Council in July 2021.

The Community Fund that was approved at Full Council in July 2021 is aimed at supporting community and voluntary sector groups and organisations to support young people and reduce the incidence and opportunity for anti-social behaviour.

The Fund will be managed and overseen by the Community Cohesion Team, Stronger Communities. Management of the Community Fund has a strong fit with the objectives of the service, which includes strategic oversight of the local Safe City Partnership and Violence Reduction Unit.

The proposals include the creation of three component schemes within the Community Fund as follows:

- Strengthening Communities Fund - (£40,000 over two years)
- Protecting Communities Fund - (£100,000 over two years)
- Youth Fund - (£280,000 over two years)

With other funds allocated as follows:

- £20,000 to extend immediate Youth Outreach work in the West of the City and develop community-based local youth work

- £50,000 for a multi-purpose engagement vehicle for outreach work in key sites across the City
- £10,000 (over two years) for communications, promotional and engagement work with young people. The Total sum to be awarded over two years is £500,000

A Community Grants and Fundraising post was created in April 2021 as part of the Stronger Communities Team redesign. The post holder will be responsible for the administration of all grants currently within the Culture Communities and Homes portfolio including:

- Community Chest
- Violence Reduction Unit
- Community Safety
- Cultural and Heritage organisations
- Events
- Public Health community grants and
- Community Fund

There have been challenges to the recruitment to this post, but an interim solution has now been put in place to ensure the smooth running of future grant administration across all Community Grant Funding processes.

RECOMMENDATIONS:

	(i)	Agree the criteria and process for applications to the Community Fund as set out in Appendix One.
	(ii)	Delegate authority to the Executive Director for Communities, Culture, and Homes following consultation with the Cabinet Member for Communities, Culture & Heritage to determine the outcome of Community Fund applications.

REASONS FOR REPORT RECOMMENDATIONS

1.	The Council is committed to continuing to support community, voluntary and social enterprises and others through grant funding that supports the ambitions and priorities of the Council as laid out in its Corporate Plan and aligned strategies. In July 2021, the Council approved a budget of £500,000 over two years to support community, sport, youth, resident and other organisations to access funding to support the delivery of youth and diversionary activities, as well as environmental changes that may impact on the incidence of anti-social behaviour and provide alternative activities for young people.
2.	The Council is committed to making the process for accessing this temporary fund as streamlined and agile as possible so that more support can be provided to applicants in terms of promotion, advice at the point of application, and oversight of the grants once awarded.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3.	Apply the current Community Chest Grant Process to the Community Fund: The Community Chest Grant process also operated by the Stronger Communities Team is used to process applications twice yearly, for a much smaller, longer term fund. This option has been considered and is not recommended as it is inconsistent with the application of a larger and temporary fund, with the need to allocate all funds by March 2023. It is therefore not
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	proposed as the ability of the council to respond would be less agile, whilst reducing the ability of the Team to engage with potential applicants' pre-application and those awarded grants, post award.
DETAIL (Including consultation carried out)	
4	<p>In administering this fund, the Stronger Communities Team will work with the Council's Communications Team to design and deliver a communications plan to ensure that:</p> <ul style="list-style-type: none"> • The Council's commitment to address anti-social behaviour and crime issues in the allocation of the Community Fund is made clear and that the aim is to achieve positive outcomes for our residents • Grant Funding rounds (including Community Chest, Events and others) are published effectively • Funded activities or improvements are celebrated and promoted, including through regional and national media • That decisions about awards are fully published and available for public scrutiny • That the outputs and outcomes from grant funding are monitored and where possible included in any evaluations of effectiveness <p>This will be undertaken, in liaison with the Cabinet Member for Communities, Culture and Heritage, the Council's Communication Team and the successful applicant themselves.</p> <p>An Equality Impact Safety Assessment has been completed that indicates there are no negative impacts that will adversely impact on the protected characteristics of residents.</p>
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
5.	The budget for the Community Fund was agreed by Council in July 2021. The proposals in this report set out the governance arrangements surrounding the Fund itself and is aligned to budget envelope of £0.5M agreed across 2021/22 and 2022/23.
<u>Property/Other</u>	
6.	Applications to the Protecting Communities Fund will require a panel of relevant SCC Depts such as Property, City Services and Housing, as well as partners (including Police) to review applications and ensure suggested works comply with legislation and policy. Any approved works will be costed and resourced with the involvement of the SCC Depts.
7.	Stronger Communities is appointing a Grant Funding Officer who will manage and oversee the Grant Funding rounds, award, grant monitoring and administration.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	

8.	Section 1 of the Localism Act 2011 permits a council to do anything that an individual may do whether or not normally undertaken by a local authority (the General Power of Competence). The power is subject to any pre or post commencement restrictions on the use of the power (none of which apply in this case).
Other Legal Implications:	
9.	The Council recognises its equalities duties and in making decisions will pay due regard to the need to eliminate discrimination and promote equality and to undertake Equality and Safety Impact Assessments (ESIAs). An ESIA has been undertaken which does not identify any detrimental impacts for communities or residents with protected characteristics. The fund has the potential to benefit communities positively. The Executive Director for Communities, Culture and Homes will be mindful of this when making a decision to award a grant.
RISK MANAGEMENT IMPLICATIONS	
10.	Insufficient applications to use the whole fund; Effective communication of grant funding rounds, through Webinars and promotion of the funds and what they are setting out to achieve, including effective communications with our Elected Members
11.	Poor performance from Groups awarded funding; Clear performance reporting and expected outcomes/achievements will be documented in the Grant Agreements with the Stronger Communities Team monitoring this.
12.	Misuse of Grant Funds by Groups; Criteria will be set for funds to ensure that only suitable organisations, groups or charities are awarded grants, with relevant checks being made where required
13.	Projects are not supported or cause a negative impact on communities; Involvement of the Cabinet Member for Communities, Culture and Heritage and community engagement will ensure applications meet with local need and address relevant local issues for communities. The Panel for the Protecting Communities Fund (see Appendix One) will ensure that relevant technical advice is sought before any scheme goes ahead. Data on Crime and ASB will be included in briefings for applicants
14.	Appeal or complaint to the LGSO about an award or decision not to award; Clear criteria and clear record keeping of decision making and process and publication of all awards is published at https://www.southampton.gov.uk/people-places/grants-funding/grants-awarded/
15	Funding is withdrawn because of other SCC priorities. The Community Fund agreed budget is allocated for this purpose, with Full Council approval. Any change to this would form part of future Council decision making and budget setting including potentially, consultation.
POLICY FRAMEWORK IMPLICATIONS	

16	Grant recommendations relate to the relevant Policy Framework plans and the services provided by the grant-aided organisations will assist the Council in meeting the overall aims of its policy framework including the objectives set out in the Southampton City Council Corporate Plan 2021 to 2025.
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KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Community Fund Grant Criteria
2.	Equalities and Safety Impact Assessment

Documents In Members' Rooms

1.	
2.	

Equality Impact Assessment

Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	Yes
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Data Protection Impact Assessment

Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No
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Other Background Documents

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.	
2.	

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Appendix One

Community Fund Grant Criteria

All Community Fund applications will go through a three-stage process

Stage 1 – Technical Assessment

Experienced council officers assess applications and supporting documents to ensure both the applicant and the project/activity meet the Community Fund eligibility criteria and the council's minimum standards for funding.

Stage 2 – Panel Meeting

A panel of relevant officers meet to review all the applications to ensure they will benefit residents of the city and offer good value for money, good social value and meet with the core objectives of the fund. The Panel makes recommendations as to which groups should receive funding. Our aim at this stage is for as many applications as possible to be recommended for funding, subject to the available budget.

Stage 3 – Final Decision

The recommendations from the Panel are submitted to the Executive Director for Communities, Culture and Housing with delegated responsibility for community grants, who will make the final decision in consultation with the Cabinet Member for Communities, Culture and Heritage.

The Community Fund applications will be assessed against

- relevant data about need,
- a business case received from the applicant based on empirical data and
- community feedback/support reflected in the applications.

The process will involve the Community Cohesion Manager and Team, who will also ensure that wider issues of equality, diversity and inclusion form part of the review of applications.

Decisions about grant awards will be published on the SCC external web pages at: <https://www.southampton.gov.uk/people-places/grants-funding/grants-awarded/>

STRENGTHENING COMMUNITIES ELEMENT OF THE COMMUNITY FUND

Criteria

£40,000 in total over the two years will be awarded to support bids from

- Neighbourhood Watches,
- Community Associations,
- Residents Associations,

- Friends Groups.

To be used for local campaigns or projects that can help tackle crime and anti-social behaviour, promoting safety and security in the area

Stronger Communities will run a pre-funding bid webinar to 'set the scene' and show examples of best practice

- These will run in 2021/22 to get early involvement of interested groups
- Help engage neighbours/residents in communities by joining or starting Neighbourhood Watch, Associations etc and strengthen their role in the City, e.g. community organised engagement events, start-up costs etc.

The Scope of Applications will be:

- Applicants will need a legal status or provide evidence of a host body to receive funds before applying for funds. Evidence that an organisation is applying for this status will be enough, but if successful money will only be released when achieved
- Applications must be linked to local anti-social behaviour or crime issues
- Applications from more than one group working collaboratively can be considered as well – This can include activity such as community resolution projects e.g. litter picks, removal of fly-tipping, support to schools, skip hire to clear amenity areas (subject to any land-ownership or legal responsibility issues, which the applicant must evidence can be overcome)
- Funding to set up Neighbourhood Watch Groups will be considered, provided match-funding with the Police has been agreed.

Decision's on awards will be made under Delegated Authority, by the Executive Director for Communities, Culture and Homes, after consultation with the Cabinet Member for Communities, Culture & Heritage, following an officer panel review of applications.

All applicants will receive feedback on their applications and successful awards will be published on the Council's website at:

<https://www.southampton.gov.uk/people-places/grants-funding/grants-awarded/>

PROTECTING COMMUNITIES FUND ELEMENT OF THE COMMUNITY FUND

Allocation £100,000 over two financial years

Stronger Communities will run pre-funding bid webinar to 'set scene' and show examples of best practice:

A total of £100,000 will be made available to support capital works to combat crime and anti-social behaviour. E.g. fences, gates to stop motorcycles, removal or installation of physical assets to prevent crime.

- Proposals will be invited from communities as well as suggestions from Ward Councillors
- Any capital works would need to be assessed by highways, community safety and discussed with the police
- Applicants would need to provide evidence of contact and in principle agreement from those teams to progress the work
- Applications based on strong evidence of 'local voice' and community support will be considered favourably provided the conditions above are met– eg; local surveys/polls on Facebook etc

Successful Shortlisted Applications will:

- Be assessed by a panel from Highways, Police and relevant departments for suitability and cost etc.
- Prioritisation will be given to applications based on reported crime/asb data, surveys etc
- Applications must be affordable and realistic
- SCC cannot fund projects that require authority to proceed from another accountable body such as a housing provider or statutory agencies.
- SCC cannot fund projects that are the responsibility of another accountable body to fund, but will consider applications that can demonstrate match funding from those bodies to proceed

Applications that can be considered include:

- Changes to limit or enable public rights of way, displacement of ASB, existing/previous planned works,
- Look at technical solutions e.g. 'chicane' barriers etc re motorcycle nuisance
- Value for money

Decisions:

- All decisions will be based on recommendations from a Panel involving Stronger Communities, Community Safety and Police, by Delegated Authority (following Cabinet member consultation)
- Awards will be flexible to recognise Value For Money, e.g. a scheme that is assessed to have a major impact by the panel can attract more funding

(‘sliding scale’), but may limit the panel’s capacity to award funds to other schemes.

A reporting structure will be built to ensure that funds are being used effectively and that they are making a difference. Decisions on awards will be made under Delegated Authority by the Executive Director for Communities, Culture and Homes, after consultation with the Cabinet Member Communities, Culture & Heritage following an officer panel review of applications

All applicants will receive feedback on their applications and successful awards will be published on the Council’s website at:

<https://www.southampton.gov.uk/people-places/grants-funding/grants-awarded/>

SOUTHAMPTON YOUTH FUND ELEMENT OF THE COMMUNITY FUND

Criteria

£280,000 across two years, awarded to support youth groups, sports groups, charities in bids for time limited projects or seed funding for long term initiatives to engage with youth to address anti-social behaviour.

Proposed that £124,000 is allocated in 2021/22 and £156,000 in 2022/23

- Fund aims to leverage in 3rd party money or match funding from elsewhere.
- The bid would have to demonstrate additionality in the area
- Funding could be used to supplement other bids / funding sources – e.g. Community Chest or Members Minor Works.
- Councillors could supplement initiatives with bids from the Members Minor Works fund.
- SCC should also encourage the Police to bring forward any initiatives they support but would need this to be linked to a community or charitable organisation request.
- Applicants would need to evidence the support of either the Police, Housing Provider or Community Safety Team to be successful
- Can agree to extend effective projects into year 2 to maintain traction
- Two years allows unsuccessful applicants for first round to review and update applications if unsuccessful in year one

Stronger Communities will run pre-funding bid webinar to ‘set scene’ and show examples of best practice

- Max award amount £20,000 per year/per applicant

- Prioritisation will be given to applications based on reported crime/ASB data, surveys etc
- Applications must be affordable and realistic
- Effective and evidence-based proposals will be invited, e.g. using Youth Endowment Fund 'What Works' toolkit or Early Intervention Fund assessed interventions:
 - Sports/Physical activity based and delivered locally
 - Safe and appropriate use of motorcycles or other vehicles
 - Safe spaces such as youth clubs or meeting places for YP (Inc. expansion of existing schemes to attract more YP)
 - Skills based – improving self-esteem and self-confidence of YP
 - Music/Arts projects
 - Multi-generational activities
 - Family support
 - Mentoring
 - Support local cadet schemes to recruit more YP
- Legacy planning or match-funding proposals will be welcomed - could expand current small schemes or act to attract non-SCC funding (e.g. Community Chest, Lottery etc)
- Proposals will be checked against SCC Youth Provision list to avoid duplication
- Proposals will have to include number of young people expected to use the service funded by the grant, with detail of how the reach will be achieved
- This could include minor capital improvements, such as a youth club redecorating to make a building useable or more attractive for use
- A reporting structure will be built to ensure that funds are being used effectively and making a difference.

Decisions on awards will be made under Delegated Authority by the Executive Director for Communities, Culture and Homes, after consultation with the Cabinet Member Communities, Culture & Homes following an officer panel review of applications

All applicants will receive feedback on their applications and successful awards will be published on the Council's website at:

<https://www.southampton.gov.uk/people-places/grants-funding/grants-awarded/>

STRONGER COMMUNITIES SUPPORT FUND ELEMENT OF THE COMMUNITY FUND

£50,000 across the two year to provide 'Pop-up' capability to support target ASB hotspots in the city with Diversionary activities.

- A small working group from Community Safety/Police will consider options – ideally vehicle or temporary structures to provide a platform and focal point for communities and young people to gather and engage
- Scope costs, risk assessments, licence etc requirements – rental/leasing/purchase options
- Establish what assets do other partners in the City already have or that can be improved to avoid duplication
- The Team will look into the versatility potential uses, with a simple SCC or Stronger Communities branding that can then be tailored with specific portable content from the user at the time e.g. Public Health outreach/promotion, supporting sex workers late evenings, events promotion etc

£10,000 across two years to support Communications/Media/Marketing

- To run a promotional/problem solving event in Autumn or Spring (ASB Week) with key stakeholders on ASB issues
- Promote and raise awareness of existing youth provisions in the City to ensure they are open to and being used by the key target populations – e.g. promoted messaging on social media
- Support community engagement events to discuss with resident's crime and disorder issues that affect them, involving stakeholders and key leaders
- Provide safety promotional items such as torches, alarms etc for use in winter

Provide banners, flyers, stands etc for stands at key community events to promote Stronger Communities and funding opportunities, as well as key information such as how to set up Neighbourhood Watch, Crime Stoppers and Fearless.

£20,000 – to provide immediate and short-term outreach workers to work with Testlands Millbrook Matters, in ASB hotspots in the West of the City.

- Building on VRU-funded work in March, kick starting activity in an area of the City with multiple risk issues
- Link with Police and SCC for work in key ASB hotspots
- Youth club, safe space and activities for the autumn period following on from the success of the summer holiday activity and HAF programme.

Decisions on awards will be made under Delegated Authority by the Executive Director for Communities, Culture and Homes, after consultation with the Cabinet Member for Communities, Culture & Heritage following an officer panel review of applications

All applicants will receive feedback on their applications and successful awards will be published on the Council's website at:

<https://www.southampton.gov.uk/people-places/grants-funding/grants-awarded/>

The performance of all elements of this activity will be reported into the Safe City Partnership.

7th October 2021.

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Equality and Safety Impact Assessment

The **Public Sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be more efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people’s needs. The Council’s Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with Section 17 of the Crime and Disorder Act and will enable the Council to better understand the potential impact of proposals and consider mitigating action.

Name or Brief Description of Proposal	Community Fund 2021 to 2023 – award decision-making
Brief Service Profile (including number of customers)	
<p>Stronger Communities now has responsibility for managing SCC grant funding processes.</p> <p>In 2021 a new £500k Community Fund has been agreed for 21/22 and 22/23, with three funding streams.</p> <ul style="list-style-type: none"> • Strengthening Communities • Protecting Communities • Youth Fund <p>The fund is a priority for the administration.</p>	
Summary of Impact and Issues	
<p>The Community Fund fits with the three main Safe City Partnership proposed priorities for keeping Southampton safe over a five-year period (2022-2027):</p> <p>Priority 1: Keeping people safe from harm Priority 2: Preventing and reducing offending Priority 3: Creating safe, stronger communities</p> <p>Decision making about grants awarded will be delegated to the Executive Director for Communities, Culture and Homes in consultation with the Cabinet Member for Communities, Culture & Heritage.</p>	
Potential Positive Impacts	
The Community Fund is intended to:	

- Provide seed funding' for community groups and organisations wishing to provide activities and services for young people,
- Provide diversionary and other activities that may assist with reducing anti-social behaviour in some parts of the City.
- Support bids from Neighbourhood Watches, Community Associations, Residents Associations, Friends Groups to provide local campaigns or projects that can help tackle crime and anti-social behaviour, promoting safety and security in the area
- Support environmental changes to combat crime and anti-social behaviour.

Responsible Service Manager	Jason Murphy
Date	2021
Approved by Senior Manager	Mary D'Arcy
Date	2021

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	None anticipated	The Community Fund applications will be assessed against data/need/business cases based on empirical data and community feedback /support. The process involves the Community Cohesion Manager and Team, that are sighted on equality and diversity issues for the City
Disability	None anticipated	As above
Gender Reassignment	None anticipated	As above
Marriage and Civil Partnership	None anticipated	As above
Pregnancy and Maternity	None anticipated	As above
Race	None anticipated	As above
Religion or Belief	None anticipated	As above
Sex	None anticipated	As above
Sexual	None anticipated	As above

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Orientation		
Community Safety	None anticipated	As above
Poverty	None anticipated	As above
Health & Wellbeing	None anticipated	As above
Other Significant Impacts	The process is auditable and the decisions will still be published publicly.	

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DECISION-MAKER:	CABINET		
SUBJECT:	SPECIAL SCHOOL EXPANSION AND RECONFIGURATION NEEDS		
DATE OF DECISION:	18 OCTOBER 2021		
REPORT OF:	CABINET MEMBER FOR EDUCATION		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Tammy Marks Head of Service - SEND	Tel: 023 8083 2136
	E-mail:	Tammy.marks@southampton.gov.uk	
Executive Director:	Name:	Robert Henderson Executive Director – Children & Learning	Tel: 023 8083 4899
	E-mail:	Robert.henderson@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

Not applicable

BRIEF SUMMARY

There is an urgent need to increase the number of special school places due to an increase in need and demand. Following a strategic review of special educational needs and disability (SEND) in 2017-18, a recommendation was made to expand and reconfigure specialist provision within the City. Since then a significant amount of work has been undertaken by the SEND and Property Teams, initially on consulting with stakeholders on potential options for expansion and reconfiguration followed by the development of detailed plans and feasibility studies.

A wholesale expansion and reconfiguration programme is currently in development, however there is an immediate need to develop accommodation for the secondary complex needs cohort that will require places in September 2022.

This paper requests approval to purchase modular units to be temporarily placed on the Green Lane site to accommodate the additional places required at Great Oaks Academy (in accordance with an expansion proposal approved by the DfE) at a cost of £4.295M.

Also, agreement is sought for spend of £0.3M from the allocated £4.4M within the capital programme, will proceed on consultants fees to keep the overall SEND scheme on track to deliver within the timescales set.

RECOMMENDATIONS:

It is recommended that Cabinet:

	i)	Approve an addition to the capital programme of £4.295M, with approval to spend, for the purchase of modular units on the Green Lane site to accommodate the September 2022 intake of pupils at Great Oaks Academy. Details are set out in paragraph 15.
	ii)	Approve the spend of £0.30M in 2021/22 to employ consultants to progress the overall SEND project. This will come from the previously agreed capital allocation of £4.4M within the capital programme. If long term proposals for the SEND developments on Green Lane are not approved, this would be an abortive cost and a pressure on the revenue budget for the General Fund.

REASONS FOR REPORT RECOMMENDATIONS

1.	Southampton City Council has a statutory duty to provide sufficient school places to meet need.
2.	Forecast numbers of secondary complex needs places suggests that up to 50 additional places may be required in September 2022
3.	The planned expansion of provision for the SEN expansion project generally expected to be delivered in September 2022 is no longer feasible due to the number of project delivery requirements and is now anticipated to be completed for partial occupation by September 2023. An interim solution is therefore required to accommodate the September 2022 cohort.
4.	Funding is required to commence the design phases to progress the development of proposals for the expansion of secondary complex needs places on the Green Lane site. Design services for RIBA Stage 2 are necessary to prepare for consultation and financial approval. This forms part of the overall proposals of the SEND programme. The Green Lane element of the programme is currently estimated at £10M, however, this is still subject to consultation and financial approval. It is important to note that if the long-term proposals for Green Lane are not approved this amount will become an abortive cost (impacting on revenue) and therefore Cabinet are asked to agree the spend, which would proceed at risk.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

5.	A partial delivery of the whole SEND scheme using modular constructions was considered but this could not be completed in time for September 2022.
6.	Rental of modular buildings was considered and rejected due to the level of General Fund revenue required which considered not best value for money, especially as experience suggests a regular need for modular classrooms This option would incur revenue costs of £1.48M, £0.91M in 2022/23 and £0.57M in 2023/24, to allow for the temporary hiring of modular units on Green Lane site for 70 weeks.
7.	A do nothing option was considered. This is not a recommended option as the Council would fail to meet its statutory obligation to provide sufficient school places and would be forced to place children in high cost out of city independent

special schools. At an average cost of £70,000 per place this would equate to £3.50M for 50 children per year. Independent settings have geared themselves up to offer post 16 education provision which could result in some young people remaining in out of city provision until 25. We will be unable to bring these children back to maintained provision if and when this capacity is created, meaning that the likely cumulative cost of placing children in these settings from September 2022 could be in the region of £23M. This would be a pressure on the ring-fenced Dedicated Schools Grant - High Needs budget (the funding from Government that supports schools), rather than the General Fund.

There is an additional risk that it is highly unlikely that the independent sector would have enough spaces to house these children in the more local settings, which would mean increased charges for transport and residential costs, or a failure to place children in the type of setting that they have been assessed to need.

DETAIL (Including consultation carried out)

8. The numbers of children requiring special school provision has been increasing year on year due to the increase in prevalence of special educational needs and disability (SEND) and the increase in complexity of need. Despite increasing the capacity in all Southampton Special Schools, all 6 schools are now full.

The current Special School provision in Southampton, as at September 2020, is as follows:

School	Phase	Type	Published admission no	Number on roll
Springwell	Primary	Complex needs including autism	256	258
Great Oaks	Secondary	Complex needs including autism	230	244
Cedar	All through	Complex health, learning & physical disabilities	80	88
Rosewood	All through	Profound and multiple learning disabilities	66	70
Vermont	Primary	Social, emotional and mental health	40	41
Polygon	Secondary	Social, emotional and mental health	60	69
TOTAL			732	770

9. Following Springwell school’s significant increase from 63 places in 2010 to 256 places in 2021, there is pressure on places at Great Oaks Academy which will continue as the year on year increase in cohorts work through.

10. Great Oaks Academy has been given approval through the Secretary of State to expand by a further 110 places over the next 2-3 years. To deliver the accommodation required for these places within the timeframe we are proposing temporary accommodation at Green Lane for 2022/23. SCC has a statutory duty under the Education Act 1996 to provide sufficient school places for primary and secondary age children attending education in its area with specific regard to pupils with SEN. The demand at this stage is for secondary complex needs for which the current setting is an Academy hence the decision to expand this school.

11.	<p>The recommendation to meet the additional accommodation need is to purchase four double modular units which will be owned by the Council and would be leased to Great Oaks Academy for 70 weeks starting September 2022.</p> <p>This will require approval of the addition of £4.295M to the Children and Learning portfolio capital programme, along with approval to spend as described in paragraph 15. This would require approval of an additional revenue financing budget of £0.28M from 2022/23 onwards.</p> <p>This would leave SCC with four double modular units within our education estate which will prevent further rental cost pressures and give flexibility for any delays that occur in this or other school capital projects. In the unlikely event they were not required there is a second-hand market so the units could be disposed of generating a capital receipt.</p>
12.	<p>Whilst Great Oaks school is an Academy, the LA would be purchasing the modular units which will be retained in stock once they are no longer required for the Great Oaks pupils. During their time on site they would be included in the lease that SCC will agree with Great Oaks school for the rest of the site which will cover off liability for insurance, repairs and maintenance.</p>
13.	<p>With the intention of placing the modular units on the school playing field, planning consent will need to be sought for a temporary period which will include consultation with Sport England and SCC Planning concerning the open space designation of part of the sports field. In addition, statutory playing field consent will be required from the Secretary of State for Education to change the use of the school playing fields to classroom use as the period in which the classrooms will remain in place will substantially exceed the time for temporary classrooms allowed for in the General Disposal Consent approved by the Secretary of State and in place for such matters.</p>
14.	<p>Early programming has identified the durations required to complete project delivery phases and indicates that funding is required to commence the design phases immediately. These consultants will enable works to be undertaken to progress the proposed expansion of secondary complex needs places on the Green Lane site. Design services for RIBA Stage 2 are necessary to prepare for consultation and financial approval. If approval is delayed to the February 2022 budget setting report cycle, construction will not be delivered to the project timescales. This will require input from external and internal design consultants.</p>
RESOURCE IMPLICATIONS	
Capital/Revenue Implications	
15.	<p>Capital funding of £4.295M is required to fund the purchase of the modular accommodation for 50 pupils from September 2022. The capital project will be phased over 2 years, £4.00M in 2022/23 and £0.295M in 2023/24. It is proposed that this is financed by borrowing and will result in additional revenue costs of £0.28M a year, based on an estimated useful life of 20 years. This will be including in the revised estimates of the Council's capital financing for 2022/23 onwards.</p>

	Cabinet are asked to also approve capital spend of £0.30M to be used from the previously agreed £4.4M allocated within the capital programme to progress the design of the main works to complete RIBA Stage 2 and begin tender by the end of February. This forms part of the overall Green Lane element of the SEND programme currently estimated at £10M. It is important to note therefore that if the long-term proposals for Green Lane are not approved this amount will become an abortive cost impacting on revenue, and hence given that risk agreement is sought to progress this.
Property/Other	
16.	Included within cost estimate breakdown as in Appendix 1
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report</u>	
17.	s.14 Education Act 1996 places a statutory duty on the Council to provide sufficient school places for primary and secondary age children attending education in its area. The Academies Act 2010 set out the process for expanding Academy provision by increase in numbers and expansion onto satellite sites, which is further detailed in the DfE guidance 'Making significant changes to an open Academy and closure by mutual agreement' 2019. The guidance requires expansion proposals to meet a deficit in SEN places to be agreed between the Academy, LA and DfE and to be funded by the LA from additional funding to be provided by the DfE through basic need grant.
<u>Other Legal Implications:</u>	
18.	The proposals are wholly consistent with and take into account Part 3 of the Children and Families Act 2014, the SEND Regulations 2015 and SEND Code of Practice 2015.
19.	The proposals have been fully assessed in accordance with the Council's statutory duties under the Equality Act 2010, including the Public Sector Equality Duty.
20.	It is proposed that the temporary modular units will be the property of the LA and be leased to the Academy for the period required with all liabilities agreed within the lease, subject to first obtaining planning consent and consent under playing fields legislation prior to procuring any facilities in accordance with Contract Procedure Rules.
RISK MANAGEMENT IMPLICATIONS	
21.	There is a very tight timescale to procure the modular units for September 2022, so the risk is that if a decision is not made imminently the do nothing option will apply.
22.	If the full scheme does not get approval in February 2022 then the £0.30M spent on consultant fees would be abortive costs and be charged to revenue in year.
POLICY FRAMEWORK IMPLICATIONS	
23.	The recommendations in this paper support the delivery of the SEND Strategy and the Education Strategy in particular: -

	<i>Ensuring disadvantaged and vulnerable children get a good start in life, have greater achievement, attainment and equal opportunities in life, and develop greater autonomy, independence and resilience to prepare for adulthood</i>
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KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	All
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Purchase costs of temporary accommodation
2.	Hire costs of temporary accommodation and RIBA Stage 2-4 design team fees
3.	Equality Impact Assessment

Documents In Members' Rooms

1.	
2.	

Equality Impact Assessment

Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	Yes
Data Protection Impact Assessment	
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No

Other Background Documents

Other Background documents available for inspection at:

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

COST ESTIMATE FOR TEMPORARY
ACCOMMODATION PURCHASE

REV4

SOUTHAMPTON CITY COUNCIL

28th September 2021

Document Status

Document status					
Revision	Date	Status	Prepared by	Checked by	Authorised by
0	19/07/2021	1st Issue	N. Jarvis	C. Garside	M. Trask
1	03/09/2021	2nd Issued	N. Jarvis	N. Fawcett	N. Fawcett
2	09/09/2021	Temporary	N. Jarvis	C. Osborne	
3	13/09/2021	Temporary	N. Jarvis	C. Osborne	T. Balme
4	28/09/2021	Temporary	N. Jarvis	N. Fawcett	

Disclaimer

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Faithful+Gould assumes no responsibility to any other party in respect of or arising out of or in connection with this document and/or its contents.



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Temporary Accommodation Build-up	8



Executive Summary

The site at Green Lane will require temporary accommodation for pupils while the main construction work is undertaken.

It is assumed the temporary accommodation will be required for the duration of the works.

The estimate is based on accommodation of 878m² which has increased by 28m² from the hire cost estimate as revised information has become available from the supplier.

Included within this report is a schedule of information used in preparation of this cost estimate, a list of key assumptions and exclusions.

The feasibility cost estimate includes inflation to 3Q2022 as stated in the assumptions.

SUMMARY OF PROJECT COSTS

The project construction cost including contingency and fees is:

Temporary Accommodation Purchase	£4,295,000
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Approximate Cash Flow Forecast

	Financial Year	
	22/23	23/24
Temporary Accommodation	£4,000,000.00	£295,000.00

Schedule of Information Used

- Information;

Email from Claire Doble to Ben Christian 26/08/2021 12:37 Title "21-1148 P2+3 Green Lane"
Meeting between Paul Capocci (SCC), Claire Doble (SCC), Tom Balme (F+G), Christina Osborne (F+G) and Nick Jarvis (F+G). 13th September 2021 10:30-11:30.

Key Assumptions

The following considerations and assumptions made during the production of the estimate;

- The estimate is based on assumptions made by F+G. Therefore it includes for 6nr classrooms, accommodation for approximately 25nr staff, reception/ admin area, 3nr office areas, accessible toilets and facilities, and a dining space suitable for 45nr pupils. A GIA has been assumed at 878m² for these items.
- Inflation has been allowed from Q3 2021 to Q3 2022 based on BCIS for the temporary school.
- The capacity of the accommodation is to be 50 pupils.
- No allowances have been made for asbestos removal/ containment. Surveys will be required to understand the extent of any asbestos.
- The rate for the purchase is currently based on internal market data. F+G are awaiting project specific costs from suppliers
- M&E prelims and OHP have been included at 12% against relevant items.
- Prelims have been allowed for preparations and installation, while OH&P at 7%. This reflects average uplifts for refurbishment works.
- A contingency of 15% has been allowed for.
- Project/ Design fees have been included for at 12.5%.
- It is assumed the buildings will be unoccupied no disruption will be caused to the work area.
- The temporary accommodation is to be self-sufficient with connections branching off from existing services installed. The connections for the temporary school will be extended to connect the MMC classrooms
- It is assumed the temporary accommodation will be purchased by SCC. The cost of the temporary accommodation does not include for on-going maintenance, insurance and any other associated costs.
- It is assumed the temporary accommodation will be placed on pad foundations on the grass pitches.
- No specialist SEN installations have been allowed for the temporary school.
- An allowance of £5,000 has been made for surveys.
- An allowance of £1,250 per pupil has been made for FF&E as per discussions on the 13/09/21.



- It is assumed the temporary accommodation will be heated through electric radiators.



Risks

In the process of compiling the feasibility cost estimate the following items have been identified as potential risks to the projected out turn costs:

- Ground contamination and unforeseen ground conditions.
- Asbestos.
- Planning permission.
- Access to site.
- Change of Client requirements.
- Unforeseen market conditions following Covid-19 and Brexit.
- Contractor insolvency.
- Outcomes of required surveys including but not limited to; structural, fire and asbestos R&D.
- Temporary accommodation specification inappropriate due to the requirements of the pupils.
- Programme extension leading to longer hire duration for the temporary school.
- Sports England dispensation

Risk associated with the purchase of temporary accommodation

- On-going maintenance and refurbishment costs would be incurred by SCC, furthermore currently if there is an issue the supplier would repair within the timescales stated in the contract. If it was delivered internally there maybe resource constraints within SCC delaying potential repair works.
- Insurance costs will need to be covered by SCC.
- Construction programme delays leading to co-ordination difficulties or a lack of accommodation for the next potential project the accommodation maybe required on.
- Reduced flexibility due to having accommodation of 878m2 or similar. If SCC required a small temporary classroom this would be too large, equally if there are large projects the accommodation may not be large enough and will need supplementing with additional hired cabins.



- Should accommodation not be required storage would be required in a secure location, with on-going maintenance. Premier Modular gave an indicative cost of £25 per week per unit (the proposed school is built up of 24 units), therefore a storage cost of £600 minimum. This is assuming a company would have capacity, there would also be additional transportation costs to consider.
- Unlikely contractors will be willing to accept liability during transport or construction of the accommodation, therefore exposing SCC to a high level of risk.
- There will be a high initial capital expenditure to purchase the building. There is also a degree of uncertainty relating to on-going expenditure depending on maintenance and the accommodations use.
- The current m2 rate applied is based on market data while F+G await project specific costs from suppliers.
- No allowance has been made for the removal of the temporary school upon project completion. Costs are dependant on the location and whether the building is to be divided between SCC sites.



Exclusions

The following items are excluded from our cost estimates:

- Value Added Tax.
- Section 106/278 Agreements.
- Out of hours working.
- Further reinforcement of the local statutory services infrastructure.
- Any costs associated with flood risk mitigation.
- Client internal management costs.
- Highways and off site works have not been included for.
- Modifications to statutory services including gas, electricity, water, comms and sewage outside of the site boundary.
- Service diversions over and above provisional and risk allowances.
- Planning issues
- Archaeological and ecological issues including bat mitigation/provision of new habitats.
- Works to existing optical fibre services.
- Costs arising from Party Wall and Rights to Light issues.
- Phasing.
- Tree Preservation Orders.
- Oversailing costs and associated licences.
- Changes in legislation
- Additional employer costs.
- Removal or disposal of asbestos or hazardous materials.
- Radon.
- Ecological issues and implications of any environmental surveys.



Temporary Accommodation

Item	Description	Quantity	Unit	Unit Rate (£)	Amount (£)
	Landscaping				
a	Allowance for landscaping	1	item	100,000	£100,000
b	Temporary access	1	item	10,000	£10,000
c	Fencing from Phase 1, say	1	item	7,500	£7,500
	Temp Accommodation Installation				
a	Temporary Accommodation purchase	878	m2	2,900	£2,546,200
b	Pad foundations installation	1	item	40,000	£40,000
c	Electrical connection	4	item	750	£3,000
d	Water connections	4	item	750	£3,000
e	Drainage connections	4	item	500	£2,000
f	Data connections	4	item	750	£3,000
	External services and Incoming services				
	<i>Connection will be utilised for Modular buildings</i>				
a	Electrical supply to Modular Buildings	1	Item	8,000	£8,000
b	Water supply to Modular buildings	1	Item	5,000	£5,000
c	Drainage for Modular buildings	1	Item	5,000	£5,000
d	Data for Modular buildings	1	Item	6,000	£6,000
	Make good afterwards	1	item	20,000	£20,000
	Removals (FF&E only)	1	item	20,000	£20,000
	Main Construction works, M&E connections	1	item	24,000	£24,000
	Sub-total				£2,802,700
	Subcontractors M&E Prelims and OHP	12	%		£4,200
	Main Contractor's Preliminaries	18	wks	6,000	£108,000
	Main Contractor's Overhead and Profit	7	%		£204,043
	Inflation(3Q2022)				£74,161
	Total Estimated Construction Cost (excl VAT)				£3,193,104
	Contingency	15	%		£478,966
	Total Estimated Construction Cost including contingency (excl VAT) for Temporary Accommodation				£3,672,069
	FF&E Allowance	50	nr	1,250	£62,500
	IT Connection	850	m2	15	£12,750
	Project/ Design Teams	12.5	%		£459,009
	SCC Internal Costs (PM, Legal etc)	2	%		£73,441
	Statutory Fees	1	item	6,500	£6,500
	Surveys Allowance	1	item	5,000	£5,000
	Rounding				£3,456
	Total Estimated Budget for Temporary Accommodation				£4,295,000



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Green Lane Cost Estimate

COST ESTIMATE FOR TEMPORARY
ACCOMMODATION AND RIBA STAGES 2-4 DESIGN
TEAM FEES

SOUTHAMPTON CITY COUNCIL

13th September 2021

Document Status

Document status					
Revision	Date	Status	Prepared by	Checked by	Authorised by
0	19/07/2021	1st Issue	N. Jarvis	C. Garside	M. Trask
1	03/09/2021	2nd Issued	N. Jarvis	N. Fawcett	N. Fawcett
2	09/09/2021	Temporary	N. Jarvis	C. Osborne	
3	13/09/2021	Temporary	N. Jarvis	C. Osborne	

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Temporary Accommodation Build-up	8



Executive Summary

The site at Green Lane will require temporary accommodation for pupils while the main construction work is undertaken. It is assumed the temporary accommodation will be required for the duration of the works. The estimate is based on accommodation of 850m².

Included within this report is a schedule of information used in preparation of this cost estimate, a list of key assumptions and exclusions.

The feasibility cost estimate includes inflation to 3Q2022 as stated in the assumptions.

SUMMARY OF PROJECT COSTS

The project construction cost including contingency and fees is:

Temporary School Accommodation	£1,480,000
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Design Team Fees and Surveys

Design Team RIBA Stage 2-4 (60% less fees already spent)	£725,000
Surveys	£75,000

Total Professional Fees and Surveys for RIBA Stage 2-4	£800,000
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Approximate Cash Flow Forecast

	Financial Year	
	22/23	23/24
Temporary Accommodation	£914,500.00	£565,500.00

Schedule of Information Used

- Information;

Email from Claire Doble to Ben Christian 26/08/2021 12:37 Title "21-1148 P2+3 Green Lane"
Meeting between Paul Capocci (SCC), Claire Doble (SCC), Tom Balme (F+G), Christina Osborne (F+G) and Nick Jarvis (F+G). 13th September 2021 10:30-11:30.

Key Assumptions

The following considerations and assumptions made during the production of the estimate;

- The estimate is based on assumptions made by F+G. Therefore it includes for 6nr classrooms, accommodation for approximately 25nr staff, reception/ admin area, 3nr office areas, accessible toilets and facilities, and a dining space suitable for 45nr pupils. A GIA has been assumed at 850m² for these items.
- Inflation has been allowed from Q3 2021 to Q3 2022 based on BCIS for the temporary school.
- The capacity of the accommodation is to be 50 pupils.
- No allowances have been made for asbestos removal/ containment. Surveys will be required to understand the extent of any asbestos.
- Quantities are approximate. Detailed design and drawings will enable accurate measures to take place.
- M&E prelims and OHP have been included at 12% against relevant items.
- Prelims have been allowed for preparations and installation, while OH&P at 7%. This reflects average uplifts for refurbishment works.
- A contingency of 15% has been allowed for.
- Project/ Design fees have been included for at 12.5%.
- It is assumed the buildings will be unoccupied no disruption will be caused to the work area.
- The temporary school is to be self-sufficient with connections branching off from existing services installed. The connections for the temporary school will be extended to connect the MMC classrooms.
- It is assumed the temporary accommodation will be on-site for 70wks. If the programme is unachievable or the accommodation stays on-site longer than anticipated additional costs will be incurred on a time basis. A contingency has been included for the Jan-April term.
- It is assumed the temporary school will be placed on pad foundations on the grass pitches.
- No specialist SEN installations have been allowed for the temporary school.
- An allowance of £5,000 has been made for surveys.
- An allowance of £1,250 per pupil has been made for FF&E as per discussions on the 13/09/21.



- It is assumed the temporary accommodation will be heated through electric raditors.



Risks

In the process of compiling the feasibility cost estimate the following items have been identified as potential risks to the projected out turn costs:

- Ground contamination and unforeseen ground conditions.
- Asbestos.
- Planning permission.
- Access to site.
- Change of Client requirements.
- Unforeseen market conditions following Covid-19 and Brexit.
- Contractor insolvency.
- Outcomes of required surveys including but not limited to; structural, fire and asbestos R&D.
- Temporary school specification inappropriate due to the requirements of the pupils.
- Programme extension leading to longer hire duration for the temporary school.
- Sports England dispensation



Exclusions

The following items are excluded from our cost estimates:

- Value Added Tax.
- Section 106/278 Agreements.
- Out of hours working.
- Further reinforcement of the local statutory services infrastructure.
- Any costs associated with flood risk mitigation.
- Client internal management costs.
- Highways and off site works have not been included for.
- Modifications to statutory services including gas, electricity, water, comms and sewage outside of the site boundary.
- Service diversions over and above provisional and risk allowances.
- Planning issues
- Archaeological and ecological issues including bat mitigation/provision of new habitats.
- Works to existing optical fibre services.
- Costs arising from Party Wall and Rights to Light issues.
- Phasing.
- Tree Preservation Orders.
- Oversailing costs and associated licences.
- Changes in legislation
- Additional employer costs.
- Removal or disposal of asbestos or hazardous materials.
- Radon.
- Ecological issues and implications of any environmental surveys.



Temporary Accommodation

Item	Description	Quantity	Unit	Unit Rate (£)	Amount (£)
	Landscaping				
a	Allowance for landscaping	1	item	100,000	£100,000
b	Temporary access	1	item	10,000	£10,000
c	Fencing from Phase 1, say	1	item	7,500	£7,500
	Temp School Installation				
a	Temporary Accomodation hire for 850m2	70	wks	8,500	£595,000
b	Pad foundations installation	1	item	40,000	£40,000
c	Electrical connection	4	item	750	£3,000
d	Water connections	4	item	750	£3,000
e	Drainage connections	4	item	500	£2,000
f	Data connections	4	item	750	£3,000
	External services and Incoming services				
	<i>Connection will be utilised for Modular buildings</i>				
a	Electrical supply to Modular Buildings	1	Item	8,000	£8,000
b	Water supply to Modular buildings	1	Item	5,000	£5,000
c	Drainage for Modular buildings	1	Item	5,000	£5,000
d	Data for Modular buildings	1	Item	6,000	£6,000
	Make good afterwards	1	item	20,000	£20,000
	Removals	1	item	20,000	£20,000
	Main Construction works, M&E connections	1	item	24,000	£24,000
	Sub-total				£851,500
	Subcontractors M&E Prelims and OHP	12	%		£4,200
	Main Contractor's Preliminaries	18	wks	6,000	£108,000
	Main Contractor's Overhead and Profit	7	%		£67,459
	Inflation(3Q2022)				£24,451
	Total Estimated Construction Cost (excl VAT)				£1,055,610
	Contingency	15	%		£158,342
	Total Estimated Construction Cost including contingency (excl VAT) for Temporary Accommodation				£1,213,952
	FF&E Allowance	50	nr	1,250	£62,500
	IT Connection	850	m2	15	£12,750
	Project/ Design Teams	12.5	%		£151,744
	SCC Internal Costs (PM, Legal etc)	2	%		£24,279
	Statutory Fees	1	item	6,500	£6,500
	Surveys Allowance	1	item	5,000	£5,000
	Rounding				£3,000
	Total Estimated Budget for Temporary Accommodation				£1,480,000



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Equality and Safety Impact Assessment

The **public sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be more efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people’s needs. The Council’s Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with section 17 of the Crime and Disorder Act and will enable the council to better understand the potential impact of the budget proposals and consider mitigating action.

Name or Brief Description of Proposal	Special School Expansion and Re-configuration – Proposal to secure temporary accommodation to meet interim needs in 2022.																																																				
Brief Service Profile (including number of customers)	<p>This assessment has been undertaken to support proposals to expand and reconfigure specialist educational provision in Southampton.</p> <p>The numbers and complexity of children with special educational needs and disability (SEND) has been increasing both nationally and locally for the last 10 years.</p> <p>Number of Education, Health and Care Plans (EHCP) maintained by Southampton City Council 2010-2020</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <th>2010</th><th>2011</th><th>2012</th><th>2013</th><th>2014</th><th>2015</th><th>2016</th><th>2017</th><th>2018</th><th>2019</th><th>2020</th><th>2021</th> </tr> <tr> <td>567</td><td>593</td><td>634</td><td>655</td><td>701</td><td>803</td><td>1021</td><td>1181</td><td>1387</td><td>1522</td><td>1736</td><td>1826</td> </tr> </table> <p><i>Source: DfE SEN 2 Return</i></p> <p>The Children and Families Act 2014 brought about the biggest change to policy and practice since the Warnock Report and Education Act 1981. Of particular note was the change in statutory protection from 5 – 16 years to 0 – 25 years. Whilst this has seen an increase in the earlier identification, assessment and planning for children under 5, it is young people over 16 years where the most significant increases have been evident.</p> <p>Number of EHCPs maintained by SCC by age group</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Age</th><th>2015</th><th>2021</th><th>% increase</th> </tr> </thead> <tbody> <tr> <td><5yrs</td><td>79</td><td>100</td><td>27%</td> </tr> <tr> <td>5-10</td><td>322</td><td>751</td><td>133%</td> </tr> <tr> <td>11-15</td><td>324</td><td>616</td><td>90%</td> </tr> <tr> <td>16-19</td><td>78</td><td>277</td><td>255%</td> </tr> <tr> <td>20-25</td><td>0</td><td>82</td><td></td> </tr> <tr> <td>Total</td><td>803</td><td>1826</td><td>127%</td> </tr> </tbody> </table> <p><i>Source: DfE SEN 2 Return</i></p>	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	567	593	634	655	701	803	1021	1181	1387	1522	1736	1826	Age	2015	2021	% increase	<5yrs	79	100	27%	5-10	322	751	133%	11-15	324	616	90%	16-19	78	277	255%	20-25	0	82		Total	803	1826	127%
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In 2017/18 a Strategic Review of SEND provision was commissioned and recommended an increase in special school places across all age groups, an increase in Post 16 provision, an increase in inclusion with mainstream schools and a more flexible offer e.g. mainstream + options and Resourced Provisions.

In developing proposals to accommodate this increase in need a series of workshops and stakeholder engagement events were held in 2018. Proposals were taken to Property Services to develop a range of high-level options. Following option appraisal, two options were agreed to be taken forward for high-level costing. These options were presented at EMB and Cabinet for approval to proceed to feasibility.

Whilst developing the design for the overall scheme, interim solutions were sought to accommodate the increase in numbers each year.

This equality impact assessment relates to the Cabinet approval sought to develop interim solutions for 2022.

There are currently 6,918 children and young people identified with special educational needs in Southampton schools. Of these 1,534 children have an Education, Health and Care Plan (EHCP) and 5,384 are receiving SEN Support (*Source: DfE census 20/21*).

The number of children and young people attending a Special School in the city is 770 (September 2020 NOR).

NB: The total number of children and young people (CYP) shown in the following data varies due to differences in sources, how data is collected and timescales.

Age

Age Group	No. C&YP	% of total
0-4 years	100	5%
5-10 years	751	41%
11-15 years	616	34%
16-19 years	277	15%
20-25 years	82	5%
Total	1826	

(Source: SEN 2 Return 2021)

Gender

Gender	No. CYP	% of total
Female	424	23%
Male	1436	77%
Total	1860	

(Source: SCC ONE database January 2021)

Disability

Disability type	No. CYP	%
Severe learning disability	157	8.4%
Moderate learning disability	295	16%
Social, emotional, mental health	379	20%
Autism spectrum conditions	472	25%
Profound and multiple learning difficulty	11	0.6%
Speech, language and communication needs	295	16%
Physical disability	90	5%
Specific learning disability	70	4%
Hearing impairment	40	2.2%
Visual impairment	20	1.1%
Multi-sensory impairment	5	0.3%
Other	26	1.4%
TOTAL	1860	

(Source: SCC ONE databases January 2021)

Ethnicity

Ethnicity	No. CYP	% of total (known)
White British / Irish	1135	61%
White Other	242	13%
Any Mixed Background	18	1%

Black African or Caribbean Background	74	4%
Asian Background	150	8%
Any other Ethnicity	167	9%
Unknown (not collected/provided)	74	4%
Total (known)	1860	

(Source: SCC ONE databases January 2021)

Geography (Children living in Southampton and funded by SCC)

Ward	No. CYP	% of total
Bargate	86	4%
Bassett	68	3%
Bevois	122	6%
Bitterne	198	10%
Bitterne Park	82	4%
Coxford	130	7%
Freemantle	75	4%
Harefield	156	8%
Millbrook	161	8%
Peartree	120	6%
Portswood	76	4%
Redbridge	196	10%
Shirley	134	7%
Sholing	99	5%
Swaythling	114	6%
Woolston	162	8%
Total	1979	100%

(Source: SCC One database July 2021)

Summary of Impact and Issues	<p>There will be a wider range of provision and a clearer, consistent and equitable means of allocating special school places which is based on need.</p> <p>With an increase in special school places available all children who require this type of environment will be able to access it.</p> <p>There continues to be a debate with parents with regard to specialist provision for children and young people with autism. These proposals advocate for children with autism to have access to educational provision according to need rather than diagnosis. Parents have indicated a preference for a school for children with autism.</p>
Potential Positive Impacts	<p>There will be a greater range of provisions offering children and young people provision tailored to their needs.</p> <p>There will be greater access and opportunities for children with SEND to attend mainstream provision.</p> <p>Provision for girls with SEMH will be available either co-educated with boys or in segregated classes if required</p> <p>There will be dedicated Post 16 provision for children with complex needs</p>
Responsible Service Manager	Tammy Marks - Service Manager, Special Educational Needs
Date	07/09/21

Approved by Senior Manager	Robert Henderson
Signature	
Date	

Potential Impact of whole scheme

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	<p>No increase planned in primary provision</p> <p>Drive for increased inclusion will impact on mainstream schools</p>	<p>Primary numbers should decrease over the next 5-10 years due to falling birth rates.</p> <p>Inclusion Charter, Audit and Guidance to be developed to encourage all mainstream</p>

		<p>schools to become more inclusive</p> <p>Provide enhanced support to mainstream schools to ensure staff have the confidence and competence to manage an increasing complexity of need</p>
Disability	Increased inclusion may initially result in discrimination and bullying	Increased awareness, understanding and exposure to children with a wide range of needs within the context of a social model of disability will in time result in greater acceptance of all
Gender Reassignment	<p>No negative impact identified.</p> <p>Pupils with gender dysphoria experience greater social, emotional and mental health difficulties compared to pupils without gender dysphoria.</p>	Increased provision at secondary age supported by an increase in awareness and understanding across all ages will ensure that the needs of this group of CYP will be better supported in the future
Marriage and Civil Partnership	No impact identified	N/A
Pregnancy and Maternity	No impact identified	N/A
Race	No impact identified	
Religion or Belief	No impact identified	
Sex	<p>Development of co-educational provision for children and young people with SEMH and reduction in single sex out of city provision</p> <p>As there are more males with disability, the proposals will have greater impact on males.</p>	Ensure new builds provide a range of classroom options to support segregation if and when this may be required
Sexual Orientation	No impacts identified	N/A

<p>Community Safety</p>	<p>Pupils with behaviours that challenge will be managed within the city.</p> <p>Risk of increased criminal and anti-social activity</p> <p>Co-location of a large number of pupils on the Green lane site may be a risk</p>	<p>Access arrangements have been designed to prevent pupils from mixing on the Green Lane site.</p> <p>The availability of more flexible accommodation will enable Great Oaks School to better manage the individual needs of their pupils</p> <p>Some pupils may continue to need to be out of the city for their own safety and that of others</p>
<p>Poverty</p>	<p>No negative impacts identified</p>	<p>N/A</p>
<p>Other Significant Impacts</p>	<p>Due to delays in starting this major programme, pupils are having to be accommodated in temporary solutions until the final builds are completed.</p> <p>Due to the increasing demand on places interim solutions are having to be secured before approval for the overall programme has been granted</p>	<p>The re-configuration will be planned in consultation with families, CYP and staff who will be kept up to date with developments as they progress to reduce the impact of interim measures and enable a smooth transition to the new model.</p> <p>Frequent discussions of the plans with senior managers and Cabinet members have ensured a general understanding of the overall scheme and approval for each stage of the programme</p>

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DECISION-MAKER:	CABINET
SUBJECT:	ST MONICA'S SCHOOL ACADEMISATION
DATE OF DECISION:	18 OCTOBER 2021
REPORT OF:	CABINET MEMBER FOR EDUCATION

<u>CONTACT DETAILS</u>			
Executive Director	Title	Executive Director – Children and Learning	
	Name:	Robert Henderson	Tel: 023 80834899
	E-mail	robert.henderson@southampton.gov.uk	
Author:	Title	Head of Education and Learning.	
	Name:	Derek Wiles	Tel: 07825691153
	E-mail	Derek.wiles@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

N/A

BRIEF SUMMARY

St Monica's was subject to an Ofsted inspection in 2019 and as a result was deemed 'Inadequate'. As a consequence, the Regional Schools Commissioner, (RSC) placed a Direct Academy Order (Statutory Notice) requiring the school to become an Academy (Forced Academisation). In the case of St Monica's School, the nominated Academy Trust for the proposed operation of the school via academisation is the Inspire Trust.

The school is planned to transfer to Inspire Trust on 1st January 2022.

The school is currently operated as a split site, with the Infant and Junior sites housed in different buildings approximately a quarter of a mile apart.

When the Inspire Trust took on the management of the school, they stated their preference that the current Infant and Junior School sites be amalgamated onto the Junior School site to facilitate effective management of the school. Amalgamation onto the Junior school site would require the provision of three temporary modular classroom units and two permanent modular classroom units. The three temporary classrooms units are required to accommodate the current number of infant age pupils. Due to demographic changes however, this number will reduce in coming years and it is anticipated that the number of temporary classrooms will reduce by one per year, eventually leaving only the two permanent classrooms and associated toilet facilities.

Associated with the additional classrooms there is a legal requirement to ensure that the fabric of the Junior site at the point of transfer to the Trust is in an appropriate and safe state as set out in the DfE Guidance on School Transfers to Academy Trusts.

The amalgamation of the school onto the Junior School site would also free up the current Infant School for use in SCC Educations current proposed option for the developing SEND Expansion Programme.

SCC Property Division have commissioned a Feasibility Study on this proposal to amalgamate the school on to the Junior School site which is attached as Appendix 1. A calculation of the required Repairs & Maintenance (R&M) Works to bring the school to an appropriate and safe state, D1 & D2 R&M Priorities from the SCC Condition Survey (D1 - Current review within 12 months and D2 - review after 12 months) are attached as Appendix 2.

RECOMMENDATIONS:

	(i)	To approve the addition of £1,262,000 to the Education & Children’s Social care capital programme, along with approval to spend, as detailed in paragraph 1. This will fund the SCC R&M Statutory commitments as part of the forced academisation of St Monica’s infant School, together with the provision of two permanent modular classrooms to facilitate amalgamation onto the Junior School site.
	(iii)	To approve to transfer funding to the academy trust to complete the works and delegate the Executive Director – Children and Learning to undertake a transfer agreement.

REASONS FOR REPORT RECOMMENDATIONS

1. Option 3 Recommended – Undertake St Monica’s Junior School D1 & D2 R&M Priorities to Comply with Statutory Requirements Under the Forced Academisation Of the St Monica’s Primary School and the Amalgamation of St Monica’s School onto The Junior School Site

The amalgamation of St Monica’s school onto one site will enable the Trust to operate the school on one site which will ensure an enhanced education provision. Additionally, it will allow the existing Infant School site to be vacated for utilisation as part of the SEND Expansion Programme. The improvements to the fabric of the Junior School will ensure all health and safety requirements are met as a legal obligation on the Council as set out in the DfE Guidance on School Transfers to Academy Trusts.

The overall cost to undertake D1 & D2 R&M Priorities together with provision of permanent and temporary accommodation is £1,951,000 as detailed in table below.

Works	Revenue	Capital	Total
Modular Provision (Temporary & Permanent)	£678,000	£350,000	£1,028,000
R&M D1 & D2 Priorities	£ -	£908,000	£908,000
Potential SCC Costs	£11,000	£4,000	£15,000
Grand Total	£689,000	£1,262,000	£1,951,000
Current Approved Budget	£690,000	£ -	£690,000
Funding Required	£ -	£1,262,000	£1,262,000

	<p>The recommendations assume that the SEND reconfiguration proceeds, and that funding is made available to fulfil the current plans. There is potential risk that if the reconfiguration is not fulfilled that the Infant School site may not be used for the purposes currently proposed.</p> <p>Schools Condition Allocation for 2021/22 was £4.3M in grant. This is not committed and available to fund the £1,262,000 capital cost, therefore no borrowing is required, leaving £3.1M for other school condition needs.</p>
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ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

2.	<p>Option 1 – Do Nothing – Not Recommended</p> <p>The do-nothing option would not address the Council Statutory obligations under the forced academisation of St Monica’s Primary School. It would maintain the current split site which has proven to be problematic to the effective management and running of the school. Additionally, it will not allow the existing Infant School site to be vacated for utilisation as part of SCC Educations preferred option for the SEND Expansion Programme.</p> <p>Option 2 - Undertake St Monica’s Junior & infant School D1 & D2 R&M Priorities Only to Comply with Statutory Requirements Under the Forced Academisation Of the St Monica’s Primary School, maintaining school provision on Infant & Junior School Sites – Not Recommended</p> <p>To undertake the D1 & D2 priorities on both sites to meet legal obligation on the Council as set out in the DfE Guidance on School Transfers to Academy Trusts. It would not however address the management issues of the Trust in respect of running the school on two sites, or free up the Infant School for utilisation as part of SCC Educations preferred option for the SEND Expansion Programme. It should be noted that this project is only at feasibility stage and has not been approved.</p> <p>Overall cost to undertake D1 & D2 R&M Priorities on both sites would be £2.04M and would all be capital spend resulting in a revenue saving (£0.7M).</p>
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DETAIL (Including consultation carried out)

4.	<p>Numerous meetings have taken place with the LA and the Inspire Trust and the project team managing the academisation of the school to ensure that there is agreement on the proposed arrangements.</p>
5.	<p>A full Feasibility Survey has been undertaken to determine the costs, and requirements for the instillation of both the permanent and temporary classrooms and associated infrastructure. The Capital assets team have also determined the work that needs to be carried out on the Junior school building to ensure that it meets current legal requirements. Details and costs can be found in the attached appendices.</p>
6.	<p>The Trusts Project Management Team have been consulted at all stages and are currently liaising with the DfE to receive further funding for other capital work on the Junior site. It is intended to allow the Trusts team to determine the order</p>

	<p>of works so that the needs of the school are met while ensuring that there is effective co-ordination between the LA and DfE funded improvements.</p> <p>Time constraints mean that SCC would not be able to procure and deliver the project itself by September 2022, hence initiating discussions with Inspire Trust to see if they would be willing to take on project delivery. Once confirmed this would be undertaken via a Transfer Agreement as part of the Academisation Agreement, with funding passed to the Trust to undertake the required works. The Transfer Agreement would encompass conditions ensuring that the required works are undertaken in line with SCC requirements and value for money is demonstrated.</p>
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
7.	<p>Capital Funding allocation to be made to fund the SCC R&M statutory commitments as part of the forced academisation of St Monica's infant School, together with the provision of two number permanent modular classrooms to facilitate amalgamation onto the Junior School site in the sum of £1,262,000 (Breakdown Included Above).</p> <p>It is proposed to fund this in full from the Schools Condition Allocation grant.</p>
8.	<p>Revenue funding was approved by Council in February 2021, and subsequently revised down to £690,000 due to decreasing pupil numbers. The budget will be utilised to fund provision of three temporary classrooms over academic years 2022/23 – 2025/26.</p> <p>There will need to be a reprofiling of the existing revenue budget to rephase spend to the updated project profile.</p>
<u>Property/Other</u>	
9.	N/A
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
10.	Using the Secretary of State's powers under Section 4 of the Academies Act 2010, Regional School Commissioners (RSC) may make an academy order in respect of a maintained school either on the application of a school's governing body or if the school is eligible for intervention within the meaning of Part 4 of the 2006 Act.
11.	<p>Where a maintained school is judged inadequate by Ofsted the RSC is under a duty to make an academy order. Before the RSCs exercise this duty, they may consider the viability of the school. If an academy order is made in respect of a school, the RSC must give a copy of the order to:</p> <ul style="list-style-type: none"> a. the governing body of the school; b. the headteacher; c. the local authority; and d. in the case of a foundation or voluntary school that has a foundation: <ul style="list-style-type: none"> (i) the trustees of the school; (ii) the person or persons by whom the foundation governors are appointed; and,

	(iii) in the case of a school which has a religious character, the appropriate religious body
12.	<p>For a maintained school which has been judged inadequate by Ofsted there is no requirement for a consultation to be carried out by the governing body or by the academy trust on whether the conversion should take place. There is no requirement for the RSC to consult on whether the maintained school should convert to an academy.</p> <p>Where such a maintained school is a foundation or voluntary school that has a foundation, the RSC must consult the following regarding the <i>identity of the academy trust</i>:</p> <ul style="list-style-type: none"> (i) the trustees of the school; (ii) the person or persons by whom the foundation governors are appointed; and (iii) in the case of a school which has a religious character, the appropriate religious body.
14	The Council has satisfied itself that the RSC has issued an Academies Order for St Monica's School in accordance with the above statutory provisions and is therefore required to transfer the school to Academy status in a fit and proper state and make good any outstanding repairs in accordance with the Scheme for Financing Schools as it applies to the funding of Maintained schools of the relevant category
<u>Other Legal Implications:</u>	
15.	N/A
RISK MANAGEMENT IMPLICATIONS	
16.	Failure to secure the finance to undertake the necessary works for academisation will further delay the conversion of the school to an academy against the statutory requirement as defined by the Direct Academy Order issued by the Regional School Commissioner, (RSC)
17.	Failure to secure the finance to undertake the amalgamation works to the Junior School site will impact on management of St Monica's Primary School together with not being able to progress SCC Educations preferred SEND Expansion Option
18.	Inspire Trust not able to provide temporary / permanent accommodation to facilitate amalgamation to Junior School Site with requirement for continued occupation / licence for Infant School site. Infant school not vacated for September 2022, potentially impacting the SEND proposed project and place numbers within the City's boundaries.
POLICY FRAMEWORK IMPLICATIONS	
19.	None

KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	All
<u>SUPPORTING DOCUMENTATION</u>	

Appendices	
1.	St Monica's Junior School Site Consolidation Feasibility Study.
2.	SCC Condition Survey Allocation – St Monica's Junior School D1 / D2 Priorities Summary and Associated SCC Condition Survey.

Documents In Members' Rooms

1.	None.	
Equality Impact Assessment		
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.		No
Data Protection Impact Assessment		
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.		No
Other Background Documents		
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.		
2.		

St Monica's Junior School

Site Consolidation Feasibility Study

Southampton City Council

August 2021

St Monica's School

Notice

This document and its contents have been prepared and are intended solely as information for Southampton City Council and use in relation to a Feasibility Study reviewing different options available for additional classrooms following the consolidation of St Monica's School.

Faithful+Gould Limited assumes no responsibility to any other party in respect of or arising out of or in connection with this document and/or its contents.

Document history

Document title: Site Consolidation Feasibility Study

Document reference: St Monica's Junior School

Revision	Purpose description	Originated	Checked	Reviewed	Authorised	Date
Rev 1.0	Feasibility Study	MT	SD	MT	SD	08 July 2021
Rev 2.0	Feasibility Study	MT	SD	MT	SD	02 Aug 2021

Client signoff

Client	Southampton City Council
Project	St Monica's Junior School
Job number	5206771
Client signature/date	

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1. Introduction and Briefing

Faithful+Gould have been instructed by Southampton City Council (SCC) to consider feasibility options for the provision of permanent and temporary classroom accommodation following the consolidation of St Monica's Junior and Infant Schools.

The brief received from SCC was to provide a total of 5no. additional classrooms which will accommodate the increase in pupils once the two sites have been consolidated. As per the brief received, two of the 5no. new classrooms will be permanent additions to the school and the remaining three will be hired temporary classrooms, gradually reducing in number over the course of 4 years. The below 'Table 1' provides an overview of the temporary classroom provisions required to meet the school's needs.

Academic Year	Number of <u>Temporary</u> Classrooms
2021 - 2022	-
2022 - 2023	3
2023 - 2024	2
2024 - 2025	2
2025 - 2026	1
2026 - 2027	0
2027 - 2028	0

Table 1: Temporary Accommodation Hire Timescales

The existing school buildings are surrounded by soil embankments which make extending the existing school's buildings difficult to accommodate. The school is provided with large grassed areas to the South of the site, and hardstanding playground surfaces to the West. See image 1 below.



Image 1 – St Monica's School Site View

Due to the restricted site, modular classrooms were proposed as an ideal solution to provide the school with the necessary teaching facilities, with a fast turn around in manufacturing, allowing for the project to be completed before the start of the 2022/2023 academic year, which would have been difficult to meet through the use of traditional construction techniques.

2. Review of the Existing Site

2.1. Introduction

St Monica's Junior School is located in a principally residential area of Sholing, Southampton. Access to the site is gained off St Monica Road. 'Elim Church' is located on the corner to the entrance of the school.

A walk around of the school's boundaries provided insight into suitable areas on which potential modular units could be located. Due to access constraints around the school, the grassed areas to the South of the school's main building, as highlighted in the image below, presented the most feasible location.

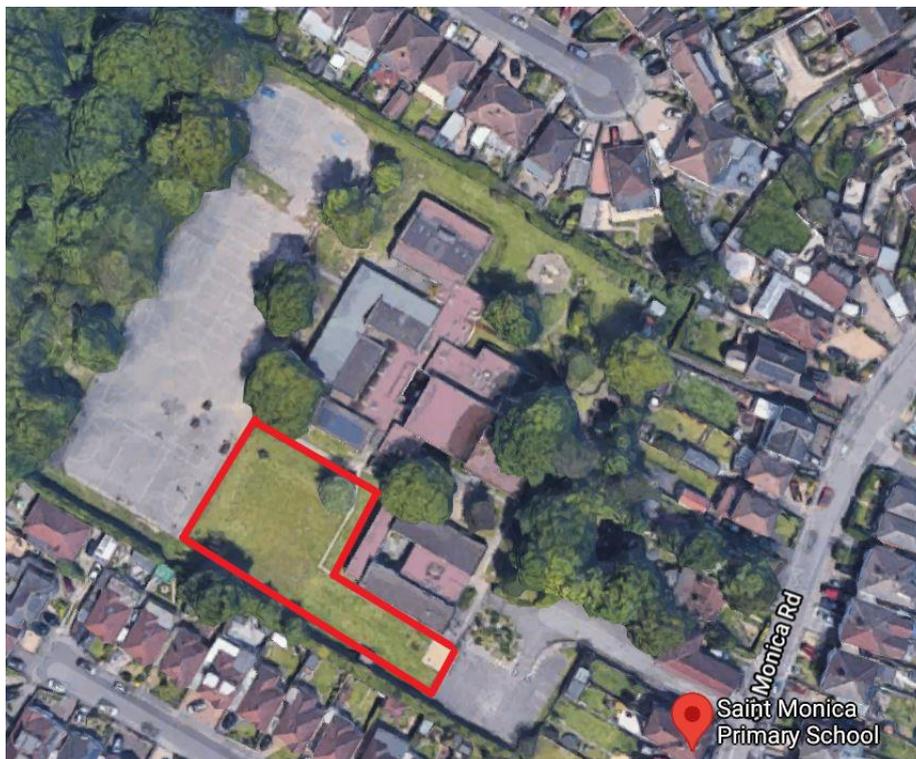


Image 2 – Proposed area on which to locate the modular units

2.2. Access Restrictions

Following attendance by two large modular building suppliers, Portakabin and McAvoy Group, advice was obtained on best access routes available onto the site, including other elements which need to be taken into consideration going forwards with the project.

Both suppliers confirmed that the only available route into the site is from St Monica road, as the school is surrounded by residential properties and various large trees which prevent crantage onto the site from these locations.

The access route for flatbed transportation lorries has been considered and the following items will need to be actioned prior to the delivery of any modular buildings:

1. Temporary parking restrictions on St Monica road will be required.
2. Temporary removal of the half height timber pedestrian fencing to the main access road from St Monica road to the school's car park.
3. Temporary removal of the school's double access gate and fence.
4. Temporary removal of the 'yellow' pedestrian fence located in front of the church.
5. Removal of the small trees located on the proposed grassed area, south of the Annexe building.
6. Removal of the shed located on the proposed grassed area, south of the Annexe building.

See Appendix E, Schedule of Photographs for further information.

2.3. Existing Buildings

The existing school buildings are of single story, traditionally built construction. The site is divided into the main school building and an annexe to the South of the site.

The external walls are masonry brick provided with modern powder coated double glazed fenestration. The roofs are a mixture of bitumen felt flat roofs and mono pitched roofs with interlocking concrete tiles.

The main access into the school is via the reception, located at the southern end of the main building. Pedestrian paths are provided to the perimeter of the school, linking the main school buildings, annexe and hardstanding playground.

2.4. Tree Preservation Orders

A mixture of protected oak, silver maple and other trees are located on and around St Monica's School, including protected areas of woodland to the west of the site.

The TPO's are unlikely to be affected by the proposed works, which are relatively flexible in terms of siting the modular buildings far enough away from protected tree root zones. Advice will need to be sought from an arboriculturist regarding the trees located within relatively close proximity to the proposed works area, as highlighted on the image below.

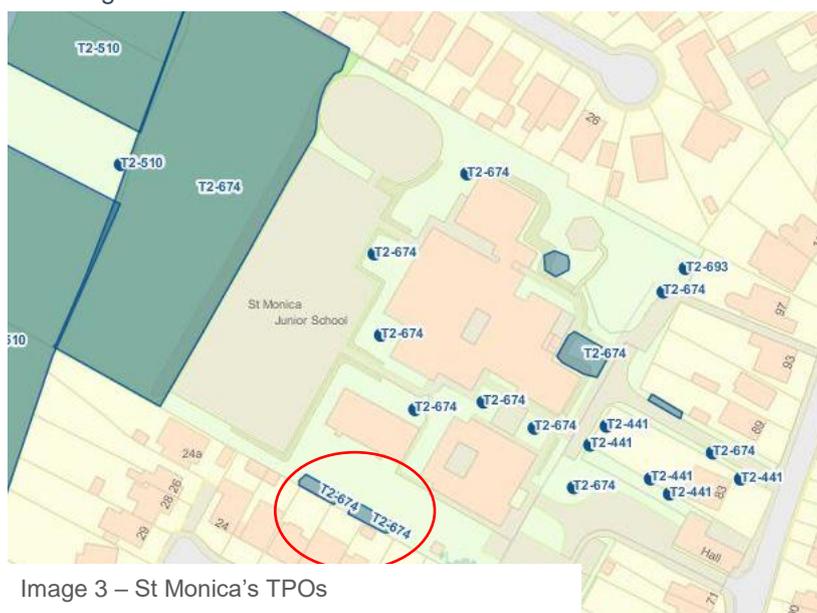


Image 3 – St Monica's TPOs

3. Net Capacity Assessment

A Net Capacity Assessment (NCA) including measured survey was completed by 'damss' which has provided a detailed overview of the existing site accommodation and whether there would be adequate scope to utilise existing spaces to accommodate future increased number of pupils. See Appendix B for full NCA document.

The NCA revealed that based on the existing school's available net floor area, the existing school has a Basic Workplace capacity of 532 and a Resource Workplace capacity of 202. The existing Net Capacity has been calculated as 319. This is the amount of space currently available for use.

Basic Workplace is defined as spaces which can accommodate numbers between 15 and 30, i.e teaching spaces and classrooms.

Resource Workplace is defined as those spaces with a capacity of less than 15 workplaces (undersized classrooms, small libraries, large stores, etc) AND/OR the Basic Workplaces which exceed 30.

The school have advised that there is currently a maximum capacity of 360 students. This number is above the 319 calculated by the NCA as the school are likely using spaces not 'technically' defined as useable spaces.

Based on the information provided by the NCA, it indicates that the net area of the existing site has the ability to provide an increase in student spaces, maximum of circa 500 total, should internal reconfiguration works be considered.

3.1. WC Provisions

As part of the Feasibility study, the general provision of WC's were reviewed. As per the Net Capacity Assessment carried out at the school, the school's existing WC provisions are adequate for the current number of pupils, based on a 1:20 ratio.

Total number of WCs, including annexe: 29no (cubicles).

Based on the 1:20 ratio, the school's existing WC provisions would accommodate a maximum total of 580no. pupils.

The modular classrooms are provided with their own designated WC's, suitable for the number of students within the units, therefore there would be no requirement to provide additional WC's as part of the consolidation scheme.

4. Investigations and Reports

4.1. Introduction

During the development of the Feasibility Stage information, various professional surveys were carried out to further advise on the suitability of the proposals, including risks which are to be taken into consideration during the next stages of design.

4.2. Civil

A visual survey was carried out by Scott White and Hookins (SWH) to review the existing site and provide a drainage strategy plan for the proposed works. Please see Appendix D for further information.

A new soakaway is proposed at the north east corner of the site however it is recommended that a full drainage survey of the existing site is undertaken in the following stages. Should a soakaway not be viable due to infiltration on site, an attenuated drainage system will be required, discharging to a surface water sewer or a ditch.

4.3. Mechanical and Electrical

A visual survey was completed by SSandA to review the M&E infrastructure at St Monica's Junior school, please see Appendix C for the detailed report.

The report produced is based off a total of 5no. additional modular classrooms. SSandA provided a detailed overview of the current services through a non-intrusive survey, services reviewed were:

1. Electricity
2. Gas
3. Water
4. Fire Alarm
5. Communications

SSandA provided the following conclusions and recommendations should the project proceed to the next stage:

Electrics

1. Based on the future load requirements of the extension at 84A and the existing capacity assumed at 104A, the following next steps are recommended.
2. Liaise with the local District Network Operator (DNO – SSE/UKPN etc) to understand the size of the existing infrastructure via a Nature of Supply application. This includes both the fuses and the incoming cable load capability.
3. Allow for upgrading the existing incoming electrical infrastructure with a minimum 200A incoming supply. Allowance should be made for a new supply, to terminate in a GRP enclosure with a metered service head and cut out. It may be that the incoming cable is rated close to or over the required loads, however this will need to be determined.
4. Provide 400A rated MCCB panel board adjacent to incoming supply fitted with 1no 125A supply to existing school and 1no 160A supply to feeder pillar for classroom.

5. Allow for 2no submains - 1no to the new portacabins and 1no new supply to the existing electrical switch cupboard to replace the existing incoming supply.
6. It is unclear as to how double and single classrooms will be connected electrically, however it may be prudent to allow for an additional feeder pillar to then provide 3-5no isolated supplies or a feed to each portacabin direct from the new MCCB panel.
7. Allow for a new LV panelboard to replace the existing aged and obsolete panel-board and to reconnect and test the existing school supplies.

Gas

Based on the school area at 2,200m² and school's gas requirements typically ranging between 125 - 200W/m² a total gas requirement of 440kW would be required.

For reporting purposes, it is unlikely that gas would be used as the primary fuel source for heating of the new proposed portacabins as confirmed by both Portcabin and McAvoy's. It should be noted however, that the system does have spare capacity, should a fixed solution be required.

Water

Initial calculations suggest that the existing water loading units at 210LU are the equivalent to a 54mm supply. The extension will require an estimated 120 additional loading units, which is still within the capacity of a 54mm supply at a velocity of 1.5m/s.

The existing supply should be investigated further to determine the type of supply pipe in the ground. As a minimum, it is recommended that the following works are undertaken:

1. A new water supply shall be connected to the existing supply in the driveway and a new PE water supply pipe should be routed in the ground to serve the Portacabins.

It is prudent to review the issues relating to the high iron levels in the domestic water systems, however we assume this will be addressed separately.

Fire Alarm

The existing services should be investigated further to determine the capacity however, the following works are recommended:

1. A dedicated fire alarm system shall be provided for the proposed extension. This system shall be connected to the existing repeater panel in the Annexe building routed at high level across to the new portacabins.

Communications

The existing services should be investigated further to determine the capacity, however the following works are recommended:

1. A new comms supply shall be connected to the existing comms room server in the Annexe building routed at high level across to the portacabins.

4.4. Ground Investigations

During an initial scoping visit, the site manager advised that there originally had been a swimming pool located on the site which had been subsequently removed approximately 10-15 years ago. See Image 1 of this report which indicates the approximate location of the removed swimming pool.

Dependant on the proposed location for the new modular buildings, this area will need to be further investigated due to the made up ground which will impact on foundation designs.

Furthermore, the composition of the made-up ground is unknown. Therefore there is a risk that hazardous materials were used to make up the ground. eg. Asbestos containing materials which would require specialist removal and disposal if disturbed.

Following the civil engineer's comments within Appendix D, it is recommended that further ground investigations are carried out in the following stages.

4.5. Condition Survey

A condition survey of the school's existing buildings has been undertaken by others, dated 20/05/2021 and is available by request through St Monica's School.

4.6. Asbestos Survey

No R&D survey was carried out as part of the Feasibility Report. A Management Report, register and survey (dated 2020) are available from the School.

A Refurbishment and Demolition Survey will be required in advance of any works taking place. Although the modular buildings themselves are fabricated off site with no interaction with the existing buildings, services will require connections to be made through penetration of existing external walls and upgrades of existing services, as detailed in the M&E report.

4.7. Additional surveys

Progressing into the next stages of design, it is recommended that the following surveys are completed:

1. CCTV Drainage Survey / CAT Scan
2. Refurbishment and Demolition Survey
3. Topographical Survey
4. Ground Investigations
5. Utility Searches
6. Below Ground Services Survey
7. Arboricultural Survey
8. Ecology Survey
9. Archaeological Survey

5. Proposed Solutions

5.1. An Overview to Modular Construction

Modular construction has made great strides in recent years when compared to traditional methods of construction which has led to an increased demand in recent years due developers exploring quicker and more cost effective alternative methods of construction.

In previous years, modular units have suffered from quality and durability issues, however in order to keep up with the ever changing standards and Regulations, modern modular buildings now equal the durability and quality of traditionally built buildings, being constructed to the latest Building Regulations and planning requirements.

General benefits when compared to traditional construction:

1. **Time:** The key advantage of modular construction is the significant time saving. On average, modular buildings are constructed circa 40-50% faster than the more traditional methods which can also result in an earlier return on investment.
2. **Cost:** Shorter build times generally result in reduced costs. In addition, costs are reduced further due to the units generally being planned, designed and fabricated in a single facility. Furthermore, on-site preliminary work and the off-site construction works can run simultaneously.
3. **Lower risk of cost overruns and delays:** Modular construction offers much higher cost and time certainty than traditional because of fewer risk factors that drive cost increases and delays. As major parts of construction are handled within a factory, weather conditions are often irrelevant during the majority of the project.
4. **Quality:** Modular buildings generally have tighter control of the production process due to a controlled factory environment. This in turn heavily reduces if not completely eliminates health and safety related risks common on construction sites.
5. **Less disruption:** Modular construction creates less noise, traffic, mess and therefore less disruption to the school.
6. **Adaptability:** Modular buildings benefit from being easily expanded, relocated and reused.
7. **Sustainability:** Sustainability has become an ever increasingly important consideration for planning authorities and developers as the social impact of construction is given greater importance. Modular buildings generally are considered to be less wasteful during the fabrication process; in addition due to the controlled fabrication process, modular buildings can lend themselves to being less wasteful as well as being better performing.

Aspects of modular construction to consider:

1. **Access:** As the modular units are manufacturer off site, the transportation on completion involves the use of large artic or flatbed lorries to deliver the structures. Careful consideration and planning is required to ensure access is achievable.
2. **Traditional construction is generally a lot more accommodating with late design changes with modular construction requiring final sign off at an earlier stage.**
3. **Hire cost vs purchase:** Typically, due to the hire costs of the units, the average hire period before it is more cost effective to purchase the units is around 4 years. The expected hire duration for the temporary

units at St Monica's is expected to be a maximum of 4 years, therefore hiring the units remains a viable option.

5.2. Preferred Option - Modular Classrooms

Due to the space restrictions on site, the following options represent the most feasible locations for the modular units, taking into consideration the specialist supplier's advice, whilst also minimising disruption to the school.

Area A' as per the site plan below, is suggested as the most appropriate location for the two permanent classrooms. This location provides better accessibility to the main school building with minimal travel distances for building occupants. Furthermore, as noted in the previous sections, the temporary units will gradually be reduced in numbers over a 4 year period; locating the permanent structures at the far end of the grassed area will ensure they will not impede on the eventual removal of the three temporary classrooms.



'Area B' as indicated on the above site plan, represents the suggested area on which to locate the three single temporary units. This location incurs longer travel distances to the main school buildings, however as the modular units will be provided with their own WC's, the units will be self-contained.

The modular classrooms are fabricated as either a double or a single as standard. The use of a double unit is recommended for the permanent 2no. classrooms as this will be the most advantageous in terms of space saving as well as being more economically viable as seen in section 5 of this Feasibility study.

As highlighted before, the three temporary classrooms will be removed one by one and as a result the classrooms need to be easily separated, ultimately down to a single unit. Therefore, it is suggested that three individual modular classrooms are hired for agreed timescales which will provide flexibility to remove the structures as and when required.



The above image demonstrates a potential layout for the modular buildings (blue representing the permanent double unit and green the 3no. single units). Exact locations to be agreed with the school.

Modular buildings are flexible in their design and can be manufactured to requirement. Typical classroom layouts including fixtures and fittings are available in Appendix F.

5.3. Alternative Options Explored – Locations

An option considered was to utilise the Southern area of the staff carpark (see image above for reference) to locate temporary classrooms. This option was rejected as parking capacity on the site is limited in its current state and once the two schools have consolidated onto a single site, staff numbers will also increase, resulting in increased parking requirements which this would negatively impact.

Another option considered was to locate temporary classrooms on the Northern end of the hardstanding playground. This option was also rejected due to the complexity involved with manoeuvring the large units to this inaccessible area, in addition, travel distances to the main school buildings would have been too far.

5.4. Traditionally Built Extension / New Build

An option to provide a traditionally built extension or new build permanent classrooms was considered early on in the Feasibility.

The below highlights possible locations for traditionally-built extension/new build classrooms. The surrounding ground levels and boundaries restrict extension of the existing buildings elsewhere on site without substantial landscaping and releveling of grounds.

Option 1 – Extension of existing Annexe to provide two additional 56m² classrooms.



Option 2 – Newly built teaching block provided with two 56m² and self-contained WC's including additional storerooms.



Following discussions with Southampton City Council it was concluded that modular construction was the preferred option to explore in greater detail, principally due to time constraints which require full use of the classrooms by September 2022 (this date has had to be pushed back due to delays with funding). Traditional masonry-built options were therefore not considered further as part of this Feasibility study.

6. Costings

Following consultation with modular building suppliers, the following costs have been estimated based on purchasing as well as hiring the units.

Hire cost of a Double Classroom Building (based on McAvoy's rates which were the more economically advantageous)

	Cost
Weekly Hire	£550.00
Delivery and installation	£15,000.00
Foundations and drainage	£25,000.00
Service connections currently assumed by other	-

Purchase cost of a Double Classroom Building (based on McAvoy's rates)

	Cost
Purchase of Unit	£195,000.00
Delivery and installation	£15,000.00
Foundations and drainage	£25,000.00
Service connections currently assumed by other	-

Hire cost of a Single Classroom Building (based on McAvoy's rates)

	Cost
Weekly Hire	£360.00
Delivery and installation	£10,000.00
Foundations and drainage	£15,000.00
Service connections currently assumed by other	-

Purchase cost of a Single Classroom Building (based on McAvoy's rates)

	Cost
Purchase of Unit	£119,000.00
Delivery and installation	£10,000.00
Foundations and drainage	£15,000.00
Service connections currently assumed by other	-

As part of the installation process, further queries were raised in regard to what was included/not included within the above weekly hire costs, the following items were confirmed:

1. Ramp access to the Classrooms – Included, although it may be possible to provide level access.
2. Air Conditioning – Included.
3. Emergency Lighting – Included.
4. Fire Alarm – Standalone system included, would need to be linked with the school's system.

5. Intruder Alarm – £80/week extra – Not included in the above weekly hire costs, however included in below project budget costs.
6. Fire Extinguishers – Not included, circa £35/week extra
7. Data points and interactive whiteboard with projector – Data points included but projector is not.

Based on the above costs and the suggested quantity/layout of modular classrooms (2no. permanent and 3no. temporary for timescales indicated in Section 1 of this report), the following cost predictions are detailed:

Item	Total Cost
1no. double unit purchased Inclusive of foundations, installation and delivery	£235,000.00
3no. single units hired based on agreed timescales. Inclusive of foundations, installation, delivery and removal	£300,000.00
Intruder alarm allowance for hired units	£16,600.00
Removal of concrete foundations at end of hire period and make good	£13,500.00
M&E Costs (see Appendix C)	£114,400.00
Civil / Drainage Costs (Assumed soakaway) – Prov. sum	£25,000.00
Facilitating Works – Temporary removal of fencing and reinstatement on completion	£10,000.00
Landscaping making good on completion	£5,000.00
ICT Connections	£5,000.00
Furniture	Excluded
Sub-total	£724,500.00
Inflation of 2.6% based on BCIS indices Q2 2021 – Q4 2022	£20,600.00
The Works Sub-total	£745,100.00
Contractor's Preliminaries @ £2,400/week, 9 weeks	£21,600.00
Contractor's OH&P @10% (not inclusive of hired cost)	£45,000.00
Contingency 12% (increased contingency allowed for to cover risk of uncovering ACM's during the ground investigations of the made-up ground)	£97,400.00
Projected Construction Costs	£909,100.00
Professional Fees (10%) – Subject to formal quotation from supply chain	£90,900.00
Additional Survey (GI, ecology, arboricultural, etc) - Prov. sum	£15,000.00
Statutory Costs	£1,500.00
Internal SCC Project Management (circa 1%)	£10,000.00
Project Total Cost (excl. VAT)	£1,026,500.00

The estimates have allowed for the following:

- Works to be completed during normal working hours.
- An estimated fee for building regulations approval has been used.
- Provisional sum allowances have been used where exact quantities are unable to be determined.

- Professional fees are subject to formal quotations being received from supply chain. (Structural, M&E, H&S, Civil). A lower percentage of 12.5% has been used due to the hired costs which need to be considered.
- Contingency has been increased (12%) to allow for shortages as a result of Covid-19.
- Contractor's OH&P's do not include the hired costs of the 3 units.

7. Statutory Consultation

7.1. Planning

Planning consultation will be required in the next stages of design. A planning pre-application is suggested to be completed early on.

Full Planning permission will be required for the proposed works. Southampton City Council are the responsible planning authority.

7.2. Building Control

Building Control consultation will be required in the next stages of design. Modular buildings to be manufactured in accordance with current UK Building Regulations.

8. Risk and Programming

8.1. Risks

See Appendix G for full Feasibility Stage Risk Register.

8.2. Programming

Please refer to Appendix H for Feasibility Stage programme.

Current lead in times for modular units is between 12-14 weeks from date of order. As previously noted, the preliminary works including laying of foundations, preparation of service connections, etc, can be undertaken during the fabrication process which is done wholly off-site.

Due to a delay in funding, the Feasibility Stage programme anticipates a completion date of the end of October 2022. The overall delivery of the project is achievable however careful coordination with the school will be necessary to ensure works are safely carried out during term time. The programme has been developed to utilise the summer holiday period for the more intrusive works, including M&E works and laying of foundations, thus minimising any disruption to the school.

9. Summary

The options explored within this report provide a detailed overview of considerations made throughout Feasibility. However following consideration and consultation with Southampton City Council, modular construction was the method reviewed in fuller detail due to project's time constraints which prevented traditional construction techniques from being considered.

Modular construction is the most practical solution to the increased number of classrooms required within a short timeframe.

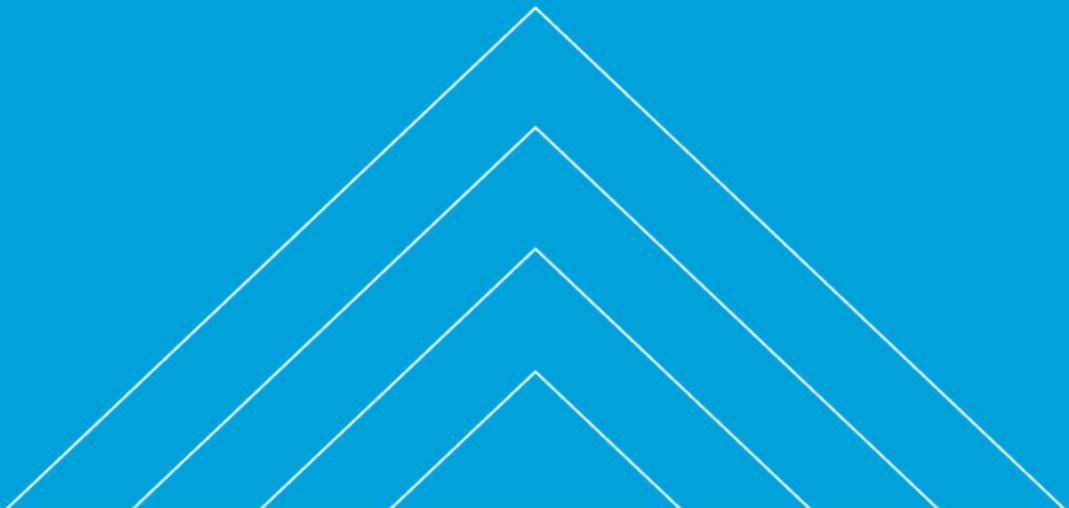
The most appropriate location for the units has been determined to be the large, mostly unused grassed area located south of site.

A total of 5no. classrooms are required, 2no. of which will be permanent additions to the schools, with the other 3no. being removed separately over the course of a 4-year period (2023-2026).

The exact locations of the units are to be agreed with the Client in the next stages of design, including exact design requirements for the classrooms and associated spaces. It should be noted that once orders have been placed with the manufacturing company and the fabrication process has begun, there would be no flexibility with late design changes.

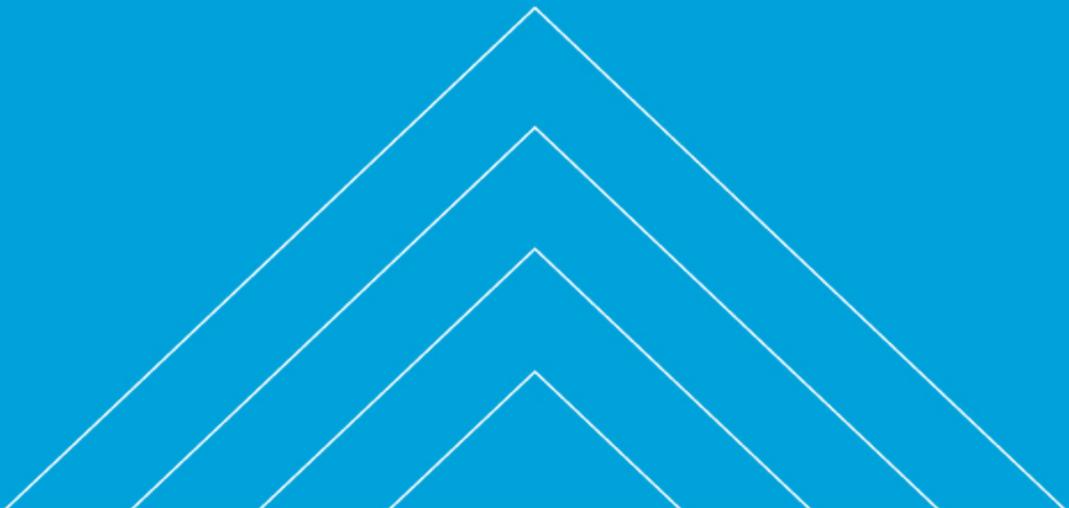
Early consideration is to be given to planning and ground investigations to de-risk the project early on in the design stage.

Appendices



Appendix A. Measured Survey

Appendix B. Net Capacity Assessment



Please read the Net Capacity guidance (DfES/0739/2001) before filling in this form for the first time. This form can be used to assess any primary, middle deemed primary or first and middle school. It is easiest to use the computer spreadsheet, available at www.dfes.gov.uk (search for 'netcapacity'). Use this page to identify the basic information required. List all spaces in the Net Area Schedule on page 2 (following the notes on the facing page). All boxes shaded in grey will be worked out automatically in the computer spreadsheet. The 'Declaration of Accuracy' should be signed by the Head Teacher and a representative of the Local Education Authority.

School Details

LEA

DfES LEA/school number date

school name

age range to

first admission year for instance 'Y2' or 'R' if reception (do not include nurseries: see below)

normal year of admission

number of years a number of years that those in the admission year will be at this school (e.g. '7')

planned admission number b if known (allowing for infant class size limits)

number of age groups n (a + e + h)

If applicable: complete the boxes below if the school is on a small or split site or has more than one year of admission.

no. of sites

total site area (m²) m

(second admission year, if applicable) (third admission year, if applicable)

c: f

d: g

e: h

$e = (c \times d) / b$ $h = (f \times g) / b$

If applicable: Description of

LEA designated Early Years and Childcare provision, if any

non-school and support provision, not normally available to the school during the school day

including the age range and the number of places involved. Enter area in 'net area' column and note with an 'E' at step 4

LEA designated specially resourced facilities, if any

non-school facilities (such as a community library, multi-agency facilities, or youth centre) or support facilities (such as an SEN support centre or a Learning Support Unit). Include the number of any additional specially resourced places, if applicable. Enter area in 'net area' column and note with an 'R' at step 4

LEA designated adult learning facilities, if any

(such as City Learning Centres, teacher training, or other Lifelong Learning facilities). Enter area in 'net area' column and note with an 'A' at step 4

Net Area Schedule (and allocation of workplaces)

DfES no. 852/2428

school name St Monica Primary School

STEP 1				STEP 2		STEP 3		STEP 4	
Room Reference	Room Name (based on the activities the room is designed or equipped to accommodate)	'Non-Net' Area, if known (m ²)	Net Area (m ²)	general	specialist	Basic Workplaces	Resource Workplaces	Status	
TOTALS			397	1451	34	9	532	202	
001	Reception		16	1		0	8		
002	Reception		32	1		19	0		
003	Reception		13	1		0	6		
004	Reprographics		7	1		0	2		
005	Staff Room		28	1		16	0		
006	Store	2							
007	Facilities Manager	8							
008	Staff WC	19							
009	Boiler	19							
010	Store	2							
011	Store	2							
012	Main Hall		184	0	1	30	5		
013	Corridor		26	1		15	0		
014	WC	10							
015	WC	10							
016	Classroom 16		37	1		22	0		
017	Classroom 17		37	1		22	0		
018	Server Room		11	0	1	0	1		
019	Library learning space	70	70	1		30	14	C	
020	Music room to be moved		22	0	1	0	5		
021	Classroom		79	1		30	20		
022	Classroom		79	1		30	20		
023	Library		14	1		0	7		
024	One on One		9	1		0	3		
025	Classroom		65	1		30	11		
026	Classroom		58	1		30	6		
027	Classroom		58	1		30	6		
028	Corridor	44	9	1		0	3		
029	Store		8	1		0	3		
030	Servery		10	0	1	0	1		
031	Store		7	1		0	2		
032	Kitchen	59							
033	Store		3	1		0	1		
034	Store		5	1		0	1		
035	WC	2							
036	New music room		43	0	1	0	14		
037	Cleaners		3	1		0	1		
038	WC	2							
039	WC	11							
040	WC	10							
041	WC	9							
042	WC	9							
043	Corridor/ one on one	36	36	1		0	0	C	
044	Science Cup		3	0	1	0	1		
045	Classroom		55	1		30	4		
046	Classroom		55	1		30	4		
047	Classroom		55	1		30	4		
048	Corridor		35	1		21	0		

Capacity Calculation

	Basic Workplaces	Resource Workplaces	
Workplaces Not Included in Capacity Calculation (if measured)			
parents/community room	0	0	workplaces in space marked 'P' at step 4, only one per school
early years and childcare facilities	0	0	workplaces in spaces marked 'E' at step 4, as described under School Details
specialised resourced facilities	0	0	workplaces in spaces marked 'R' at step 4, as described under School Details
adult learning facilities	0	0	workplaces in spaces marked 'A' at step 4, as described under School Details

All calculations below should be **rounded down** to the nearest whole number.

Workplaces Included in Capacity Calculation

totals of all workplaces except those shown above as excluded or marked 'W' at step 4

capacity based on classbases r
 basic workplace allowance s
 maximum workplaces available v
 minimum workplaces available w
 capacity based on planned admission no. x

basic workplaces in spaces marked 'C' at step 4, or $((p + q) \times 70\%)$, if lower

$(75 \times l)$, plus 50 if (m) is less than $(1500 + (15 \times r))$

(r), or $((p - s) \times 70\%)$, if higher

lower of $(v \times 90\%)$ and v rounded down to nearest multiple of $(30 \times n / 4)$

$(b \times n)$

Net Capacity y

if x is more than v, then $y = v$
 if x is between v and w, then $y = x$
 if x is less than w, then $y = w$

first admission year z (y / n) rounded down
 (n, c, e, f and h as calculated under School Details)

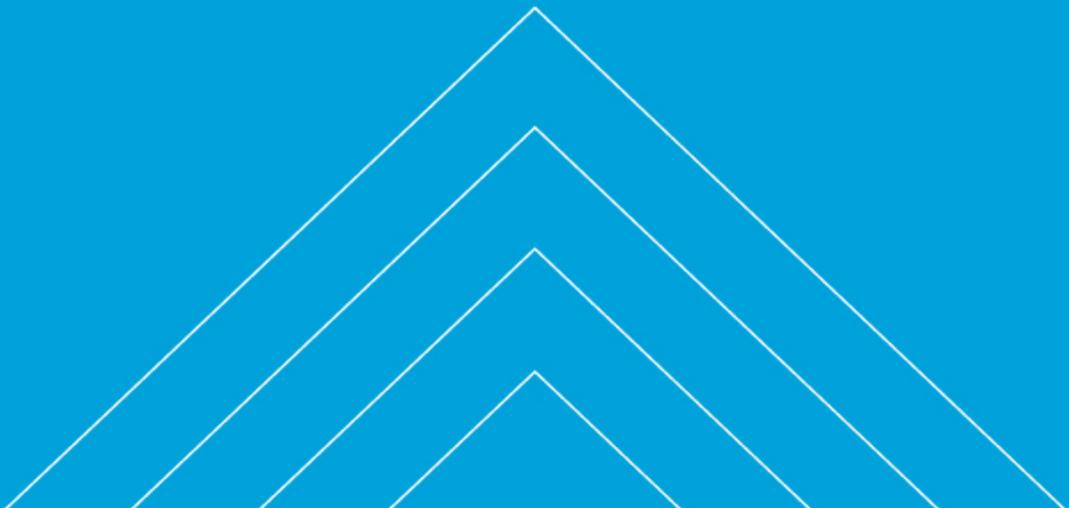
(second admission year, if applicable)
 (third admission year, if applicable)
 $(z \times e) / c$ $(z \times h) / f$

Declaration of Accuracy

We confirm that we are satisfied with the accuracy of the information given under School Details and

Signature of Head Teacher	<input type="text"/>	Date	<input type="text" value="/ /"/>	Signature on behalf of Local Education Authority	<input type="text"/>	Date	<input type="text" value="/ /"/>
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Appendix C. Mechanical and Electrical Engineer's Report





ST MONICA'S PRIMARY SCHOOL EXPANSION M&E INFRASTRUCTURE FEASIBILITY REPORT

SS and A
22.06.2021



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Rev	Engineer	Date	Reviewer	Date	Issued
1	M. Smith	18.06.2020	S. Sodha F. Stringer	21.06.2020	22.06.2020

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1.0 EXECUTIVE SUMMARY

SS and A were commissioned by Faithful & Gould to carry out a survey to determine the existing utility infrastructure at St Monica's Junior School to determine whether it is feasible to expand the existing school to include the Infant School, which is currently located in Bay Road.

The proposal is to provide 5no (1x double and 3no singles) temporary portacabin type classrooms and toilet provision on to the southwest grass area of the site, adjacent to the Annexe.

The report has considered the following after a non-intrusive survey undertaken on the 2nd June 2021;

1. Electricity
2. Water
3. Comms
4. Gas
5. Fire Alarm

Following the assessment, the table below schedules out the expected works:

Item	Description	Budget Cost exc VAT
1	Prelims	£7,500
2	Validations - Validate mechanical and electrical services including	£5,000
	• Fire alarm system cause and effect and connection configuration.	
	• Mains Cold Water Supply	
	• Electrical Supply confirming LV Infrastructure capacity	
3	Provide new LV supply – Provide new 250A supply, GRP enclosure, Feeder Pillar and new LV supplies to both the portacabins and existing school. (this does not include major infrastructure upgrade by UKPN)	£59,000
4	Provide new LV panel board – Strip out existing panel board and supply and install new panel board, connecting existing supplies	£10,000
5	Provide new water supply – Provide new water supply from the driveway to the portacabins.	£5,000
6	Provide new fire alarm supply – Provide fire alarm supply from the repeater panel to the new portacabins.	£10,000
7	Provide new comms supply – Provide a comms supply from the comms room in the Annexe building.	£2,500
8	Builders Work in Connection (BWIC)	By others
9	Testing and commissioning including record information.	£5,000
	SUB TOTAL	£104,000
	General Contingency at 10%	£10,400
	Total (Excluding VAT and Professional Fees)	£114,400

2.0 INTRODUCTION

SS and A has been appointed to undertake a feasibility study to understand the mechanical and electrical infrastructure and the works necessary to allow expansion of the St Monica's Junior School.



Saint Monica Primary School 69 St Monica Rd, Sholing, Southampton SO19 8ES

Southampton City Council wish to review how feasible it is to add the Infant School (located in Bay Road) on to the existing school in St Monica Road by implementing either 1x double classroom and 3x single classrooms with ancillary areas. Whist this report is based on the 5x portacabins, the infrastructure required would largely be the same as a fixed solution.

SS and A attended site on 2nd June 2021 to undertake a non-intrusive survey of the existing infrastructure.

3.0 INFRASTRUCTURE SERVICES

3.01 LV

Existing System Description

A Three Phase & Neutral utility supply enters the school in the electrical intake cupboard just behind/north of the main reception. The service head, which is an old Lucy Oxford, suggests that it has 3x 300A fuses however the schematic (Figure 2) below and the size of the incoming cable suggests it is likely that the supply lower. Size of supply and fuses would need to be confirmed by UKPN via a Nature of Supply application.



Fig 1 – Incoming Electricity Service Head

From the service head, the supply enters an old 150A Ottermill panel board (Figure 3), this board and its components are aged and obsolete.

Design Considerations

Schools usually require approximately 30W/m² of power, the current school based on an assessment using Google Earth is 2,200m² and therefore would require an approximate 66kW, equating to 73kVA or 104A Three Phase.

Item	Area and Allowance	Approximate Watts / Amps Three Phase
	Classroom (330m²)	
1	Small Power at 15W/m ²	4,950 / 7.8
2	Lighting at 8W/m ²	2,640 / 4.2
3	AC at 40W/m ²	13,200 / 21
	Common Area (90m²)	
4	Lighting at 5W/m ²	450 / 0.8
5	Electric Heating at 80W/m ²	7,200 / 11
6	Hot Water – based on 8no 2kW Hot Water Heaters (with diversity)	12,800 / 20
7	Hand Dryers – based on 3no 1.2kW (with diversity)	1,200 / 1.9
	Sub Total	42,440 / 67
	25% Spare Capacity	10,600 / 17
	Total	53,040 / 84

Conclusion & Recommendations

Based on the future load requirements of the extension at 84A and the existing capacity assumed at 104A, the following next steps are recommended;

1. Liaise with the local District Network Operator (DNO – SSE/UKPN etc) to understand the size of the existing infrastructure via a Nature of Supply application. This includes both the fuses and the incoming cable load capability.
2. Allow for upgrading the existing incoming electrical infrastructure with a minimum 200A incoming supply. Allowance should be made for a new supply, to terminate in a GRP enclosure with a metered service head and cut out. It may be that the incoming cable is rated close to or over the required loads, however this will need to be determined.
3. Provide 400A rated MCCB panel board adjacent to incoming supply fitted with 1no 125A supply to existing school and 1no 160A supply to feeder pillar for classroom.
4. Allow for 2no submains - 1no to the new portacabins and 1no new supply to the existing electrical switch cupboard to replace the existing incoming supply.
5. It is unclear as to how double and single classrooms will be connected electrically, however it may be prudent to allow for an additional feeder pillar to then provide 3-5no isolated supplies or a feed to each portacabin direct from the new MCCB panel.
6. Allow for a new LV panelboard to replace the existing aged and obsolete panelboard and to reconnect and test the existing school supplies.

3.02 Gas

Existing System Description

An 80mm utility gas supply enters the school in a gas cupboard adjacent to the incoming electrical intake cupboard. The supply passes through a gas meter and from the meter to the gas burning appliances including the boilers.

The meter is of a diaphragm type and allows a maximum 3531ft³ per hour (approx 1,100kW) of gas capacity. The size of gas supply (3" or 80mm) would suggest a maximum capacity supply of approximately 585kW.



Fig 4 – Gas Meter

The current connected capacity appears to be an HWS gas fired hot water heater at 24.4kW and 2no gas fired boilers at 124kW each (although 1no is not operational) totalling 272.4kW.

The extension at 120W/m² for the classrooms and 80W/m² for the common area would require an additional 57kW.

Design Considerations

Based on the school area at 2,200m² and school's gas requirements typically ranging between 125 - 200W/m² a total gas requirement of 440kW would be required.

Conclusions & Recommendations

For reporting purposes it is unlikely that gas would be used as the primary fuel source for heating of the new proposed portacabins as confirmed by both Portcabin and McAvoy's. It should be noted however that the system does have spare capacity, should a fixed solution be required.

3.03 Water

Existing System Description

A water supply enters the school at the the other entrance to the building off St Monica Road, where the meter is located in a dedicated pit. It was difficult to ascertain the size of the incoming supply due to the meter pit being filled with earth as seen in Figure 5 below.



Fig 5 – Water Meter

It was noted that the school are currently using bottled water for drinking, as the existing system appears to have high iron levels due to steel pipework rusting.

Design Considerations

Initial calculations suggest that the existing water loading units at 210LU are the equivalent to a 54mm supply. The extension will require an estimated 120 additional loading units, which is still within the capacity of a 54mm supply at a velocity of 1.5m/s.

Conclusions & Recommendations

The existing supply should be investigated further to determine the type of supply pipe in the ground. As a minimum, it is recommended that the following works are be undertaken:

1. A new water supply shall be connected to the existing supply in the driveway and a new PE water supply pipe should be routed in the ground to serve the Portacabins.

It is prudent to review the issues relating to the high iron levels in the domestic water systems, however we assume this will be addressed separately.

3.04 Fire Alarm

An existing fire alarm is provided with a main fire alarm panel in the main building, connecting to a repeater panel in the Annexe building. The fire alarm is of the analogue addressable type.

Design Considerations

Consideration needs to be given to the interface between any new system and the existing system and whether this can be undertaken including validations of the current devices connected. It is believed the JUNO 1-3 fire alarm currently installed utilises Apollo protocol/intelligence which is a common protocol and therefore a good chance to be compatible with the portacabin system.



Figs 6&7 – Main Panel and Repeater Panel respectively

Conclusions & Recommendations

The existing services should be investigated further to determine the capacity however, the following works are recommended:

1. A dedicated fire alarm system shall be provided for the proposed extension. This system shall be connected to the existing repeater panel in the Annexe building routed at high level across to the new portacabins.

3.05 Communications

An existing cooms room is located in the far west room of the Annexe building. We are advised that this is being upgraded and the new system shall have sufficient capacity to connect the new portacabins.

Conclusions & Recommendations

The existing services should be investigated further to determine the capacity, however the following works are recommended:

- A new comms supply shall be connected to the existing comms room server in the Annexe building routed at high level across to the portacabins.

3.06 General

It would be prudent to obtain Utility Searches at the next stage to understand the local utility infrastructure and a Cat Scan to determine the below ground services in and around the school.

4.0 SCOPE OF WORKS & BUDGET

Having surveyed the site and undertaken initial load calculations, the proposed infrastructure works are summarised in the image below:

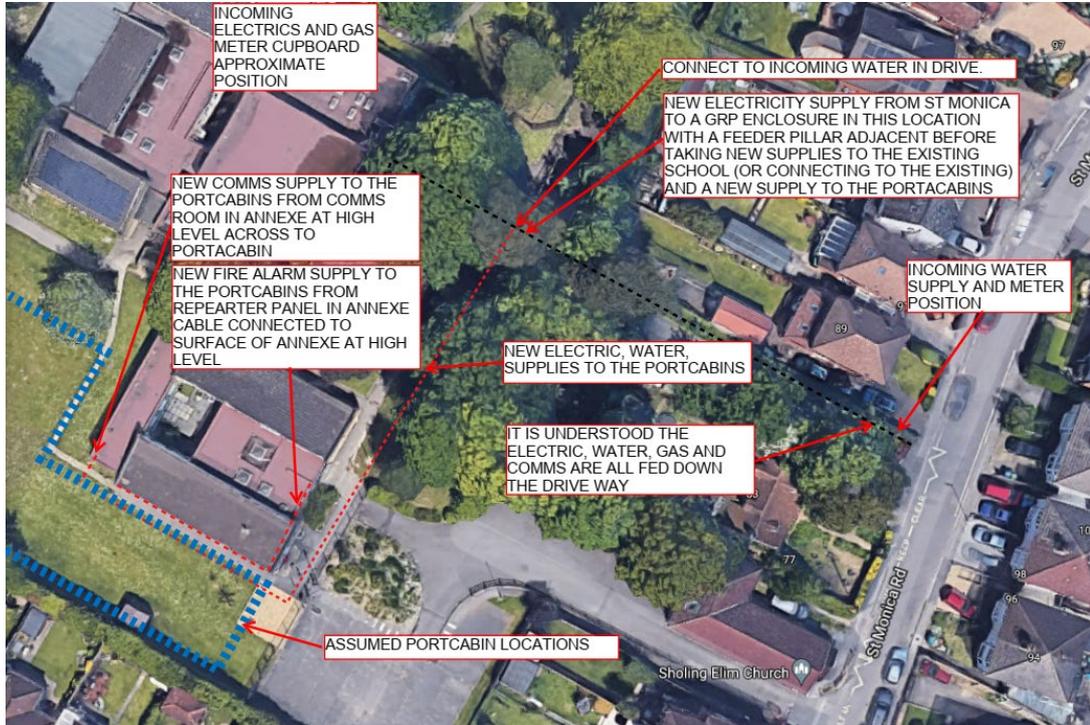


Fig 8 – General Infrastructure Works

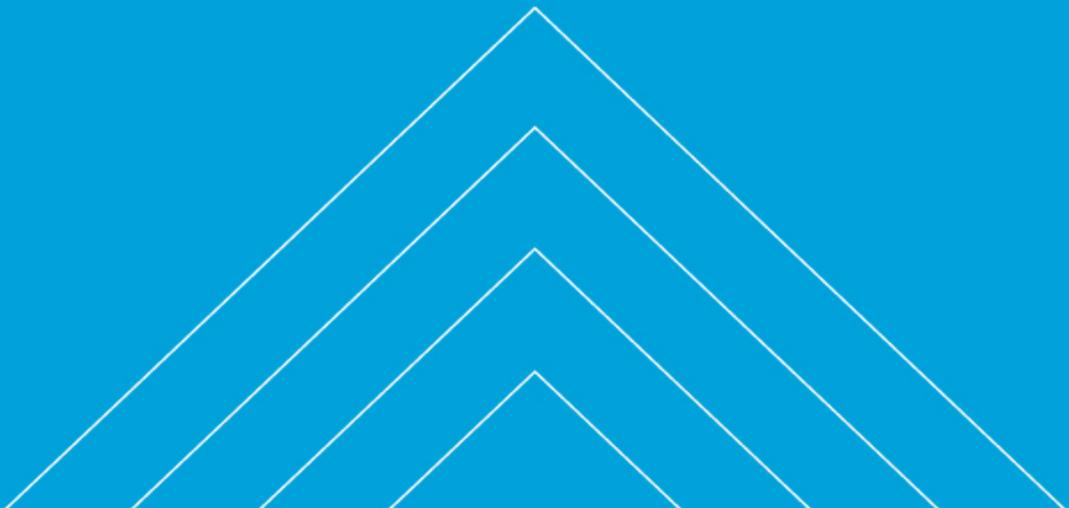
A proposed schedule of works and potential costs are set out below:

Item	Description	Budget Cost exc VAT
1	Prelims	£7,500
2	Validations - Validate mechanical and electrical services including	£5,000
	• Fire alarm system cause and effect and connection configuration.	
	• Mains Cold Water Supply	
3	• Electrical Supply confirming LV Infrastructure capacity	£59,000
	Provide new LV supply – Provide new 250A supply, GRP enclosure, Feeder Pillar and new LV supplies to both the portacabins and existing school. (this does not include major infrastructure upgrade by UKPN)	
4	Provide new LV panel board – Strip out existing panel board and supply and install new panel board, connecting existing supplies	£10,000
5	Provide new water supply – Provide new water supply from the driveway to the portacabins.	£5,000
6	Provide new fire alarm supply – Provide fire alarm supply from the repeater panel to the new portacabins.	£10,000

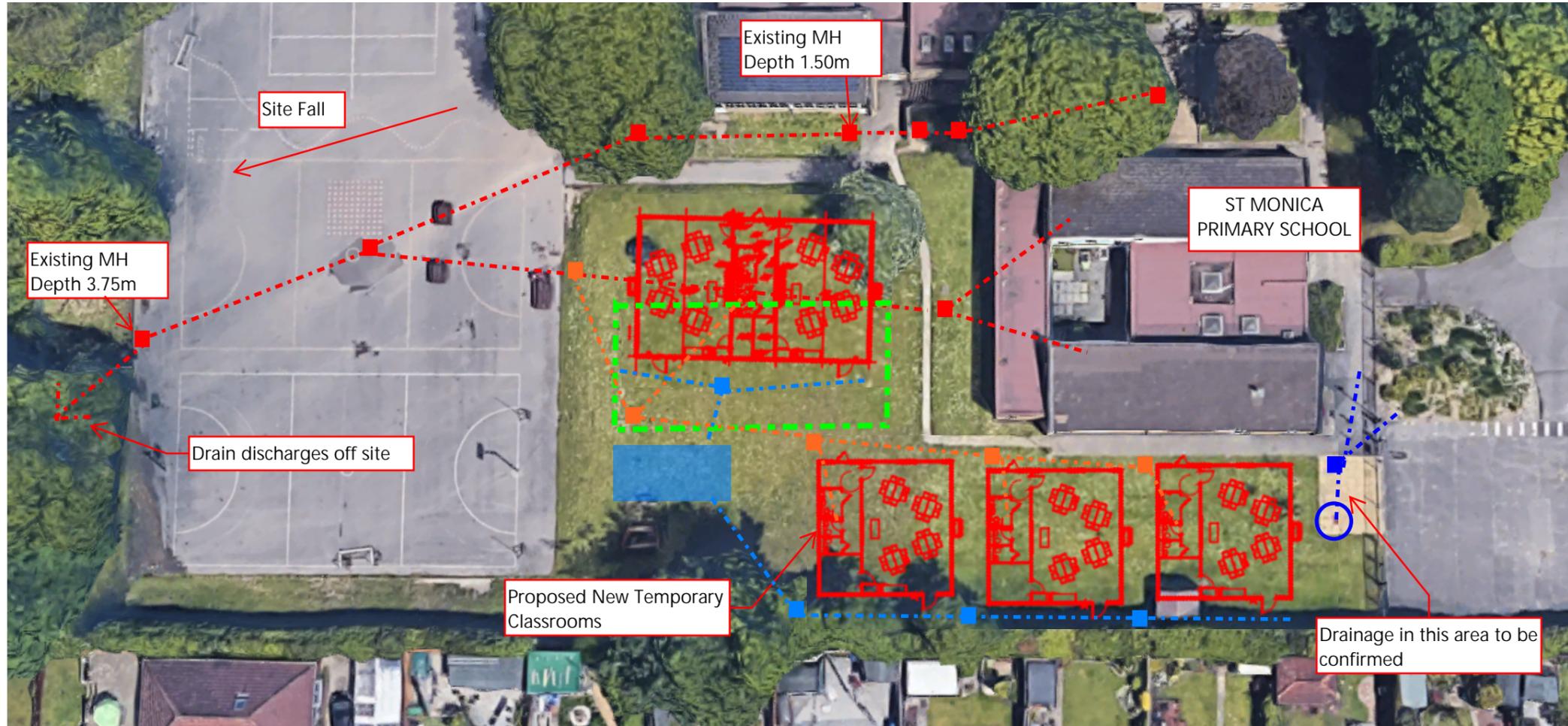
7	Provide new comms supply – Provide a comms supply from the comms room in the Annexe building.	£2,500
8	Builders Work in Connection (BWIC)	By others
9	Testing and commissioning including record information.	£5,000
	SUB TOTAL	£104,000
	General Contingency at 10%	£10,400
	Total (Excluding VAT and Professional Fees)	£114,400

*Costs do not include asbestos or ground surveys, builders work, trenching or M&E works within the portacabins (i.e. plug in and play).

Appendix D. Civil Engineer's Report



Notes



- - - - Existing Foul/Combined Drains
- Existing Soakaway
- - - - Existing Surface Drains
- - - Location of Former Swimming Pool
- - - Proposed Surface Drains
- - - Proposed Foul Drains
- Proposed Soakaway

All drain routes between manholes assumed.

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DRAINAGE STRATEGY:

The existing site has a foul system that discharges to the south corner of the site. This is assumed to connect into the adopted drain system surrounding the site

It is not clear, but we assume that part of the site is combined, with surface water connecting into this system.

We have located a soakaway to the north east corner of the site adjacent to the car park. This indicates that infiltration is viable on the site.

We would recommend a full drainage survey of the existing network is undertaken. This will include levels, pipe sizes, condition.

We would also recommend undertaking site ground investigations to determine the ground conditions for foundation design and to determine an infiltration rate for the design of new soakaways.

Care will need to be taken around the location of the former swimming pool.

If soakaways are not viable, an attenuated drainage system will be required discharging to a surface water sewer or a ditch.

P01	--	RDH	RH	RH	05.07.21
Rev.	Amendment	Drn.	Chkd.	Appd.	Date

St Monica Primary School

Phase 1 Drainage Strategy

Scott White and Hookins
 Structural Engineering Civil Engineering Sustainability and BREEAM CDM Consultancy

Scale at A3 1: NTS

DO NOT SCALE FROM THIS DRAWING

303380-SWH-XX-XX-DR-C-500 P01
 Project | Originator | Zone | Level | Type | Role | Number | Rev.

Appendix E. Schedule of Photographs



School Entrance road. Timber fence to be temporarily removed.



Entrance gates to be temporarily removed.



Yellow pedestrian fence to be temporarily removed.

St Monica Road – Access route which will require temporary parking restrictions in place on day of modular building delivery.



Staff Carpark – Proposed location for crane to life modular units.



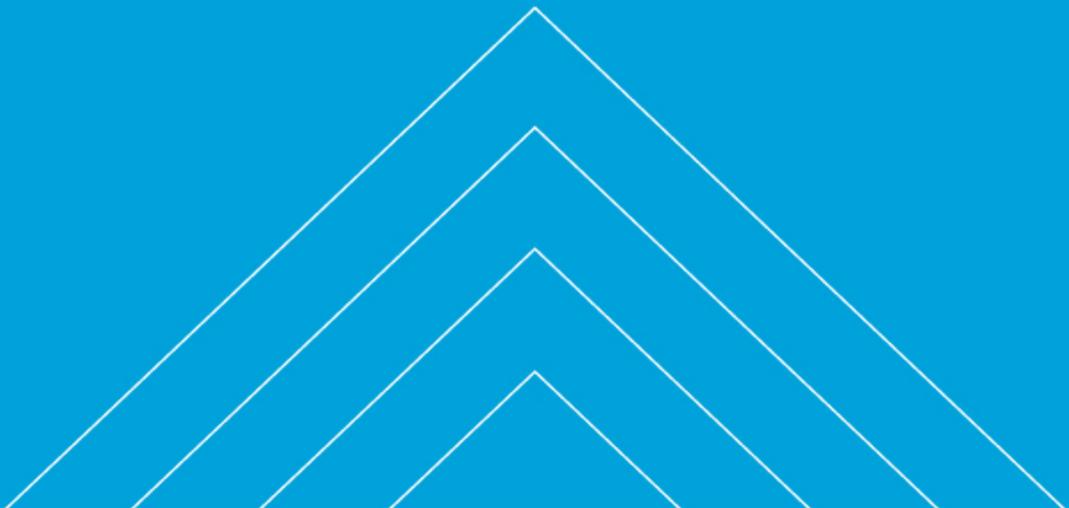
Grassed 'Area A' – Proposed location for permanent Modular Unit (1no. double classroom)



Grassed 'Area B' – Proposed location for temporary Modular Units (3no. single classrooms).

Trees to the left of the photograph to be considered for tree root protection zones.

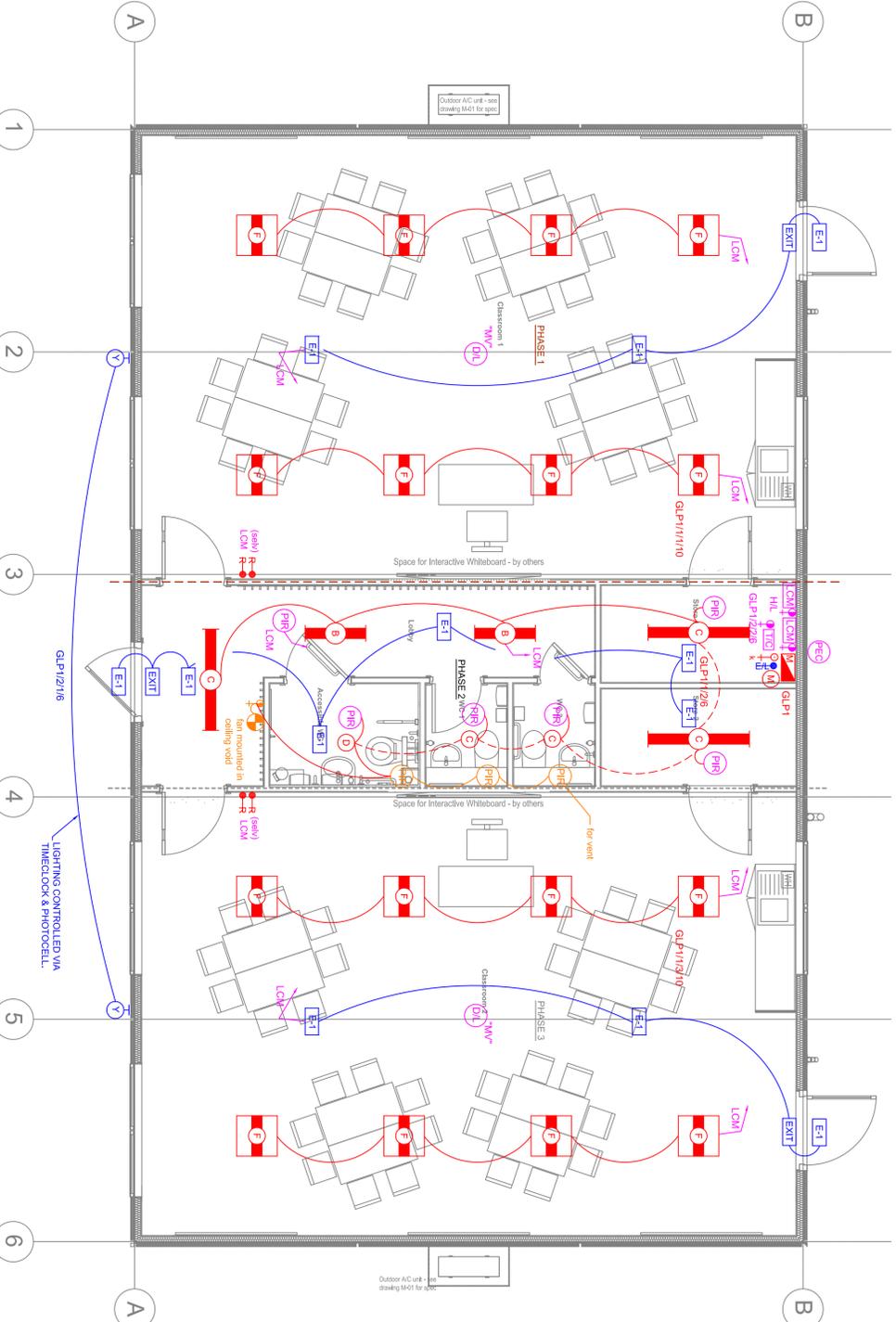
Appendix F. Modular Classroom Layouts



SCHEDULE OF LUMINAIRES

REF.	DESCRIPTION	MANUFACTURER
A	30W LED SURFACE MOUNTED LUMINAIRE (4183LM)	THORN PRISMA 4000K, 0.80 RENDERING
B	16.3W LED SURFACE MOUNTED LUMINAIRE (2013LM)	THORN PRISMA 4000K, 0.80 RENDERING
C	30W LED SURFACE MOUNTED LUMINAIRE (4183LM)	THORN PRISMA 4000K, 0.80 RENDERING
D	14W SURFACE MOUNTED LED BULKHEAD (1000LM)	THORN CLUB OR EQUAL & APPROVED.
G	27.2W SURFACE MOUNTED LED BULKHEAD (1340LM)	THORN LORE OR EQUAL & APPROVED.
F	141W RECESSED MODULAR LED LUMINAIRE (3900 lm) DIMMABLE (single power pack)	4000K, 0.80 RENDERING
YE	140W SURFACE MOUNTED LUMINAIRE (3600 LM) OPAL DIFFUSER & VISOR. 'E' DENOTES 0W 3H. RECESSED LED DOWNLIGHT	THORN EYEKON
EXT	141W LED (STRIP) WALL MOUNTED INTEGRAL POWER PACK	THORN VOYAGER SIGNAL LED
E1	148W SURFACE MOUNTED BULKHEAD 0W 3H POWER PACK	THORN VOYAGER
E	SURF. 'E' DENOTES INTEGRAL 3H+ EMERGENCY POWER PACK	
DM	OCCUPANCY SENSOR (DAYLIGHT SENSOR (DM) DENOTES MICROVAIVE)	
MM	OCCUPANCY SENSOR (MM) DENOTES MICROVAIVE)	
LCM	LIGHTING CONTROL MODULE (W SELV MODULE & ENCLOSURE	
TCM	7-DAY PROGRAMMABLE TIMELOCK & EXTERNAL PROTOCOL FOR AMENITY LIGHTING INSTALLATION (NIGHT SAVING (N/S))	
M	DENOTES KEYSWITCH (M) DENOTES HANDOFF/AUTO (M) DENOTES MAINTENANCE)	
H/O/A	MID POSITION RETRACTIVE LIGHT SWITCH	
E	E LIGHTING TEST SWITCH	
	GLB-1 TRIP SPLIT LOAD GENERAL BOARD. 'M' DENOTES SEPARATE TERMINALS FOR POWER & LIGHTING INSTALLATIONS)	
	DENOTES CONNECTION TO LOCAL EXTRACT VENTILATION. (TBC WITH MECH. CONTRACTOR)	

REF.	DESCRIPTION	DEVICE
1	ESB 1 P.A.M. RECESSED SURT LOAD DISTRIBUTION BOARD COMPLETE WITH INTEGRAL ISOLATOR & HINGED LOCKABLE COVER	10
2	INTEGRAL METER	6
3	INTEGRAL METER	10
4	INTEGRAL METER	6
5	INTEGRAL METER	6
6	INTEGRAL METER	6
7	INTEGRAL METER	6
8	INTEGRAL METER	6
9	INTEGRAL METER	6
10	INTEGRAL METER	6
11	INTEGRAL METER	6
12	INTEGRAL METER	6



REF: GLP1

80A

*25% Spare Capacity

4G-SWAXULPEL/SF + CPC BY OTHERS

NOTES

GENERAL NOTES:
 1. All luminaires shall be wired utilizing E24/20 Q4, SF 7mm and (asym) installed on cable basketwork and UPVC conduit for drops. Lighting circuit wiring shall be a minimum size of 1.5mm² with separate 1.5mm² CPC.
 2. All conduit drops to have 25% spare capacity.
 3. Light fittings should incorporate lamps which provide good colour rendering properties (Ra of 80 or better).
 4. The emergency lighting installation shall comply fully with BS 5266.
 5. All lighting circuits to be protected via RCD devices.
 6. The complete electrical installation shall be installed, tested and inspected to BS 7671 17th edition (EET wiring regulations). All commissioning certificates to be handed over on completion of the contract together with as installed drawings and operation and maintenance manuals.
 7. Local means of isolation shall be afforded to the automatic lights controls for ease of light controls are installed. The isolating key switch shall be suitably labelled to identify its use.
 8. Locally unswitched wiring shall not enter or pass through luminaires.
 9. Where joints are made below ceiling level they shall be made within an adequately sized adaptable box.
 10. Connectors shall be fixed within the box with an insulation thickness of 25mm overtop behind the connectors. All lighting connections shall be made in these boxes.

Client: McAVOY HIRE

Project: DOUBLE CLASSROOM

Project No.: CD

Drawing No.: DWG-MCA-CD-E-01

Revision: 0

STATUS: FOR APPROVAL

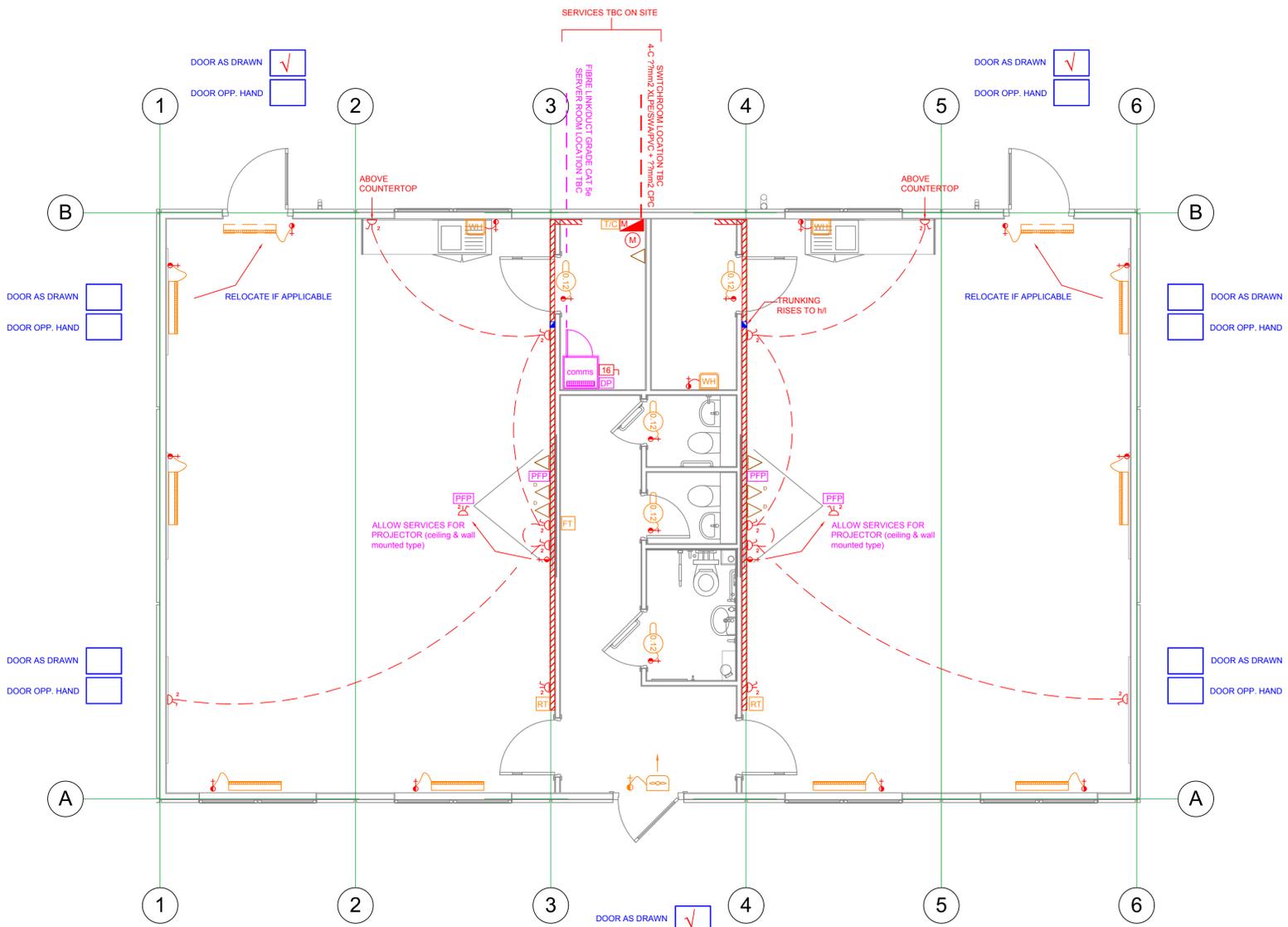
Drawing Title: GENERAL & EMERGENCY LIGHTING INSTALLATION

Drawn By: CWB | Checked By: GT | DATE: DEC'16 | SCALE: @ A1

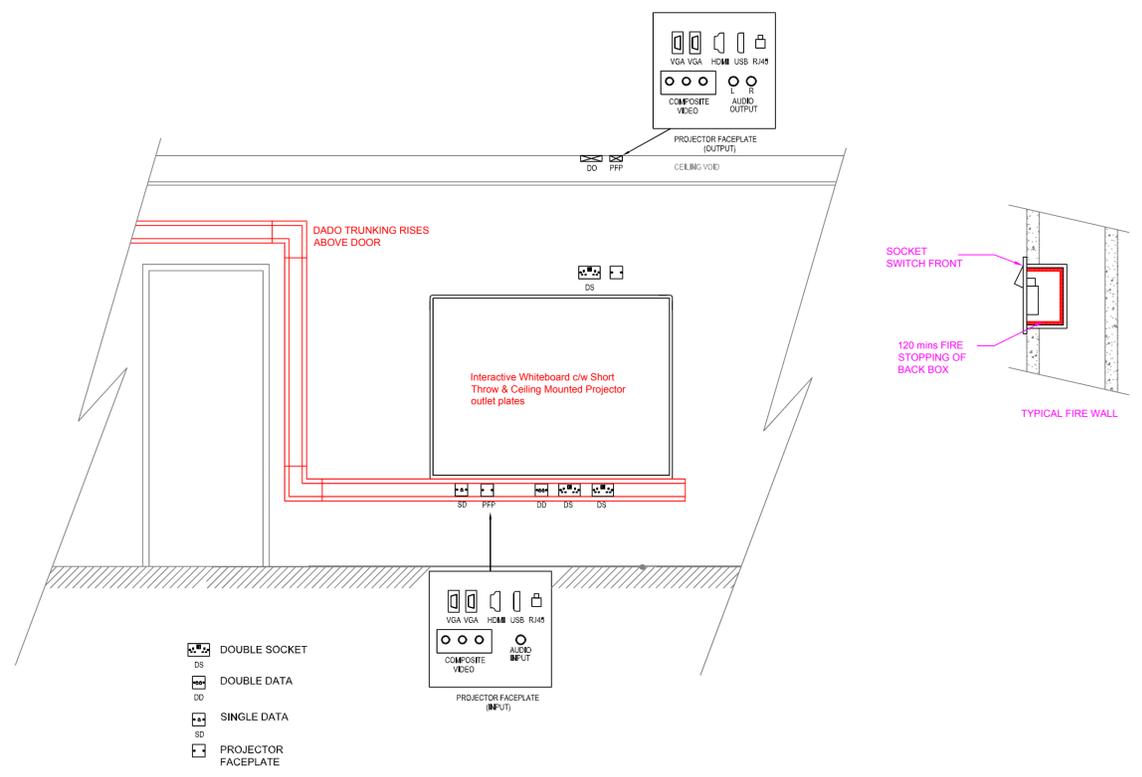
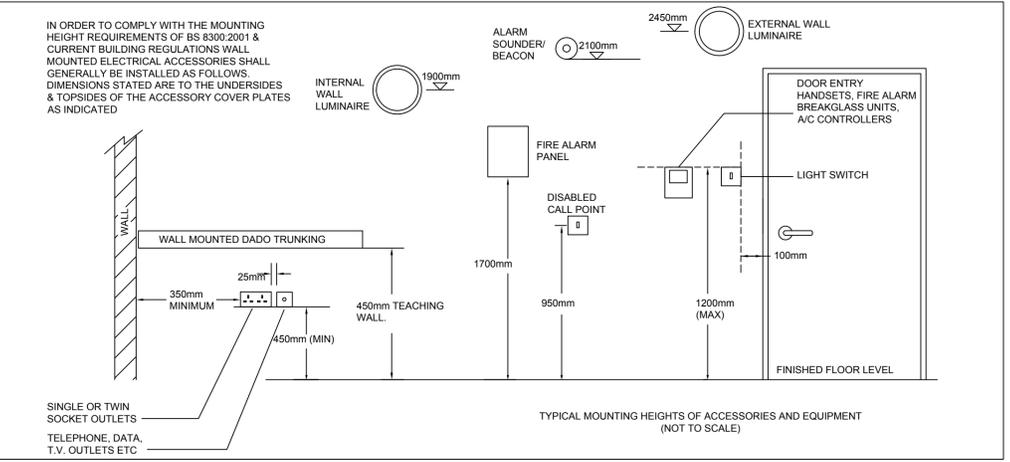
Head Office: 76 Ballyvaughan Road, County Tyrone, B171 6HD, Northern Ireland. F: +44 (0) 28 874 9115. www.mcavoyhire.com

CWB Consulting: 76 Ballyvaughan Road, County Tyrone, B171 6HD, Northern Ireland. F: +44 (0) 28 8681 9684. www.mcavoyhire.com

REF.	DESCRIPTION
POWER	MULTI-COMPARTMENT PVC TRUNKING
	SINGLE SWITCHED SOCKET OUTLET TWIN SWITCHED SOCKET OUTLET
	GLP1- TP&N SPLIT LOAD GENERAL LIGHTING & POWER DISTRIBUTION BOARD (TW DENOTES SEPERATE METERING FOR POWER & LIGHTING INSTALLATIONS)
	20A DOUBLE POLE FUSED SWITCH c/w NEON
DATA/VOICE	TELEPHONE OUTLET RJ45 (CAT 5e)
	CAT 5e DATA POINT SUFFIX "2" DENOTES TWIN
	DENOTES WALL MOUNTED DATA CABINET c/w Patch panel(s) & 1x 6WAY POWER MODULE. The data cables and outlet plates are to be tested and labeled at each end to clearly identify them. Comms installation c/w manufacturers 25 year warranty.
	INCOMING VOICE DISTRIBUTION POINT
	PROJECTOR FACEPLATE FOR IWB
	DENOTES WIFI AT HL (router by others) POE TYPE
MECHANICAL	7-DAY 2 CHANNEL PROGRAMMABLE TIMECLOCK FOR CONTROL OF WATER HEATING & SPACE HEATING
	INDOOR FROST STAT
	WATER HEATER (exact location to be confirmed with Mech. Contractor)
	ROOM THERMOSTAT (ELECTRIC HEATING)
	OVERDOOR HEATER AS DIMPLEX AC3RN (1.5/3.0Kw)
	120W TUBULAR HEATER (Dimplex) AT HL c/w INTEGRAL THERMOSTATIC CONTROL The heaters are to be mounted above doorway and controlled via time clock & connected via a double pole switch with neon indicator and engraved as to its use.
	2000W WALL MOUNTED PANEL HEATER AS DIMPLEX PLX RANGE c/w INTEGRAL ADJUSTABLE THERMOSTAT



NOTE: SUBCONTRACTOR TO TAKE NOTE OF CONFIRMED DOOR POSITION & HANDING & ENSURE ELECTRICAL INSTALLATION IS COMPLETED TO SUIT THESE.



NOTES

GENERAL NOTES:

All ring circuits to be wired in 2.5mm² pvc T&E+2.5mm² cpc utilising 6242HB CHLSF (twin and earth) installed on cable basket/tray and UPVC conduit for drops.

Ring circuits greater than 50m in distance shall be wired in 4.0mm² +4.0mm² cpc. Circuit limit of 6 two gang power switched outlets.

All circuits to be protected via 32amp 30ma RCBO devices.

It shall be the responsibility of the electrical contractor to co-ordinate all electrical services with other disciplines.

The complete electrical installation shall be installed, tested and inspected to BS 7671 17th edition IEEE wiring regulations. All commissioning certificates to be handed over on completion of the contract together with as installed drawings and operation and maintenance manuals.

REV	AMENDMENTS	DATE	BY	CHK BY
1	STATUS CHANGED TO CONSTRUCTION	01/02/16	GT	DC
0	FOR APPROVAL	07/01/16	CWB	SC
0	FOR APPROVAL	27/12/15	CWB	SC

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design@mcaovoygroup.com
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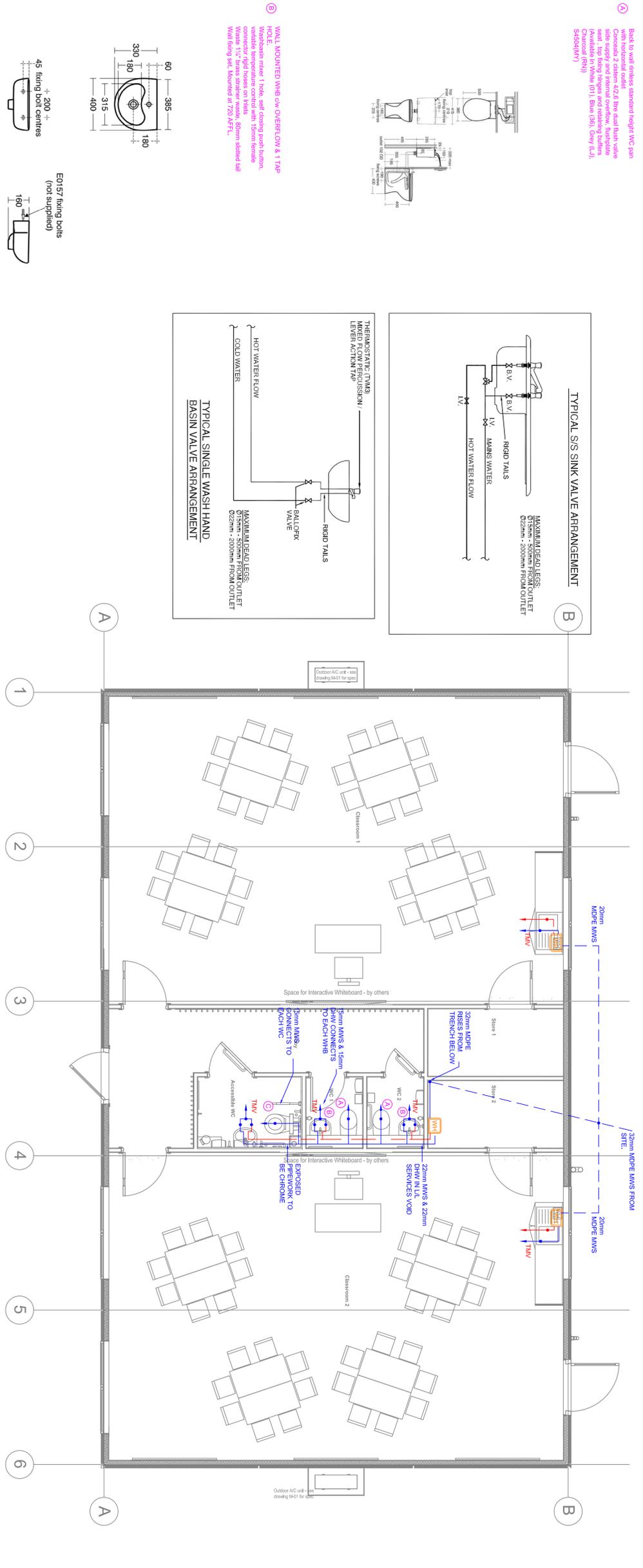
Working with:
CWB Consulting
Mechanical & Electrical Eng
Tel: +44 (0) 28 9581 9694
www.cwbconsulting.com

Client:	McAVOY HIRE
Project:	STANDARD HIRE 2016 DOUBLE CLASSROOM
Project No.:	Hire Double
Drawing No.:	DWG-MCA-Hire-Double-E-04
Revision:	1
STATUS	CONSTRUCTION
Drawing Title:	POWER & DATA INSTALLATION (ELECTRIC HEATING OPTION)
Drawn By:	CWB
Checked By:	SC
DATE:	DEC'15
SCALE @ A1	1:50

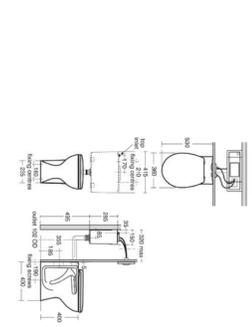
NOTES

DOMESTIC INSTALLATION NOTES

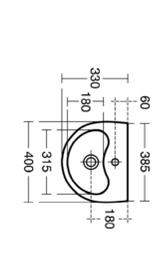
1. ALL ITEMS OF SANITARY WARE ETC SHALL BE PROVIDED WITH A BALLOFLEX TYPE ISOLATING VALVE ON EACH WATER CONNECTION.
2. PLUMBING INSTALLATION SHALL COMPLY WITH THE WATER REGULATIONS.
3. THE ROUTE OF PIPEWORK SHALL BE CO-ORDINATED IN CONJUNCTION WITH ALL OTHER MECHANICAL AND ELECTRICAL SERVICES AND THE BUILDING STRUCTURE.
4. PLUMBING PIPEWORK SHALL BE CARRIED OUT USING THE ROUTE OF PIPEWORK SPECIFIED IN THE SPECIFICATION X. ALL EXPOSED PIPEWORK SHALL BE CHROME PLATED WITH THE SPECIFICATION.
5. ALL PIPEWORK SHALL BE INSULATED IN ACCORDANCE WITH THE SPECIFICATION.
6. AFTER THE INSTALLATION IS COMPLETED THE ENTIRE PIPING SHALL BE PRESSURE TESTED IN ACCORDANCE WITH THE SPECIFICATION.
7. DENOTES WASH-HAND BASINS WITH A TACTORY THERMOSTATIC MIXING VALVE WITH A TACTORY SET BLENDING WATER TEMPERATURE OF 41.0C T.M.V



Back to wall freestanding standard height WC pan with horizontal outlet
 Concealed 2 column 42.8 litre dual flush valve seat, 100 mm floor flange and matching outlet (Available in White (01), Blue (50), Grey (L), Charcoal (RN))
 (S5040197)



WALL MOUNTED WHB OW OVERFLOW & T.M.P.
 Washbasin mixer 1 litre, self-closing push button, variable temperature control with 15mm female connector rigid hoses on both sides
 Waste 1 1/2 brass siphon waste, 80mm sited tall WHB being set, Overflow at 750 mm PL



45 fixing bolt centres
 E0157 fixing bolts (not supplied)
 160mm

Heater: Do not use standard central gas, NG gas water saving duty fit heaters with gasless burner, copper valve, tapered support rail with steel wall bracket, set to screw with stainless (1 1/2) washbasin, 1 tap hole, no overflow or drain hole, washbasin mixer thermostatic 1 litre, single sequential long lever, copper table
 Waste 1 1/2 brass siphon waste, 80mm unobscured tail
 Trap 1 1/2 plastic body, 75mm seal, multipurpose outlet
 Grab rail straight 80mm long x 38mm diameter (Available in Blue (50), White (01), Grey (L), Stainless Steel finish (NT), Charcoal (RN))

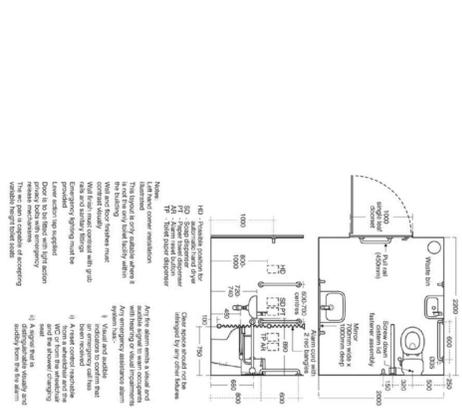
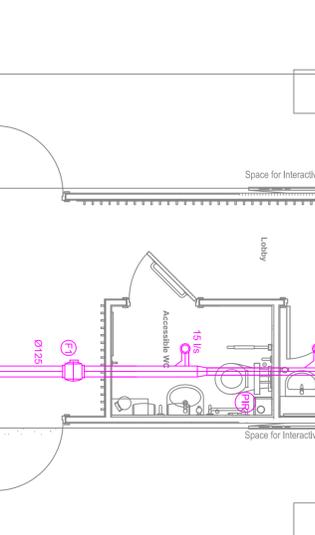
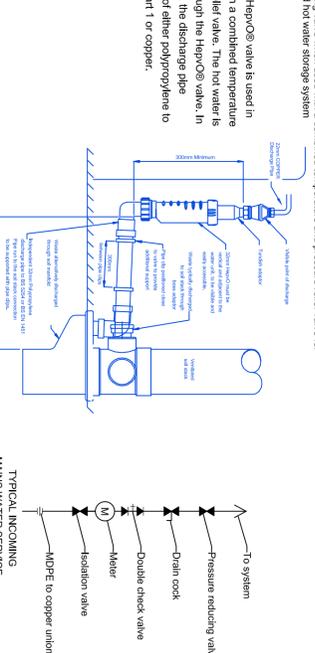
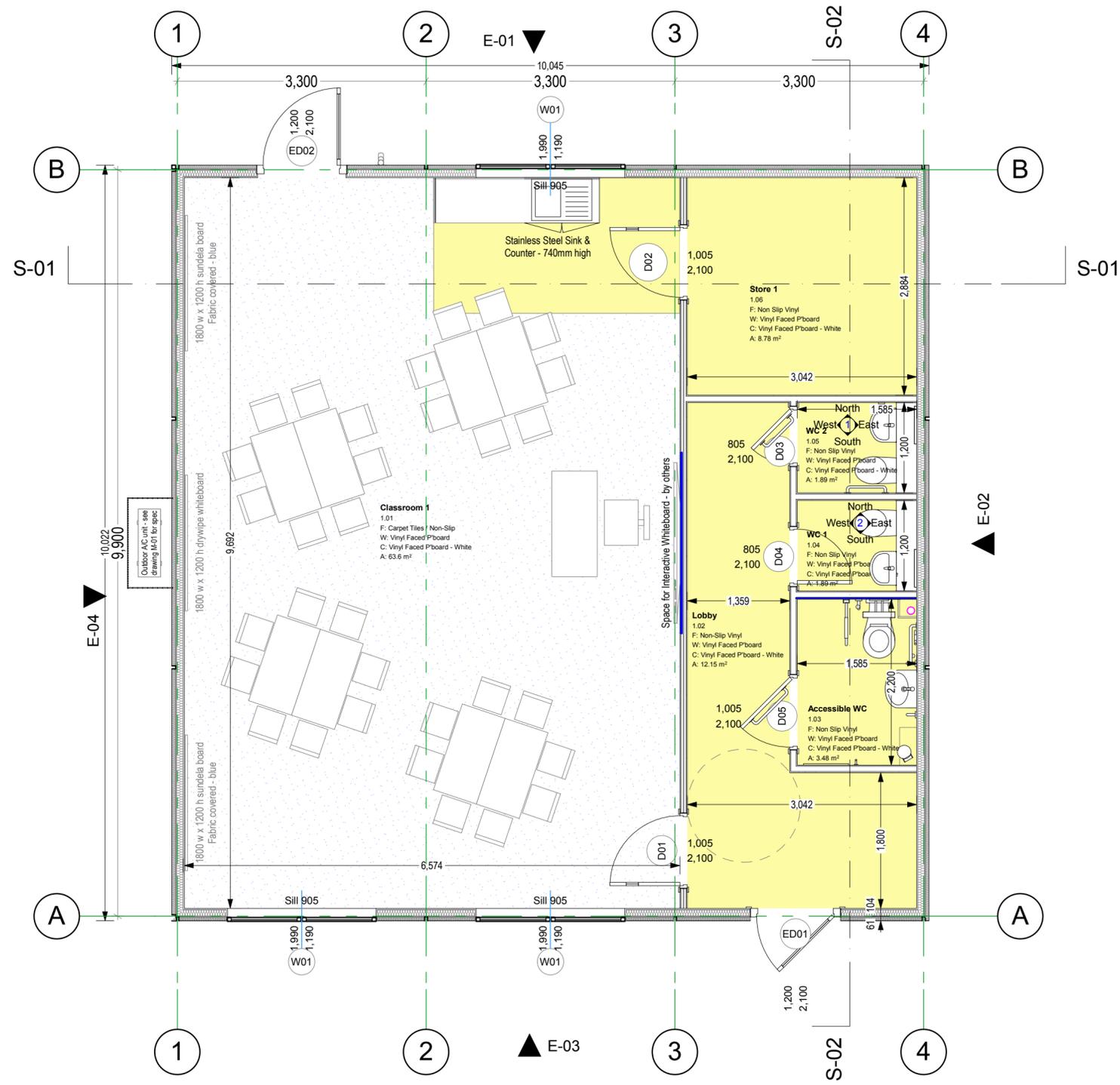


Figure 1. Self-sealing valve when used with a combined temperature and pressure relief valve for inverted hot water storage system



VENTILATION
 SAFETY ONLINE FAN TD-50/125 CW EXTERNAL PUMPER COATED
 LOUVER BACKDRAFT SHUTTER (SFP 0.3m/h) CONTACT FAHREHAVEN
 TEL: 029292811648
 OCCUPANCY SENSOR: DW ADJUST TABLE ROLL ON TIMER

Client: McAVOY HIRE		Project: DOUBLE CLASSROOM	
Project No.: CD		Drawing No.: DWG-MCA-CD-M-02	
STATUS		Revision: 0	
Drawing Title: FOR APPROVAL			
Drawing Title: PLUMBING/SANITARYWARE & VENTILATION INSTALLATION			
Drawn By: CWB	Checked By: GT	DATE: DEC'16	SCALE @ A1: 1:50



SCH_04 Room Finishes Schedule - Single						
Room Name	Classroom 1	Lobby	Accessible WC	WC 1	WC 2	Store 1
Room No.	1.01	1.02	1.03	1.04	1.05	1.06
Area (m2)	63.6	12.1	3.5	1.9	1.9	8.8
Height	2,400	2,400	2,400	2,400	2,400	2,400
Ceiling Spec/Colour	Vinyl Faced P'board - White	Vinyl Faced P'board - White	Vinyl Faced P'board - White	Vinyl Faced P'board - White	Vinyl Faced P'board - White	Vinyl Faced P'board - White
Floor Finish	Carpet Tiles / Non-Slip	Non-Slip Vinyl	Non Slip Vinyl	Non Slip Vinyl	Non Slip Vinyl	Non Slip Vinyl
Floor Spec/Colour	Heckmonwike Supacord - Anthracite / Polyflor Polysafe - Silver Birch	Polyflor Polysafe - Silver Birch				
Skirting Type/Colour	PVC - Grey	PVC - Grey	Set in Coved - Grey	Set in Coved - Grey	Set in Coved - Grey	PVC - Grey
Wall Finish	Vinyl Faced P'board	Vinyl Faced P'board	Vinyl Faced P'board	Vinyl Faced P'board	Vinyl Faced P'board	Vinyl Faced P'board
Wall Spec/Colour	Moonstone	Moonstone	Moonstone	Moonstone	Moonstone	Moonstone

Rev	Comment	Mod by	Chkd by	Date
Project name: Hire Single Classroom		Head Office 76 Ballynally Road Dungannon County Tyrone BT71 6HD Northern Ireland T +44 (0) 28 8774 0372 F +44 (0) 28 8774 6175 design@mcavoygroup.com www.mcavoygroup.com		
Site name: INSERT SITE NAME		Working with:		
Building name: Single Classroom		Standard Hire Fleet		
Layout name: General Arrangement		Drawn by: gt Checked by: stc Approved by: dc Date: 05/2016		
Drawing / Document Name:				
Project no.: Originator: Volume: Level: Type: Role: Number:				
H_SINGLE - MCA - ZZ - GF - DR - A - 0001				
Status: Suitability description:		Scale(s) @ A2:		
D4 FIT FOR MANUFACTURE/PROCUREMENT		1:50		
Revision: Devision description:		CONSTRUCTION		
C01 CONSTRUCTION				

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Hire Classroom ASHP
 Date 03/07/2015
 Rev. 1
 Engineer CWB
 Estimated Max Demand

General Lighting Installation

	4 w/m2/100lux			
Floor plan	Floor Area #1	<input type="text" value="170"/>	m2	<u>2040 Watts</u>
	Lux Level #1	<input type="text" value="300"/>		
General	Floor Area #2	<input type="text" value="0"/>	m2	<u>0 Watts</u>
	Lux Level #2	<input type="text" value="250"/>		
Amenity Lighting				
Quantity of fittings	4			
Power W	8	<input type="text" value="32"/>		<u>32 Watts</u>

Small Appliance Load

	180 w/twin outlet			
	quantity/m2	<input type="text" value="0"/>	0	
or	quantity	<input type="text" value="12"/>		<u>2160</u>
				2160
	Diversity Factor			
	first 3000 or less	100%		<u>3000 Watts</u>
	from 3001	35%		<u>-294 Watts</u>

Electric Heating Installaton

	<input type="text" value="2.4"/> Ceiling Height m			
	35 w/m3			
General	Electric Heating Area #1	<input type="text" value="35"/>	m2	<u>2940 Watts</u>
	Electric Heating Area #2	<input type="text" value="0"/>	m2	<u>0 Watts</u>

Air Conditioning Installation

	120 w/m2			
	3 COP			
Classrooms	Air-Con Area #1	<input type="text" value="135"/>	m2	<u>5400 Watts</u>
	Air Con Area #2	<input type="text" value="0"/>	m2	<u>0 Watts</u>

Electric Water Heating

	2000 watts/heater			
	9000 watts/shower			
	Quantity of Water heaters	<input type="text" value="3"/>	nr	<u>6000 Watts</u>
	Quantity of Showers	<input type="text" value="0"/>	nr	<u>0 Watts</u>

Additional Equipment

Desc	Q	Load	
Hand drier	<input type="text" value="3"/>	<input type="text" value="1200"/>	<u>3600 Watts</u>
Mechanical plant	<input type="text" value="0"/>	<input type="text" value="2000"/>	<u>0 Watts</u>

Contingency

Expansion	25.00%	<u>5680 Watts</u>
-----------	--------	-------------------

Total		28398 Watts
Diversity	0.85	24138 Watts
Amps		
SP&N	230 volts	105 Amps
TP&N	400 volts	35 Amps/Phase



Quality - this time - next time - every time



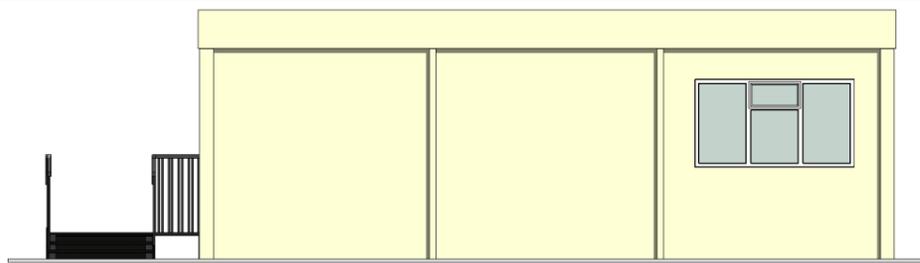
Standard floor loading is 3kN/m². Any loading imposed on a floor that is greater than 3kN/m² may require strengthening. Please contact your hire centre if you expect to exceed 3kN/m².

Please note that this and any accompanying drawing(s) are for illustrative purposes only and as such, the building shown may vary from the actual finished building on site.

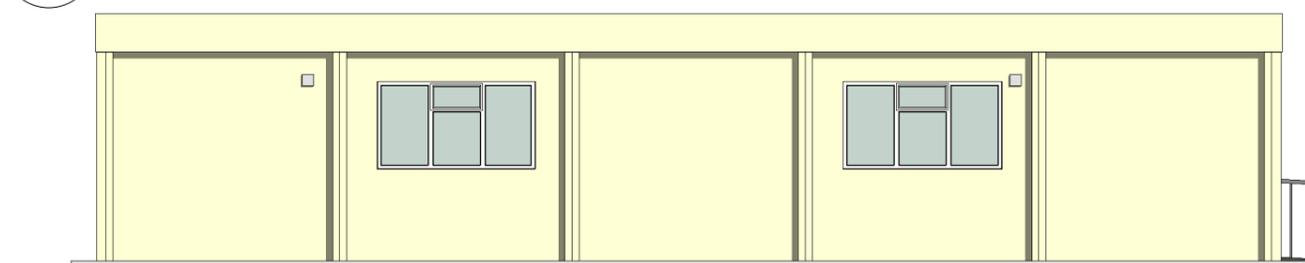
The position of windows, external doors and electrical fixtures (if shown) are dependent on stock availability at time of order.



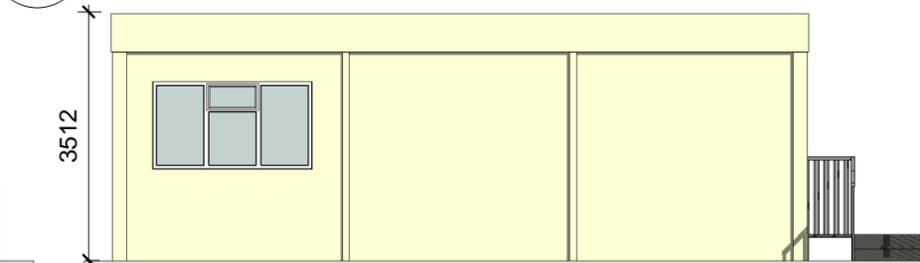
2 Front Elevation
1 : 100



3 Right Elevation
1 : 100

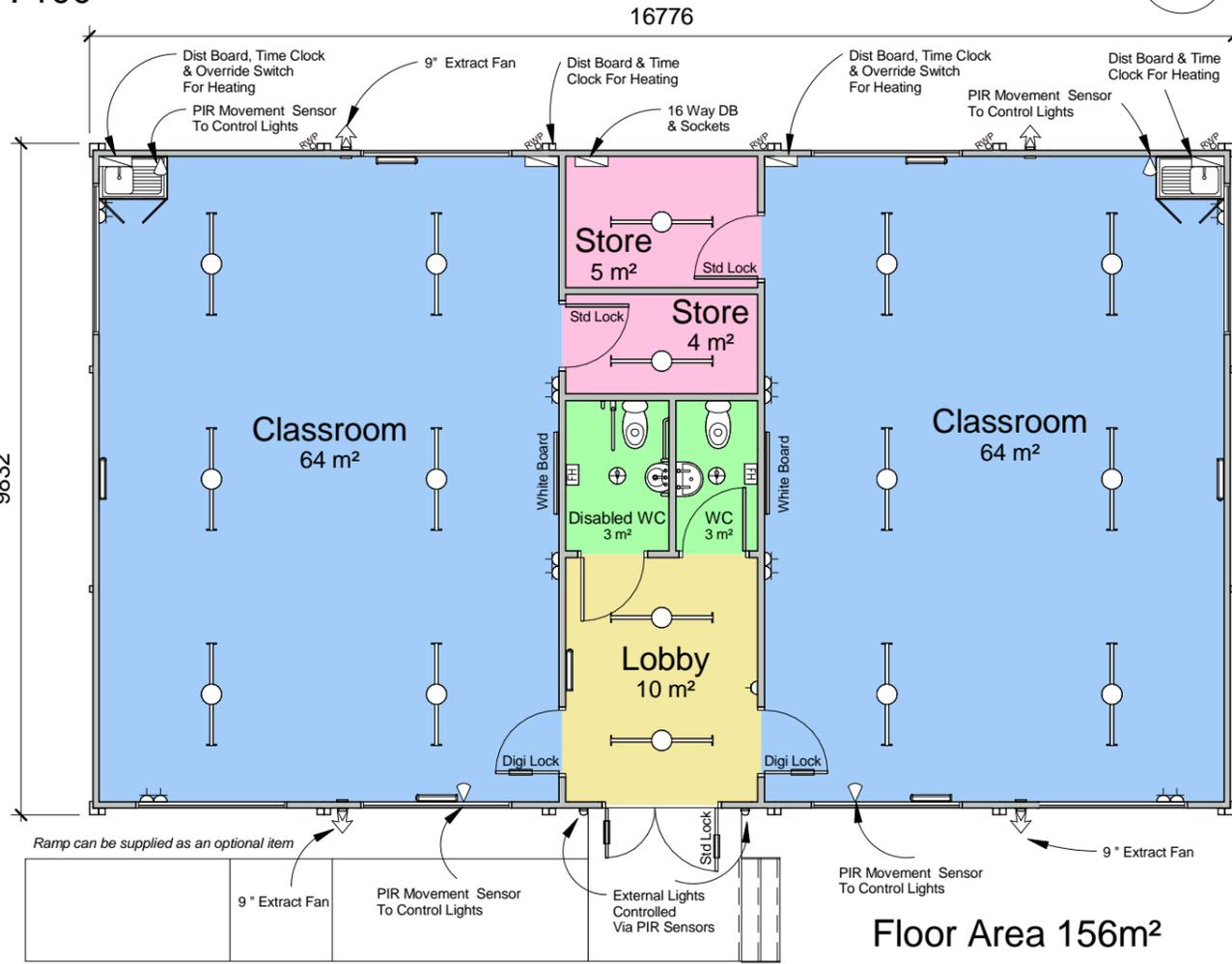


4 Rear Elevation
1 : 100



5 Left Elevation
1 : 100

Page 129



N.B. ramp shown assumes building finished floor level is at maximum 450mm above ground level, and has 1:15 criteria in accordance with Part M of the building regulations (DDA)

1 Plan Layout
1 : 100

Notes

1. Windows - white UPVC double glazed 2250 x 1250 - 2 Nr side opening and 1 Nr top opening. All to be fitted with locks and restrictors.
2. Steel External double doors with standard lock, fitted with white UPVC vision panels and 2 Nr and finger guards.
3. 2mm Flint grey polyfloor vinyl with polyurethen coating.
4. Internal doors to be American White Oak with finger guards. Classroom doors 926mm for disabled access, 3 Nr vision panels and kickplates fitted.
5. Each classroom to have whiteboards (2000mm x 1200mm).
6. Classroom lighting to be operated by PIR detectors, with manual override available. Note 2 Nr external bulkhead lights also PIR controlled.
7. 4 Nr double sockets to each classroom, 1 Nr single socket to lobby.
8. 2 Nr 9" extractor fans in each classroom
9. All partitioning supplied to be half hour fire resistant.
10. Painted skirting board
11. 2 kW wall mounted fan assisted heaters to each classroom, with time clock control.
12. The lighting provided is designed to be Category 3 level. This ensures a good general level of lighting is available to the teaching areas.
13. To ensure minimum running costs, lights in the teaching areas controlled by PIR's, will automatically be turned off 30 minutes after the last person has left the room - please note however that the PIR's can be over-ridden by the teacher and the lights turned off should there be a requirement; eg if the class is watching TV etc.
14. The two extractor fans supplied in each classroom to provide mechanical extract ventilation if required are operated via a wall switch in the classroom.

External Colour Scheme

- | | |
|----------------|--------------------------------|
| Walls | - Honesty nearest BS ref 10C31 |
| All Columns | - Honesty nearest BS ref 10C31 |
| All Trims | - Honesty nearest BS ref 10C31 |
| External Skirt | - Honesty nearest BS ref 10C31 |
| Roof | - White nearest BS ref 00E55 |
| Windows | - White nearest BS ref 00E55 |
| Vision Panels | - White nearest BS ref 00E55 |
| Doors | - Honesty nearest BS ref 10C31 |

Rev	Revision Description	Date	By
Project Name Double Classroom Block			
Client Name -			
Sheet Name Plan and Elevations - Double Classroom Block with toilets and kitchen sinks - 5 x UK093 Ultima Modules			
Date 2013	Scale 1 : 100 @ A3		
Drawing Number HD/9254/02	Rev.	Drawn by CS	

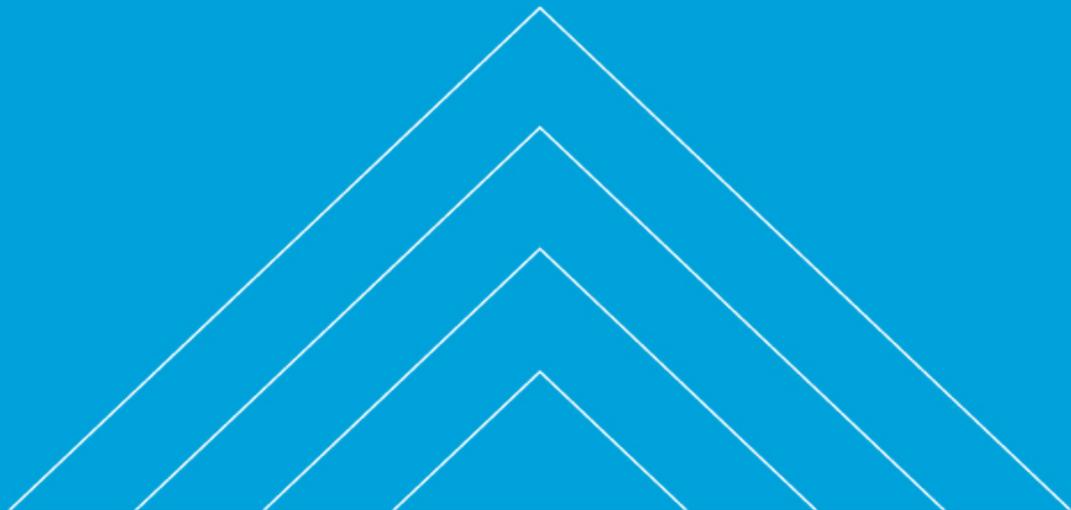
Appendix G. Risk Register

ID	RISK DESCRIPTION 'There is a risk that....'	CAUSE 'Results from'	CONSEQUENCE 'Leading to....'	PRE-MITIGATION			RESPONSE ACTION	ACTION OWNER	POST-MITIGATION		
				Probability	Severity	Score			Probability	Severity	Score
1	Budget v design during design process	Increased design work	Over spend and changes in programme.	3	2	9	Prepare a robust cost plan and include 10% design and construction risk contingency. Undertake all necessary surveys during early design stages to ensure adequate provision for scope has been included. Regular cost checks during design and review of brief requirements.	Client / Consultant	2	2	4
2	Client brief is not established	Lack of coordination	Ambiguous scope of service, higher potential for client dissatisfaction	3	3	9	Regular meetings contact and review with client to ensure requirements are fully understood.	Client / Consultant	2	3	6
3	Project is put on hold or is cancelled by the client	Construction cost is above budget and unaffordable. Failure to achieve Planning Consent, etc.	Commitments are cancelled resulting in loss in fees	2	2	4	Close management of client expectation and early communication around key deliverables, budget estimates, pre-planning advise etc.	Client / Consultant	1	2	2
4	Staff do not have the correct qualifications; DBS, CRB, CSCS, Asbestos Awareness	Failure to correctly undertake training of staff on a regular basis	Limited availability of appropriately qualified staff, difficulty in achieving deadlines with reduced team numbers.	2	3	6	Plan formal training for all relevant staff within the team.	Client / Consultant	2	2	4
5	Access around site will be restricted	Failure to develop an acceptable logistics plan	Non acceptance by client - programme delays and increased costs	2	4	8	Site logistics plan to be developed in coordination with client and building users to ensure an acceptable location and traffic plan is in place prior to starting on site.	Client / Consultant	1	2	2
6	Noise from construction	Construction work	Disruption of teaching	3	2	9	Employ contractors who adhere to schemes such as the Considerate Constructors Scheme. Ensure a site manager is employed and good liaison is implemented.	Contractor	1	2	2
7	Works in a school environment	Working around staff and pupils	Programme, disruption to teaching, H&S	2	4	8	Ensure access routes are separated from the school site through robust Logistics plan and traffic management. Movement of contractors to and from compounds to be coordinated not to coincide with pupil movements.				
8	Contractor knowledge and appreciation of requirements is poor	Contractor does not fully review and consider the contents of the contract brief.	Cost increases and poor quality	2	4	8	Appropriate selection of contractors by SCC with good track record. Comprehensive tender documents.	Client / Consultant	1	2	2
9	Asbestos or other deleterious materials being uncovered during construction	Lack of asbestos information / inadequate surveys carried out during design stage.	H&S, cost and programme increases	3	4	12	Review existing asbestos management survey information and carry out a detailed R&D survey of areas of work.	Contractor/consultant	2	4	8
10	Interruption to services during works	Isolating services for modular building connections and/or new connections made.	H&S, cost and programme increases	2	4	8	Careful coordination with the school to agree suitable dates/times for connections/disconnections.	Contractor	1	4	4
11	COVID-19 pandemic causing lockdown	COVID-19 causing lockdown	Cost and programme changes	3	5	15	Site set up to be in accordance with latest CLC SOP guidelines	Contractor	3	4	12
12	COVID-19 labour shortage	Outbreak of COVID-19 causing self-isolation	Cost and programme changes	3	5	15	Works to be done in accordance with latest CLC SOP guidelines	Contractor	3	4	12
13	Weather causes delays	Poor weather conditions	Cost and programme changes	2	2	4	Elements of work will be weather dependant however the fabrication of the modular units are completed within factory environments, thus reducing risk.	Contractor	2	2	4
14	Planning permission is rejected	Poor planning application submission and or lack of supporting information	Programme delays and increased costs	3	5	15	Early discussion with the LPA and submission of a pre planning application	Client / Consultant	1	5	5
15	Unforeseen ground conditions or obstructions	Poor ground conditions	Cost and programme changes	3	5	15	Carry out early ground investigations. Contingency allowance to be included to allow for further unforeseen ground related issues.	Client / Consultant	1	5	5
16	Below ground services are damaged	Undetected below ground services	Cost and programme changes	2	4	8	Undertake below ground services scans during design	Client / Consultant	1	5	5
17	Crane safety	Use of crane during moving of modular units	H&S, Cost and Programme changes	3	5	15	Crane lifts to be carefully coordinated with the client and site to agree suitable dates and times. Site logistics plan to be developed to indicate safe lifting areas. Contractor to develop a lifting plan and method statement to be agreed by CA.	Contractor	1	4	4
18	TPO's	Building within close proximity to tree root protection zones	Cost and programme changes	3	5	15	Early consultation with arboriculturist to agree tree root zones to avoid.	Client / Consultant	1	5	5
19	Made up ground	Made up ground is poor and/or hazardous material found	H&S, Cost and Programme changes	3	5	15	Early Ground Investigations to determine build up of ground.	Client / Consultant	1	5	5

Ranking Methodology note

Ranking	Probability	Financial	Programme	Impact On Business
1	Improbable	Insignificant	Insignificant	Insignificant
2	Remote	Minor	Minor	Minor
3	Moderate	Moderate	Moderate	Moderate
4	Probable	Major	Major	Major
5	Frequent	Catastrophic	Catastrophic	Catastrophic

Appendix H. Programme



St Monica's Feasibility Stage Programme					Job Number: 5206771																						
ID	Task Name	Duration	Start	Finish	Predecessors	021		Qtr 3, 2021			Qtr 4, 2021			Qtr 1, 2022			Qtr 2, 2022			Qtr 3, 2022			Qtr 4, 2022				
						May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct				
0	St Monica's Feasibility Stage Programme	75.4 wks	Tue 04/05/21	Wed 19/10/22		[Project Summary Bar]																					
1	RIBA Stage 1 - Feasibility	28.6 wks	Tue 04/05/21	Fri 19/11/21		[Summary Bar]																					
2	Project Kick-off Meeting	5 days	Tue 04/05/21	Wed 19/05/21		[Task Bar]																					
3	Obtain Quotations for Specialist Surveys	2 wks	Fri 21/05/21	Fri 04/06/21	2	[Task Bar]																					
4	Instruct Specialist Surveys inc. Civil, M&E, Modular specialist, NCA	1 wk	Mon 07/06/21	Fri 11/06/21	3	[Task Bar]																					
5	Specialist Surveys inc. Civil, M&E, Modular specialist, NCA	4 wks	Thu 20/05/21	Thu 17/06/21	2	[Task Bar]																					
6	Develop Feasibility Report	4 wks	Fri 18/06/21	Thu 15/07/21	5	[Task Bar]																					
7	Feasibility Review Meeting with SCC	1 day	Tue 20/07/21	Tue 20/07/21		[Task Bar]																					
8	Feasibility Sign-off meeting	1 day	Wed 28/07/21	Wed 28/07/21		[Task Bar]																					
9	Gateway Review	2 wks	Mon 16/08/21	Fri 27/08/21		[Task Bar]																					
10	Standstill period - Funding Approval	8 wks	Mon 30/08/21	Fri 22/10/21	9	[Task Bar]																					
11	Procurement / Appointment of Consultant	4 wks	Mon 25/10/21	Fri 19/11/21	10	[Task Bar]																					
12	Project Procurement Plan, SCC request for procurement	4 wks	Mon 25/10/21	Fri 19/11/21		[Task Bar]																					
13																											
14	RIBA Stage 2 & 3 - Concept Design and Spatial Coordination	13 wks	Mon 22/11/21	Fri 25/02/22		[Summary Bar]																					
15	Obtain quotes, instruct and complete specialist surveys. SCC to raise PO's	6 wks	Mon 22/11/21	Fri 07/01/22	12	[Task Bar]																					
16	Initial Statutory Consultation inc. Planning and Building Control	1 wk	Mon 22/11/21	Fri 26/11/21	12	[Task Bar]																					
17	Develop design through engagement with Stakeholders RIBA Stage 2	4 wks	Mon 06/12/21	Fri 07/01/22		[Task Bar]																					
18	Issue Stage 2 Report	1 day	Fri 07/01/22	Fri 07/01/22		[Task Bar]																					
19	Gateway Review	2 wks	Mon 10/01/22	Fri 21/01/22	18	[Task Bar]																					
20	Further development of design RIBA Stage 3	3 wks	Mon 24/01/22	Fri 11/02/22	19	[Task Bar]																					
21	Issue Stage 3 Report	1 day	Fri 11/02/22	Fri 11/02/22		[Task Bar]																					
22	Gateway Review	2 wks	Mon 14/02/22	Fri 25/02/22	21	[Task Bar]																					
23																											
24	RIBA Stage 4 - Technical Design	17 wks	Mon 28/02/22	Fri 24/06/22		[Summary Bar]																					
25	Further development of design RIBA Stage 4	3 wks	Mon 28/02/22	Fri 18/03/22	22	[Task Bar]																					
26	Prepare and Submit Planning and Build Regs applications	1 wk	Mon 28/02/22	Fri 04/03/22	22	[Task Bar]																					
27	Produce Tender Documents	2 wks	Mon 21/03/22	Fri 01/04/22	25	[Task Bar]																					
28	Gateway Review	2 wks	Mon 04/04/22	Fri 15/04/22	27	[Task Bar]																					
29	Planning and Building Regs approval period	8 wks	Mon 07/03/22	Fri 29/04/22	26	[Task Bar]																					
30	Tender Invitation	4 wks	Mon 18/04/22	Fri 13/05/22	28	[Task Bar]																					
31	Tender Adjudication	2 wks	Mon 16/05/22	Fri 27/05/22	30	[Task Bar]																					
32	Contract Award and Contract Formation	4 wks	Mon 30/05/22	Fri 24/06/22	31	[Task Bar]																					
33																											
34	RIBA Stage 5 & 6 - Construction to Practical Completion	16.8 wks	Mon 27/06/22	Wed 19/10/22		[Summary Bar]																					
35	Construction Phase	16.8 wks	Mon 27/06/22	Wed 19/10/22		[Summary Bar]																					
36	Purchase and fabrication of modular units	14.2 wks	Mon 27/06/22	Fri 30/09/22	32	[Task Bar]																					
37	Mobilisation Period	4 wks	Mon 27/06/22	Fri 22/07/22		[Task Bar]																					
38	Construction Phase 1 - M&E Upgrades and Soakaway installation	4 wks	Mon 25/07/22	Fri 19/08/22	37	[Task Bar]																					
39	Construction Phase 2 - Foundations and landscaping	6 wks	Mon 08/08/22	Thu 15/09/22		[Task Bar]																					
40	Delivery of Modular Units (potentially over weekend before)	1 day	Mon 03/10/22	Mon 03/10/22	36	[Task Bar]																					
41	Commissioning and Modular Unit Connections	1 wk	Tue 04/10/22	Mon 10/10/22	40	[Task Bar]																					
42	Snagging Period	5 days	Tue 11/10/22	Mon 17/10/22	41	[Task Bar]																					
43	Contract Completion	1 day	Tue 18/10/22	Tue 18/10/22	42	[Task Bar]																					
44	Handover	1 day	Wed 19/10/22	Wed 19/10/22	43	[Task Bar]																					

St Monica's Feasibility
Date: Thu 12/08/21

SCC		F&G		FGSCC		Milestone		Project Summary	
SCC Key Decision		Contractor		Split		Summary			

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Full Business Case

Document reference information

Project	St Monica's Primary School
Programme	Education
Project Sponsor	Robert Henderson
Project Manager	Derek Wiles
Version	Version 1
Date	August 2021

This document forms part of the Definition stage review and should be read in conjunction with other stage review documents

Version History

Version No.	Author	Change Notes	Date
1	Derek Wiles	First Issue	17/9/21

References

Ref No.	Document	Link	Version
-	St Monica's Junior School Site Consolidation Feasibility Study.	Refer Appendix A	Rev 2.0
-	SCC Condition Survey Allocation – St Monica's Junior School D1 / D2 Priorities Summary And Associated SCC Condition Survey.	Refer Appendix B	Rev 1.0

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14. Appendix B.....	Error! Bookmark not defined.

1. Executive summary

St Monica's was subject to an Ofsted inspection in 2019 and as a result was deemed 'Inadequate'. As a consequence, the Regional Schools Commissioner, (RSC) placed a Direct Academy Order (Statutory Notice) requiring the school to become an Academy (Forced Academisation).

In the case of St Monica's School, the nominated Academy Trust for the proposed operation of the school via academisation is the Inspire Trust.

This Business Case details two areas required to be progressed as part of the academisation.

1.1. Local Authority Responsibility for Safe & Reasonable Condition

The Local Authority has a responsibility to ensure school accommodation is in a safe and in reasonable condition as part of the transfer arrangements to an academy trust. (This is a Statutory Obligation under the Academies Act 2010, s4, s8)

Costs in relation to SCC Condition Survey (Priority Works D1 'Works Required Within 12 Months' & D2 'Works to Be Reviewed After 12 Months') are detailed in Appendix 2. It is proposed to fund these elements of work via a Transfer Agreement with works to be undertaken direct by the Inspire Trust.

1.2. School Amalgamation on Junior School Site

When the Inspire Trust took on the management of the school, they stated their preference that the current Infant and Junior School sites be amalgamated onto the Junior School site to facilitate effective management of the school.

Amalgamating the school onto the Junior School site also frees up the Infant School site for utilisation within SCC Education Services preferred option for the developing SEND Expansion Programme.

To facilitate the School amalgamation the Council would fund the provision of two permanent classrooms and three temporary classrooms to accommodate the pupil's amalgamation onto one site.

Costs in relation to the amalgamation are detailed in Appendix 1 'St Monica's Junior School Site Consolidation Feasibility Study'. It is proposed to fund these elements of work via a Transfer Agreement with works to be undertaken direct by the Inspire Trust.

Approval is sought for:

1. Capital Funding allocation to be made to fund the SCC R&M statutory commitments as part of the forced academisation of St Monica's infant School, together with the provision of two number permanent modular classrooms to facilitate amalgamation onto the Junior School site in the sum of £1,262,000 (Breakdown Included Below).
2. Revenue funding approved at February 2021 Cabinet, and subsequently revised to £690,000 in the July Update due a revision in the projected PAN, is utilised to fund provision of three number temporary classrooms over academic years 2022/23 – 2025/26 in the sum of £689,000 (Breakdown Included Below).

2. Strategic fit

What is the basis for the business case?

To facilitate the academisation of St Monica's Primary School incorporating the amalgamation of the infant & Junior Schools onto the Junior School site.

Invest to save

Supporting Council outcomes

What impact might this have?

	Yes	No	Council outcome(s) impacted	Focus area(s)
Will this impact across the council/partners/multiple departments?		No	Education Well Being	Improve the Quality Of Learning Opportunities
Will this impact on service users and/or protected groups (equalities)?	Yes			
Is there potential for significant political/financial/reputational impact?	Yes			
Will this mean we collect, store or use our data differently?		No		

3. Background

St Monica's was subject to an Ofsted inspection in 2019 and as a result was deemed 'Inadequate'. As a consequence, the Regional Schools Commissioner, (RSC) placed a Direct Academy Order (Statutory Notice) requiring the school to become an Academy (Forced Academisation). In the case of St Monica's School, the nominated Academy Trust for the proposed operation of the school via academisation is the Inspire Trust. The school is planned to transfer to Inspire Trust on 1st January 2022.

The school is currently operated as a split site, with the Infant and Junior sites are housed in different buildings approximately a quarter of a mile apart.

When the Inspire Trust took on the management of the school, they stated their preference that the current Infant and Junior School sites be amalgamated onto the Junior School site to facilitate effective management of the school. Amalgamation onto the Junior school site would require the provision of three temporary modular classroom units and two permanent modular classroom units. The three temporary classrooms units are required to accommodate the current number of infant age pupils. Due to demographic changes however, this number will reduce in coming years and it is anticipated that the number of temporary classrooms will reduce by one per year, eventually leaving only the two permanent classrooms and associated toilet facilities.

Associated with the additional classrooms there is a legal requirement to ensure that the fabric of the Junior site at the point of transfer to the Trust is in an appropriate and safe state as set out in the DfE Guidance on School Transfers to Academy Trusts.

The amalgamation of the school onto the Junior School site would also free up the current Infant School for use in SCC Educations current proposed option for the developing SEND Expansion Programme.

4. Solution

4.1. Requirements

To facilitate the academisation of St Monica's Primary School to the Inspire Trust, complying with the Councils Statutory obligations to provide accommodation is a safe and reasonable condition.

To facilitate amalgamation of the school onto the Junior School, vacating the Infant School site for utilisation as part of SCC Educations preferred option for the SEND Expansion Programme.

4.2. Scope of Delivery / Options Considered

Option 1 – Do Nothing – Not Recommended

The do-nothing option would not address the Council Statutory obligations under the forced academisation of St Monica's Primary School. It would maintain the current split site which has proven to be problematic to the effective management and running of the school. Additionally, it will not allow the existing Infant School site to be vacated for utilisation as part of SCC Educations preferred option for the SEND Expansion Programme.

Option 2 - Undertake St Monica's Junior & infant School D1 & D2 R&M Priorities (D1 Priorities = Those from SCC Condition Survey for review within 12 months and D2 Priorities = Those from SCC Condition Survey for review after 12 months) Only to Comply with Statutory Requirements Under the Forced Academisation Of the St Monica's Primary School, maintaining school provision on Infant & Junior School Sites – Not Recommended

To undertake the D1 & D2 priorities on both sites to meet legal obligation on the Council as set out in the DfE Guidance on School Transfers to Academy Trusts.

It would not however address the management issues of the Trust in respect of running the school on two sites, or free up the Infant School for utilisation as part of SCC Educations preferred option for the SEND Expansion Programme. It should be noted that the project is only at feasibility stage and not been approved.

Overall cost to undertake D1 & D2 R&M Priorities on both sites would cost £2,04M and would all be capital spend resulting in a revenue saving.

Option 3 – Undertake St Monica's Junior School D1 & D2 R&M Priorities (D1 Priorities = Those from SCC Condition Survey for review within 12 months and D2 Priorities = Those from SCC Condition Survey for review after 12 months) Only to Comply with Statutory Requirements Under the Forced Academisation Of the St Monica's Primary School, Amalgamation of St Monica's School onto The Junior School Site- Recommended

The amalgamation of St Monica's school onto one site will enable the Trust to operate the school on one site which will ensure an enhanced education provision. Additionally, it will allow the existing Infant School site to be vacated for utilisation as part of the SEND Expansion Programme. The improvements to the fabric of the Junior School will ensure all health and safety requirements are met as a legal obligation on the Council as set out in the DfE Guidance on School Transfers to Academy Trusts.

Overall cost to undertake D1 & D2 R&M Priorities together with provision of permanent and temporary accommodation would cost £1,951,000 as detailed in table below.

Option 3 as detailed above is the recommended option to progress. It is proposed that the Inspire Trust will carry out the required R&M Priorities, together with the School Amalgamation Works, which will be

funded by the Council via a Transfer Agreement as part of the School Academisation. This would be undertaken via a Transfer Agreement as part of the Academisation Agreement, with funding passed to the Trust to undertake the required works. The Transfer Agreement would encompass conditions ensuring that the required works are undertaken in line with SCC requirements and value for money is demonstrated.

Funding requirements, and associated profiling, are detailed in the table below. Revenue funding has already been approved at February 2021 Council and revised in the July update, although approval to transfer to the school under a Funding Agreement is sought. Capital funding has not been approved and approval is requested to add funding to the Capital Programme.

The recommendations assume that the SEND reconfiguration proceeds, and that funding is made available to fulfil the current plans. There is potential risk that if the reconfiguration is not fulfilled that the Infant School site may not be used for the purposes currently proposed.

Funding Requirements:

Works	Revenue	Capital	Total
Modular Provision (Temporary & Permanent)	£678,000.00	£350,000.00	£1,028,000.00
R&M D1 & D2 Priorities	£0.00	£908,000.00	£908,000.00
Internal SCC Costs	£11,000	£4,000	£15,000
Grand Total	£689,000.00	£1,262,000	£1,951,000.00
Current Approved Budget Allocation (July Update)	£690,000.00	£0.00	£690,000.00

There will need to be a revenue virement to align with the updated profile and reduce by £1,000.

The capital works totalling £1.262M are to be funded by Schools Condition Allocation (SCA) grant.

Indicative Projected Funding Profiling:

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	Total
Capital R&M (1)		885,000	23,000	-	-	-	908,000
Capital Modulars (2)	35,000	307,000	8,000				350,000
SCC Costs (4)	4,000	-	-	-	-	-	4,000
Total Capital	39,000	1,192,000	31,000	-	-	-	1,262,000
Revenue Modulars (3)	52,000	486,000	53,000	38,000	34,000	15,000	678,000
SCC Costs (4)	11,000						11,000
Total Revenue	63,000	486,000	53,000	38,000	34,000	15,000	689,000
Total	102,000	1,678,000	84,000	38,000	34,000	15,000	1,951,000

(1) Assumed Undertaken by Inspire Trust 2022/23 With Retention 2023/24

(2) Assumed Fee Expenditure 2021/22 With Installation 2022/23

- (3) Assumed Fee Expenditure 2021/22 With Installation 2022/23 And Rental Till 2026/27
- (4) SCC Internal Costs (Not Part of Funding Agreement)

There will need to be a revenue virement to align with the updated profile

4.3. Measurable Objectives

- 1 – Improvement to the fabric of St Monica’s Junior School
- 2 – Ofsted Rating Approvements
- 3 – Delivery of Temporary & Permanent Classroom Accommodation for Start Of 2022/23 Academic Year

5. Benefits

Benefit	Baseline	Baseline Date	Target	Benefit Owner	How benefit measured	Frequency of measurement	When will benefit be reportable
Education Benefit of Operation on One Site							
Improving Learning Environment							
Releasing of Infant Site For SEND Expansion Programme							

6. Summary of resources needed to achieve Deployment and Transition Stages

Expected number of hours/weeks/months

Role	FTE	Duration/effort
SCC Education Services	1FTE	½ day / week for 4 months
SCC Property Services	1FTE	½ day / week for 4 months
SCC Legal Services	1FTE	½ day / week for 4 months
SCC Valuation & Estates	1FTE	½ day / week for 4 months
SCC Finance	1FTE	2-3 Days

7. Risks

Risk	Probability*	Impact**	Identifying controls
Failure to secure the finance to undertake the necessary works for academisation will further delay the conversion of the school to an academy against the statutory requirement as defined by the Direct Academy Order issued by the Regional School Commissioner, (RSC)	3	4 Statutory works required to facilitate academisation will not be able to be undertaken	N/A
Failure to secure the finance to undertake the amalgamation works to the Junior School site.	3	4 Impact on management of St Monica's Primary School. Unable to progress SCC Educations preferred SEND Expansion Option.	N/A
Inspire Trust not able to provide temporary / permanent accommodation to facilitate amalgamation to Junior School Site.	3	4 Requirement for continued occupation / licence for Infant School site. Infant school not vacated for September 2022.	Ensure delivery viability confirmed by Inspire Trust identified in Funding Agreement and works monitored. Any delay would be Inspire Trusts responsibility and financial obligation

*Probability score 1-very unlikely, 2-unlikely, 3-possible, 4-likely, 5- very likely

**Impact score 1-minor, 2-moderate, 3-significant, 4-major, 5-critical

8. Assumptions, Constraints and dependencies

Full Business Case assumes that Inspire Trust will be able to procure and put permanent and temporary modular accommodation in place for the start of the 2022/23 academic year as indicated in e-mail dated **(To Be Confirmed By Rama)**.

There have been assumptions made around the profiling which may change once the Transfer agreement is drawn up and payment schedule agreed with the trust.

Time constraints mean that SCC would not be able to procure and deliver the project itself by September 2022, hence initiating discussions with Inspire Trust to see if they would be willing to take on project delivery.

9. Timescales

Outline the key known milestones/dates (highlight where indicative vs known) including stage review dates for the recommended option

No	Key milestone	Baseline date
1	CRG	28 th September 2021
2	CAB	29 th September 2021
3	Cabinet Date	18 th October 2021
4	Academisation date	1 st January 2022
5	Provision of temporary and permanent classroom provision on the Junior School site to facilitate amalgamation	September 2022

10. Costs

No	Description	Funding source	Cost
1	Condition Survey D1 & D2 Priorities (Capital Funding Transfer)	SCA Grant	£908,000
2	Provision of Temporary Classroom Provision to Facilitate Amalgamation (Currently Approved Revenue Funding Transfer)	Revenue	£678,000
3	Provision of Permanent Classroom Provision to Facilitate Amalgamation (Capital Funding Transfer)	SCA Grant	£350,000
4	Internal SCC Academisation Costs (Refer Section 6 Above)	SCA Grant	£4,000
	"	Revenue	£11,000
	TOTAL		£1,951,000

11. Recommendation

It is recommended that Option 3 from Section 4 is progressed, undertaking statutory repairs and maintenance to facilitate academisation, together with the amalgamation of the school on to the Junior School site to improve school management and free up the Infant School site for utilisation as part of the SCC Education preferred option for the SEND Expansion Programme.

Approval is sought for:

1. Capital Funding allocation to be made to fund the SCC R&M statutory commitments as part of the forced academisation of St Monica's infant School, together with the provision of two number permanent modular classrooms to facilitate amalgamation onto the Junior School site in the sum of £1,262,000 (Breakdown Included Above).
2. Revenue funding of £690,000, as approved at February 2021 Cabinet, and revised in July Update, is utilised to fund provision of three number temporary classrooms over academic years 2022/23 – 2025/26 in the sum of £689,000 (Breakdown Included Above).

This document forms part of the Definition stage review and should be read in conjunction with other stage review documents

12. Approval

Full Business Case Approved by		Date
PMO	Project Management Office – Karen Hilliard	
Programme/Project Sponsor	Robert Henderson	
Finance business partner	Keith Petty / Maddy Modha	

13. Appendix A

St Monica's Junior School Site Consolidation Feasibility Study

14. Appendix B

SCC Condition Survey Allocation – St Monica’s Junior School D1 / D2 Priorities
Summary and Associated SCC Condition Survey.

St Monica's Feasibility Stage Indicative Capital / Revenue Split

5th August 2021

**Based Upon Faithful & Gould Site Consolidation Feasibility Study Dated August 2021
& SCC Condition Survey D1 & D2 R&M Priorities**

Works	Revenue	Capital	Total
Modular Provision (Temporary & Permamant)	£678,000.00	£350,000.00	£1,028,000.00
R&M D1 & D2 Priorities	£0.00	£908,000.00	£908,000.00
SCC Costs		£15,000.00	£15,000.00
Grand Total	£678,000.00	£1,273,000.00	£1,951,000.00
Current Approved Budget Allocation	£690,000.00	£0.00	£690,000.00

Note: Figures above rounded

St Monica's Feasibility Stage Indicative Capital / Revenue Split 'DRAFT'

5th August 2021

Based Upon Faithful & Gould Site Consolidation Feasibility Study Dated August 2021

Works	Revenue	Capital	Total
1 double unit purchased, inclusive of foundations installation and delivery	-	£235,000.00	£235,000.00
3 no. Single units hired based on agreed timescales. inclusive of foundations installation and delivery	£300,000.00	-	£300,000.00
Stand alone intruder alarm to rented units	£17,000.00	-	£17,000.00
Removal of concrete foundations at end of hire period and make good	£14,000.00	-	£14,000.00
M&E costs	£86,000.00	£29,000.00	£115,000.00
Civil/Drainage costs (assumed soakaway)	£19,000.00	£6,000.00	£25,000.00
Facilitating works, fencing removal and reinstatement on completion	£8,000.00	£3,000.00	£11,000.00
Landscape making good on completion	£4,000.00	£1,000.00	£5,000.00
ICT Connections	£4,000.00	£1,000.00	£5,000.00
Inflation	£15,000.00	£5,000.00	£20,000.00
Sub-Total	£467,000.00	£280,000.00	£747,000.00
Contractors Preliminaries	£16,000.00	£5,000.00	£21,000.00
Contractors OH&P	£34,000.00	£11,000.00	£45,000.00
Contingency	£73,000.00	£24,000.00	£97,000.00
Professional fees	£68,000.00	£23,000.00	£91,000.00
Additional Surveys	£11,000.00	£4,000.00	£15,000.00
Statutory costs	£1,000.00	£0.00	£1,000.00
Internal SCC Project Management	£8,000.00	£3,000.00	£11,000.00
Grand Total	£678,000.00	£350,000.00	£1,028,000.00

Note: Figures above rounded

Apportionment Basis - 4nr modular units being provided (3nr temporary single units and a double permanent unit).
Based upon general connection to 4nr units (3/4 to revenue & 1/4 to capital)

Prelims/OH&P @ 15% Price & Design Risk @ 20% Professional Fees & Disbursements @ 20% Total

Original junior school

Priority	Status	Total value	1	2	3	4
D1	Current review - within 12 months					
	Felt Roofing, Brickwork & Parapet Repairs, Insulation Upgrade	248,000	37,200	57,040	68,448	410,688
	New Boilers (2nr)	80,000	12,000	18,400	22,080	132,480
D2	Review after 12 months					
	External Pointing Repairs	2,121	318.15	488	585	3,512
	Replace Iron Pipework - hot & Cold Pipework & Watermain	196,950	29542.5	45,299	54,358	326,149
	Replace Switchgear	11,000	1650	2,530	3,036	18,216
	Tarmac Repairs	2,117	317.55	487	584	3,506

Junior school Extention building

Priority	Status	Total value	Column1	Column2	Column3	Column4	Column5
D1	Current review - within 12 months	0					
D2	Review after 12 months						
	Replace Switchgear & Local Wiring	8,000	1200	1,840	2,208	13,248	
	Suspended Ceiling Repairs	253	37.95	58	70	419	
							£908,218
							Estimate Of Cost

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DECISION-MAKER:	CABINET
SUBJECT:	BUS SERVICE IMPROVEMENT PLAN (BSIP) & EVENING BUS FARES SUPPORT
DATE OF DECISION:	18 OCTOBER, 2021
REPORT OF:	COUNCILLOR MOULTON CABINET MEMBER FOR GROWTH

<u>CONTACT DETAILS</u>			
Executive Director	Title	Place	
	Name:	Kate Martin	Tel: 07805 500335
	E-mail	Kate.martin@southampton.gov.uk	
Author:	Title	Transport Policy Team Leader	
	Name:	Iain Steane	Tel: 023 802283
	E-mail	Iain.steane@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY
Not applicable
BRIEF SUMMARY
<p>This report seeks approval for Southampton’s draft Bus Service Improvement Plan (BSIP), which is a requirement of the Department for Transport’s (DfT) National Bus Strategy (NBS). The BSIP is the first phase towards Southampton City Council establishing an Enhanced Partnership with the local bus operators.</p>
<p>This report outlines the how the Southampton BSIP meets the Government’s aspirations and requirements of the NBS following co-development with the bus operators. It sets out the ambition for buses and how Southampton will look to bid for a share of the national funding of £3bn for buses to improve journey times, increase patronage and make buses a more attractive travel option for people.</p>
<p>This report sets out the options for the BSIP:</p> <ul style="list-style-type: none"> • Do Nothing – do not approve and submit a BSIP to Government which would mean not progressing to the subsequent stage of entering an Enhanced Partnership with the local bus operators; or • Progress with the approval and submission of the BSIP to Government and the ongoing commitment to establish an Enhanced Partnership with the local bus operators to improve bus services, customer experience and increase number of people using buses.
<p>This report also outlines an advanced intervention of the BSIP, which is to seek approval for the Council support through a subsidy the ongoing £1 Evening Bus Fare, which has to date been commercially operated by the local bus operators and has supported the city’s economic recovery. To allow the offer to continue up until the end of March 2022, this will require funding from the Council as a temporary amendment to the Southampton Concessionary Fares Scheme as approved at Cabinet in March 2021.</p>

It seeks delegated authority for the finalisation of the BSIP to the Executive Director of Place, following consultation with the Cabinet Member for Growth, and Legal & Finance. It seeks delegated authority to the Executive Director Place in consultation with the S151 Officer for the administration of the Evening Bus Fare.

RECOMMENDATIONS:

	(i)	To approve the draft Southampton Bus Service Improvement Plan as required by the National Bus Strategy for publication and submission to the Department for Transport, and delegate authority to the Executive Director Place to make any necessary changes to the draft BSIP before submission, undertake consultation on the Enhanced Partnership, and carry out the annual BSIP review following consultation with the Cabinet Member for Growth.
	(ii)	To approve the temporary change to the Southampton Concessionary Fare scheme to offer a local discretionary enhancement under Localism Act 2011 Section 1 to financially support the bus operator commercial offer for the £1 Evening Bus Fare and to extend the current Concessionary Fare eligibility categories in relation to this discretionary element of the Scheme only, this will apply until 31 st March 2022.
	(iii)	To delegate authority to the Executive Director Place, following consultation with the Cabinet Members for Growth and Finance to determine the mechanism to administer the Evening Fares support under the Concessionary Fares reimbursement provisions.

REASONS FOR REPORT RECOMMENDATIONS

1.	A Bus Service Improvement Plan is required under the National Bus Strategy that covers the Local Transport Authority (LTA) area and extending into neighbouring areas. This covers all wards in Southampton and needs to be published by 31 st October 2021.
2.	A temporary enhancement to the Southampton Concessionary Fares scheme is required to be made by Cabinet to support Southampton’s economic recovery from the Covid-19 pandemic.
3.	Statutory Consultation is required on any proposed Enhanced Partnership.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4.	Do Nothing – not recommended; as failure to publish a BSIP as set out in the NBS, would have an impact on the level of funding SCC receives from central Government for bus services (Supported Services), Concessionary Fares Reimbursement, Bus Recovery Grant (BRG) and Bus Services Operator Grant (BSOG) as set out in the National Bus Strategy. It is also an expectation of Government, as set out in the NBS that LTAs, as a minimum, work towards the creation of an EP and development of a BSIP to continue to access future national funding opportunities.
5.	£1 Evening Fare – not to provide support to the bus operators commercial offer – not recommended; the changes to the evening parking charges in SCC on and off street parking have impacted on bus patronage in Southampton. Bus operators may reduce evening service frequency and reduce investment in buses in Southampton.

DETAIL (Including consultation carried out)

6.	<p><i>Background</i></p> <p>In March 2021 the Government published the National Bus Strategy ‘Bus Back Better’ as its long-term strategy for buses in England outside London. It aims to support economic recovery from Covid, meeting carbon emissions targets and increase investment in buses to London standards making buses an attractive alternative to the car. It sets out Government’s vision to improve local bus services through greater local leadership, to reverse the recent shift in journeys away from public transport and encourage passengers back to the bus.</p>
7.	<p>The aim is that Local Transport Authorities (LTAs) and local bus operators work at pace with local communities to plan and deliver a fully integrated service with simple, multi-modal tickets, faster and more reliable services, the same high quality information for all passengers, and better turn-up-and-go frequencies that keep running into the evenings and weekends. The NBS aims for this to be achieved via:</p> <ul style="list-style-type: none"> • Bus service improvements on a network basis; • Bus priority to reduce journey times and improve reliability; • Cleaner & greener vehicles; • Partnership working between Local Authorities and bus operators; and • Better co-ordination between operators, particularly as the country emerges from Covid pandemic to avoid services being planned commercially and separate from what the LTA may want to achieve for its area. <p>This will be supported by Bus Recovery Grant (BRG) from 1st July 2021, reforms to the Bus Service Operators Grant – a ringfenced subsidy used to support bus services or the infrastructure they use (BSOG), and an additional £3bn to support delivery of the strategy. This funding is only available to LTA’s who are willing to develop an Enhanced Partnership (EP) and publish a Bus Service Improvement Plan (BSIP).</p>
8.	<p>To access the funding the DfT has placed expectations on LTAs to develop EPs and a BSIP and there are three steps to proceed through:</p> <ol style="list-style-type: none"> 1. End of June 2021 – LTA to have published which statutory path to follow – on 15th June 2021 agreed Cabinet to pursue an Enhanced Partnership and published a Notice of Intent; 2. End of October 2021 – each LTA will need to publish a BSIP – updated annually and reflected in Local Transport Plans (LTPs); and 3. End of March 2022 – LTA needs to have EPs in place as an end-state to access new funding including BSOG. <p>From April 2022 the BSIP should be delivered either via the EP or franchising approaches.</p>
9.	<p><i>Bus Service Improvement Plan (BSIP)</i></p> <p>A BSIP is developed by the LTA in collaboration with bus operators, community transport bodies and local businesses, services and people. It covers the whole LTA area and buses within it, focusing on delivering the bus network that the LTA and residents want to see including under and over provision of services and integration with other modes. A single BSIP could be developed with other LTAs particularly where economies and travel patterns overlap significantly.</p>

10.	<p>A BSIP aims to set out a high-level strategy and ambition for achieving the aims of the EP and detailed delivery plan. They should cover:</p> <ul style="list-style-type: none"> • The current situation for buses, population and travel demands in the area; • Proposals for improvement – how the LTA and operators propose to deliver the key goals on the Bus Strategy in Southampton; and • Post Covid Challenges. <p>An estimate of the funding needed to deliver on the proposals can also be included. Government will look at the ambition and delivery of the BSIP when deciding on funding for buses also for funding for wider non-bus transport projects.</p>
11.	<p>The first outline Southampton BSIP is a high level ambition document and is required to be submitted to the DfT by 31st October 2021. It should be consistent and integrated with the adopted Local Transport Plan (LTP) and be updated annually. Need to be integrated with LTP and other strategies such as Cycling, Walking and Decarbonisation. This will then inform and guide the EP process due to be completed by April 2022. The draft BSIP is included in Appendix 1.</p>
12.	<p>Since the publication of the Notice of Intent in June 2021, officers have been working closely with the bus operators and neighbouring authorities to develop the draft BSIP to set out a joint vision and aims for buses in Southampton. The BSIP sets out a high level vision of buses in Southampton, including how to continue to increase bus patronage in response to Covid. It includes plans for how it will be delivered and the targets for them. The BSIP covers the Southampton City Council Local Transport Authority area but also references the wider City Region including Hampshire.</p>
13.	<p>The BSIP will cover the period up until 2030 and will be reviewed annually to ensure that it is relevant and the ambition remains. The first review will be summer 2022, with subsequent ones happening each year to review progress against targets and activities, and setting the delivery and funding plans. This will mean that the BSIP is a live document and able to be agile to reflect any changes in local, regional or national policy or ambition. The annual updates to the BSIP will be agreed in consultation with the relevant Cabinet Member.</p>
14.	<p>The draft BSIP includes a vision statement has been developed - That buses are a mode of choice where the bus network is built on reliability, green, integration, affordability, inclusivity & partnership to get Southampton moving to meet its needs now and in future.</p>
15.	<p>The BSIP then sets out nine ambitions for buses with targets, commitments and approach that would be delivered over the period of the BSIP.</p> <p>The ambitions are:</p> <ol style="list-style-type: none"> 1. Buses are an attractive alternative – fast, modern and reliable <ul style="list-style-type: none"> • Accessibility audits to bus stops and prioritise road and footway improvements on bus routes as part of annual maintenance programme, • Improve all bus stops with a minimum of Legible Bus flag, pole, a shelter where possible, bus stop road markings, lighting, safe routes, raised kerbs with accurate timetable & route information by 2025,

	<ul style="list-style-type: none"> • Business case for funding to remove bus journey pinchpoint at Northam Rail Bridge, • Kickstart funding to improve service frequency, the length of operating day and Sundays, such as service enhancements to Harefield, Peartree, Upper Shirley and Freemantle, and • All buses to have USB charging points, latest next stop audio & visual announcements, upgrade to inter-city services with additional charging and tables; <ol style="list-style-type: none"> 2. Southampton’s bus network will be accessible to all and frequent <ul style="list-style-type: none"> • Widespread implementation of Traffic Signal Bus Priority by 2024, • Use parking and traffic management tools e.g. Red Routes, enforcement, coordinating roadworks to reduce disruption and delay for buses; 3. Bus travel is affordable, offer value for money and achieves multi-operator access <ul style="list-style-type: none"> • Continue roll out of capped fares with Tap On, Tap Off readers in Southampton and City Region so people are charged the best value and simplest fare for their journey from 2022, • Roll out of Solent Mobility as a Service product from 2022, • Innovative fare and ticket offers for evening fares, those Not in Education, Employment or Training (NEETs), families or groups that offer good value for money, and • Develop a Solent-wide Young Persons (e.g. 16-21yrs) product that provides discounted bus travel; 4. Buses will be easy to understand and use with consistent information <ul style="list-style-type: none"> • Improve timetable provision with e-ink screens to replace paper timetables by 2025, and • Expand roll out of real-time information to most stops with update digital screen displays by 2025; 5. Buses are integrated and interchange with other modes and are planned into new developments <ul style="list-style-type: none"> • Implement network of Local Mobility Hubs with micro and shared mobility service such as Shirley, Swaythling, Bitterne, Sholing and Redbridge/Millbrook; 6. The City Centre and District Centres are hubs within the network and buses are needed to support their sustainable growth; 7. Buses lead the way for the decarbonisation of transport <ul style="list-style-type: none"> • Work will all the bus operators to phase out diesel fleets from 2022 to have an all-electric bus fleet in Southampton by 2030; 8. Develop a Passenger Charter so passengers can input into the future of buses <ul style="list-style-type: none"> • Work with operators and BBLP to link on-board CCTV into the Citywatch system; <p>and</p> <ol style="list-style-type: none"> 9. This is the first step - the development of transformation of the Southampton Mass Transit System (SMTS).
16.	<p>A set of performance targets have been set in the BSIP to monitor progress in bus travel in Southampton:</p> <ul style="list-style-type: none"> • Reliable Bus Journey Times - A year on year improvement in bus journey time reliability;

	<ul style="list-style-type: none"> • Reliability & Punctuality - improve bus punctuality so that 95% of bus services are operating to time; • Patronage Growth – to continue to grow bus passenger numbers in Southampton and City Region as the economy recovers from Covid; • Increase the people mode share of bus into the City Centre; and • Passenger Satisfaction - increase bus passenger satisfaction across Southampton.
17.	Reporting on the BSIP will be done six-monthly against the targets, with an annual review carried out against all targets and delivery.
18.	The BSIP includes a funding ask, to be finalised for publication, capital and revenue from the DfT. It is expected that there will be no additional funding ask of the Council beyond annual LTP Integrated Transport Block funding. The DfT funding will be for delivery of the activities in the BSIP such as continued investment in bus priority, bus stops and real time information, support new and increased frequency bus services, development of Rapid Bus Corridors that have been started through the Transforming Cities programme, innovative fare offers for families and young people, and kickstarting services including Park & Ride or increasing bus frequencies. The final amount received by Southampton will depend on the DfT's assessment of the BSIP, its ambition, commitments from both bus operators and the LTA, and deliverability. An update will be provided to Cabinet/Council when this is clarified for approval.
19.	The BSIP is a prelude to the Enhanced Partnership (EP) that the Council will be developing with bus operators, public and stakeholders over coming months in readiness for approval and commencement by April 2022. The EP is a statutory partnership and will require consultation with the bus operators and the public.
20.	<i>Consultation</i> Co-development of the BSIP has been done with the bus operators in Southampton – GoSouth Coast, First Group, Xelabus and University of Southampton (as the owners of UniLink services) to ensure that the operators are jointly involved in its development and all parties buy-in to the process and the aims of the EP.
21.	The BSIP will follow the objectives and priorities in the EP and is not required to have had formal consultation but needs to be developed in partnership with local bus operators.
22.	For the EP there will need to be formal public consultation with residents, businesses, visitors, existing bus passengers, and Ward Members on the draft Plan and Schemes. This will need, as a minimum, to consult all bus operators, Traffic Commissioners, Police, Transport Focus, Competition & Markets Authority, and other deemed appropriate by the LTA. Bus operators have two opportunities to object (28 days) to the draft EP before formal public consultation and before the EP Plan is legally 'made'.
23.	<i>Funding & Resource</i> The DfT has provided an initial revenue capability funding (£212,000) towards the development on in-house resources for the preparation of both the EP and the BSIP. This will provide additional capacity for 1xFTE and consultant support within the Green City & Infrastructure service area. Delivery of any activities from the BSIP and EP will be through existing contractual

	arrangements such as the Highways Service Partnership, partnerships for Solent Go, directly with the bus operators, or bus shelter contract with ClearChannel.																																													
24.	<p><i>Timeline</i></p> <p>The key dates for the preparation, consultation and making of the EP Plan & Scheme and BSIP are set out below. Dates highlighted in bold are key dates set by the DfT.</p> <table border="1"> <thead> <tr> <th>Activity</th> <th>Who</th> <th>Dates (<i>indicative</i>)</th> </tr> </thead> <tbody> <tr> <td>Cabinet Approval to prepare an EP</td> <td>SCC</td> <td>18 June 2021</td> </tr> <tr> <td>Issue Notice of Intent to Prepare an EP - completed</td> <td>SCC</td> <td>30 June 2021</td> </tr> <tr> <td>Formal discussions on EP and BSIP</td> <td>SCC, HCC & Local Bus Operators</td> <td>July-October 2021</td> </tr> <tr> <td>Seek approval from draft BSIP and to consult</td> <td>Cabinet</td> <td>October 2021</td> </tr> <tr> <td>Issue a Notice that an EP Plan and BSIP have been prepared</td> <td>Cabinet</td> <td>October 2021</td> </tr> <tr> <td>BSIP Submitted to DfT</td> <td>SCC</td> <td>31 October 2021</td> </tr> <tr> <td>Preparation of the EP</td> <td>SCC, HCC & Local Bus Operators</td> <td><i>October 2021- January 2021</i></td> </tr> <tr> <td>Local Bus Operators Objection Period on EP (minimum 28 days)</td> <td>Local Bus Operators</td> <td><i>November 2021</i></td> </tr> <tr> <td>Formal (Public) Consultation on EP</td> <td>SCC, HCC & Local Bus Operators</td> <td><i>December- January 2022</i></td> </tr> <tr> <td>Consultation Outcomes and Approval to 'make' the EP Plan</td> <td>SCC Cabinet</td> <td><i>February 2022</i></td> </tr> <tr> <td>Issue Notice to 'make' the EP</td> <td>SCC</td> <td><i>February 2022</i></td> </tr> <tr> <td>Local Bus Operators Objection Period</td> <td>Local Bus Operators</td> <td><i>February-March 2022</i></td> </tr> <tr> <td>EP Plan Made</td> <td></td> <td>31 March 2022</td> </tr> <tr> <td>Commence Planning and Delivery – any funding will require the necessary approvals</td> <td>SCC, Local Bus Operators</td> <td>From April 2022</td> </tr> </tbody> </table>	Activity	Who	Dates (<i>indicative</i>)	Cabinet Approval to prepare an EP	SCC	18 June 2021	Issue Notice of Intent to Prepare an EP - completed	SCC	30 June 2021	Formal discussions on EP and BSIP	SCC, HCC & Local Bus Operators	July-October 2021	Seek approval from draft BSIP and to consult	Cabinet	October 2021	Issue a Notice that an EP Plan and BSIP have been prepared	Cabinet	October 2021	BSIP Submitted to DfT	SCC	31 October 2021	Preparation of the EP	SCC, HCC & Local Bus Operators	<i>October 2021- January 2021</i>	Local Bus Operators Objection Period on EP (minimum 28 days)	Local Bus Operators	<i>November 2021</i>	Formal (Public) Consultation on EP	SCC, HCC & Local Bus Operators	<i>December- January 2022</i>	Consultation Outcomes and Approval to 'make' the EP Plan	SCC Cabinet	<i>February 2022</i>	Issue Notice to 'make' the EP	SCC	<i>February 2022</i>	Local Bus Operators Objection Period	Local Bus Operators	<i>February-March 2022</i>	EP Plan Made		31 March 2022	Commence Planning and Delivery – any funding will require the necessary approvals	SCC, Local Bus Operators	From April 2022
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25.	<p><i>Evening Bus Fare Support</i></p> <p>Cabinet determined on 19 July 2021 on the removal of all evening parking charges (18:00-Midnight) in all Council off-street car parks (including the multi-stories) and on-street parking bays. The off-street parking charges in the multi-stories are removed until June 2023 with surface car parks and on-street being permanent. This determination was approved at Cabinet on 19th July. In parallel to this, the main bus operators – Bluestar and First – introduced a promotional £1 Evening Bus Fare to further attract customers into the City Centre. This forms part of the package of activities to support Southampton's night-time economy to recover from the Covid pandemic. This early advanced measure that supports lower and value for money fares are well-aligned with and are part of the package of measures being proposed in the BSIP to make bus travel more affordable and attractive.</p>																																													

26.	The promotional evening fare commercially offered by the bus operators initially ran until 5 th September 2021. A fare at this level has been deemed by the bus operators as being unsustainable commercially. Overall bus patronage in Southampton is approximately 65% of pre-pandemic levels.
27.	Both bus operators have approached the Council requesting support to continue the fare offer initially to the end of December 2021, with potential to March 2022.
28.	Officers have had discussions with the bus operators following the requests. The support would initially run from 6 th September to 31 st December 2021. Depending on the uptake and operation of the support this could be extended to March 2022. The administration of the support will be through the existing reimbursement for the Concessionary Fares. An initial grace period of 2-months from the start of the support and values will be capped at an agreed determined level equivalent to evening bus patronage prior to the introduction of the free evening parking charges in July 2021.
29.	The appropriate mechanism for administering this scheme is via a local discretionary enhancement to the approved Southampton Concessionary Fares scheme. The 2021/22 scheme and reimbursement methodology was approved at Cabinet on 16 th March 2021. A temporary enhancement is required to provide the funding for the Evening Fares using discretion under the Localism Act 2011 and necessary Equalities Impact Assessment (Appendix 4). This enhancement will be outside of the Concessionary Fare categories.
30.	The amended Concessionary Fare Scheme is set out in Appendix 2 with relevant sections relating to the Evening Fares highlighted detailing the duration, reimbursement methodology, and monitoring.

RESOURCE IMPLICATIONS

Capital/Revenue

31.	The costs of preparing, engaging and finalising the Bus Service Improvement Plan (BSIP) has been funded by two Department for Transport (DfT) revenue grants totalling £212,000. This will be used to develop in-house capabilities for the preparation of both the Enhanced Partnership (EP) and the BSIP by providing additional capacity for a 1 x FTE post; consultant support; communications plus covering other related costs. Any (minimal) expenditure above the level of DfT grant will be met from existing revenue resources within Transport Policy.
32.	Delivery of any activities as a part of the BSIP and EP will be delivered through existing contractual arrangements such as the Highways Service Partnership, partnerships for Solent Go, directly with bus operators, or under the bus shelter contract with ClearChannel. A subsequent Cabinet/Council report in March 2022 will provide an update on these and request any subsequent approvals if required.
33.	Delivery and funding of any infrastructure schemes that arise from the EP or BSIP will be incorporated into the Council's standard business planning process. These will require additional funding from sources such as the Bus Service Operators Grant (BSOG); the Bus Recovery Grant (BRG); Local Transport Plan Integrated Transport Block funding; Transforming Cities Fund; Green City funding; or any future funding from central Government e.g.

	Levelling Up Fund, ZEBRA. A subsequent Cabinet/Council report in March 2022 will provide and update on these and request any subsequent approvals if required.
34.	The publication of an EP and BSIP are a requirement of the National Bus Strategy in order for the Council to access funding for buses, indicated at £3bn, including BSOG, BRG, decarbonisation of buses, infrastructure and supported services. The ambition and performance on the BSIP will be considered when doing funding allocations for wider, non-bus local transport schemes.
35.	The cost of the Evening Bus Fares Support will be met from a one-off budget saving from the Concessionary Fares budget. The estimated funding envelope to December 2021, is £176,800, or £353,600 to March 2022. Claims by bus operators will be capped at a level, to be agreed in advanced, based on patronage levels prior to the removal of evening parking charges.
<u>Property/Other</u>	
35.	There are not property implications with this report
36.	SCC has liaised with bus operators and Hampshire County Council on the BSIP.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
37.	A Bus Service Improvement Plan and Enhanced Partnership is available to the Council as LTA under Sections 110, 111 & 113 of the Transport Act 2000 and Bus Services Act 2017.
38.	Concessionary Fares are governed by the Transport Acts of 1985 and 2000, and the Concessionary Fares Act of 2007. S.1 Localism Act 2011 provides the ability to make temporary enhancements to the Concessionary Fares outside of the defined categories under the 2007 Act using local discretion to provide a stand alone subsidy enhancement that is separate to its local transport functions to support pandemic recovery activities.
<u>Other Legal Implications:</u>	
39.	Any scheme or change to a scheme must be made having regard to the Human Rights Act 1998 (with any national minimum scheme will be deemed to comply) and the Equalities Act 2010, in particular the Public Sector Equalities duty. A comprehensive Equalities Impact assessment has been completed in order to inform the recommendations and scheme and scheme enhancements are offered in order to positively assist local people and business access essential services and workplaces via public transport in a safe and Covid secure manner and restore confidence in using public transport in a time where pandemic recovery activities are key to securing a return to use of sustainable travel options.
40.	The statutory consultation and development of Enhanced Plans will be subject to the Public Sector Equality Duty as set out in the Equalities Act 2010, s.17 Crime & Disorder Act 1998 and Human Rights Act 1998. The detailed Plan and consultation will be accompanied by an EISA setting out implications and mitigations for those with protected characteristics as well as economic and environmental impacts that will be taken into account in determining the final form of the Plans.

RISK MANAGEMENT IMPLICATIONS	
41.	<p>The key risks include:</p> <ul style="list-style-type: none"> • Obligations are placed by the Plan and/or Scheme upon the Council which are not fundable/acceptable/deliverable; • The BSIP is not supported by Bus Operators through the formal objection period; • Evening Fares continues beyond March 2022; • The Council is unable to complete with the BSIP within the timescales required of the National Bus Strategy. <p>These risks are being mitigated through continued engagement between the Council and other parties to the EP and BSIP, and the content to be negotiated and finalised as per the report recommendations.</p>
POLICY FRAMEWORK IMPLICATIONS	
42.	The BSIP will need to be consistent with the Council's Policy Framework with the Local Transport Plan (LTP4) Connected Southampton 2040 as the current adopted statutory transport policy for Southampton. An Equalities Impact Assessment (Appendix 3) accompanies this report.

KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	All
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Draft Southampton Bus Service Improvement Plan
2.	Amended Southampton Concessionary Fares Scheme
3.	Equalities Impact Assessment – BSIP
4.	Equalities Impact Assessment – Evening Fares

Documents In Members' Rooms

1.	
2.	
Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	Yes
Data Protection Impact Assessment	
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No
Other Background Documents	
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.		
2.		

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NATIONAL BUS STRATEGY

BUS SERVICE IMPROVEMENT PLAN

SOUTHAMPTON CITY COUNCIL

Section 1 – Overview

1.1 Geographical Area Covered

This Bus Service Improvement Plan (BSIP) sets out a high-level vision for buses in Southampton, that focuses on continuing to increase bus patronage through partnership, priority, inclusivity, integration, and affordability. It includes a road map towards achieving the vision and specific targets which will be supported through the establishment of an Enhanced Partnership in 2022.

This BSIP covers the Southampton City Council (SCC) Local Transport Area (LTA) as shown in Map 1. It also references to the wider Southampton City Region “Travel to Work Area” with a workday population of 445,000 which incorporates part of Hampshire – all of Eastleigh Borough, part of New Forest and Test Valley District Councils. The specifics of these are dealt with in the Hampshire BSIP but it is vital to acknowledge and collaborate on bus network improvements where there are significant cross-border interactions between neighbouring authorities.



Figure 1.1 – The Southampton LTA area covered by this BSIP

Southampton is a major city on the south coast with a population of 254,000 over 51.8km². Southampton is an urban unitary authority and is a major employment, retail, healthcare, education, and cultural centre for a wider City Region. The wider City Region extends into Hampshire incorporating Totton, the Waterside (area of New Forest alongside Southampton Water), Chandler's Ford, Eastleigh, Hedge End and Hamble. The City Region is shown in Figure 1.2. The interaction with the surrounding City Region means that the BSIP will take account of bus services that travel into and from Southampton and SCC is collaborating with Hampshire on the BSIP. While there will be separate BSIPs there are common themes and synergies between each of them to ensure consistency and integration.

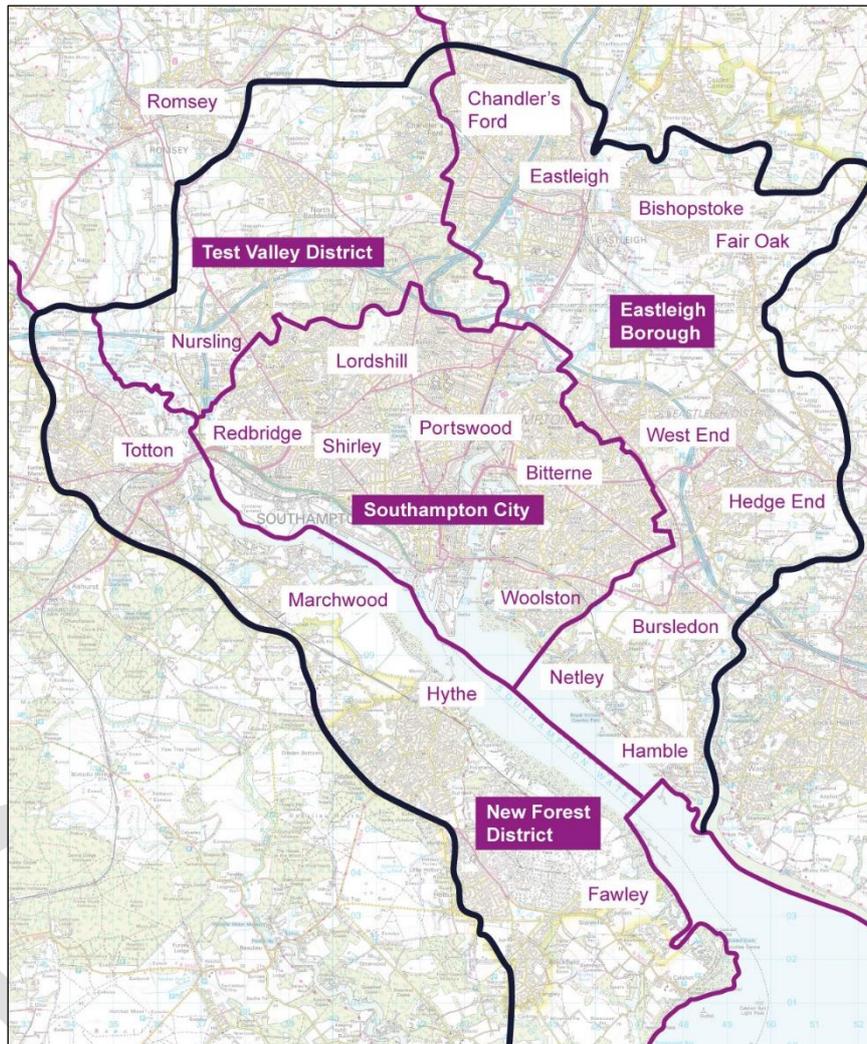


Figure 1.2 – Southampton City Region

The built-up area crosses the boundary creating a contiguous urban area set on the coast which has shaped people's journeys and the economic geography. This results in a significant amount of cross boundary journeys to and from Southampton. As Southampton doesn't have 360° access these journeys into the city are funnelled along a limited number of corridors and bridges.

Due to this close interaction, SCC works in very close partnership with Hampshire County Council (HCC) and with Isle of Wight and Portsmouth City Council LTAs on cross-Solent transport planning issues. This is through the Solent Transport partnership. Through Solent Transport, joint Local Transport Plan policies have been developed and there has been a history of successfully funded projects across the Solent – Local Sustainable Transport Fund (LSTF), Better Bus Fund (BBF) and Future Transport Zone (FTZ). All of which have helped

to put the Solent area at the forefront of innovation and investment in buses and people's bus journeys.

Recently, SCC has worked jointly with HCC on development and now delivery of the £57m Southampton Transforming Cities (TCF) Programme. This is aiming to deliver cross-boundary corridor-based bus and active travel improvements across the City Region, with completion expected in 2023.

Economic Geography

The coastal geography has helped to shape Southampton's economy with the water providing the prosperity through the Port. But it also constrains the economy and how people move about. The Rivers Itchen and Test form barriers to people's common journeys, which presents a significant barrier between the east and west of the city. The River Itchen is only crossed by six road bridges – one of which is the M27 and another a narrow listed structure, meaning there are only four suitable bridges for buses. The width of the River Test estuary has supported the development of the Port, but it means that travel from west of Southampton is funnelled across one bridge – Redbridge Causeway.



Figure 1.3 Points of Interest in Southampton City

 <p>The Port of Southampton is the UK's 3rd largest employing 15,000 people. Part of Solent Freoport</p> <p>In 2019 it handled 1.8m people on cruises, Over 33.1mt of cargo in 4,074 vessel movements – 1.87m containers and 760,000 vehicles,</p>	 <p>Southampton Airport handled 1.78m passengers in 2019 flying to 40 destination in UK and Europe.</p> <p>Contributes £160m to UK economy.</p> <p>Linked to City Centre via U1 bus</p>
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<p>and 5m ferry passengers to the Isle of Wight</p> <p>All worth £71bn to the UK</p>	<p>1.84m people use Southampton Airport Parkway station.</p>
<p style="text-align: center;"></p> <p>University Hospitals Southampton NHS Trust provide health care services to 1.9m people, plus specialist services to 3.7m people</p> <p>Major centre for teaching & research.</p> <p>Staff of 11,500 treating around 150,000 inpatients, 624,000 outpatients annually.</p>	<p style="text-align: center;"></p> <p>The Universities of Southampton and Solent provide 35,000 students and 8,000 employees.</p> <p>University of Southampton owns the UniLink bus brand</p>

Following the deindustrialisation of Southampton and its growth in the second half of the 20th Century, this has led to a dispersed residential and workplace geography. Post-war local authority housing estates were created in the City Centre or on the outskirts and further suburban development in Bitterne, and outside of Southampton. The development of the M3, M27 and M271 opened access to large tracts of new development primarily accessed by car. This has resulted in newer employment centres being out of the city. In the City Centre there has been a growth in mixed use developments with the retail sector leading through the opening of West Quay, which has attracted up to 16m visitors a year.

Travel Patterns

Southampton has strong cross boundary travel flows, with as many people living in the city and travelling out for work, as coming into the city for work. Based on 2011 Census and transport modelling (Solent Sub-Regional Transport Model) 2019 strongest flow is between Southampton and Eastleigh – with 24,000 2-way flows daily – 7% of those journeys are by bus. With 60% of commuting trips less than 3 miles, there is scope for a greater proportion of these journeys to be made by bus and sustainable modes rather than by car.

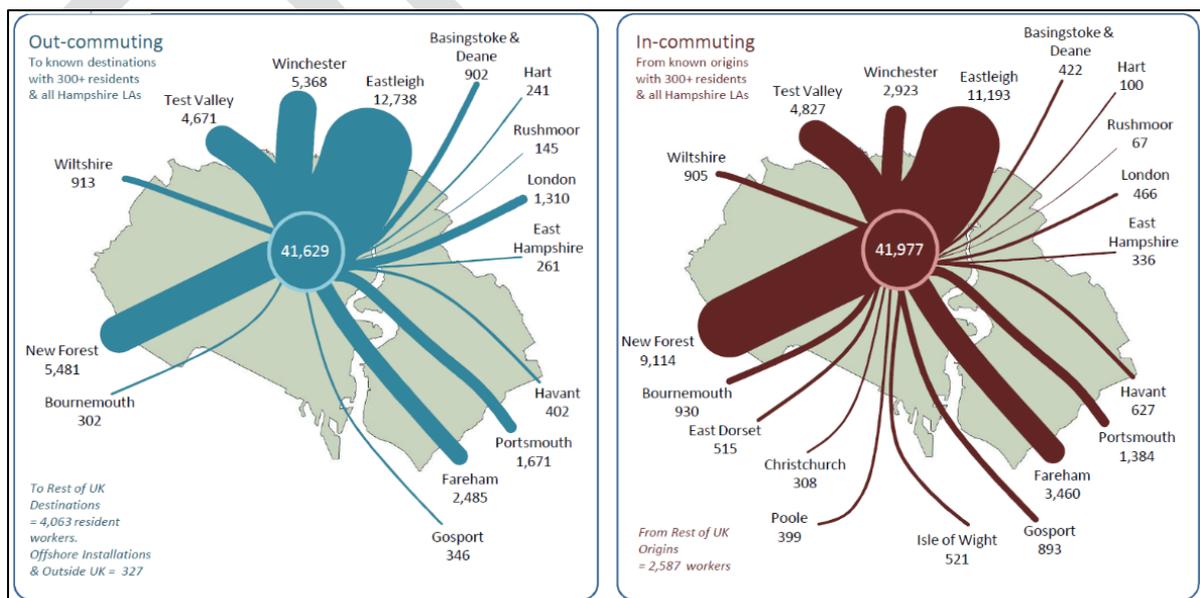


Figure 1.4 – In and Out commuting from Southampton (2011 Census)

Southampton is above the England and South East averages for bus mode share for travel to work with 9% of all trips to work in Southampton being made by bus¹. This mode share for bus compares to cities such as Bristol, Exeter, and Derby, however, it is lower than cities such as Oxford, Brighton, Nottingham, and Reading.

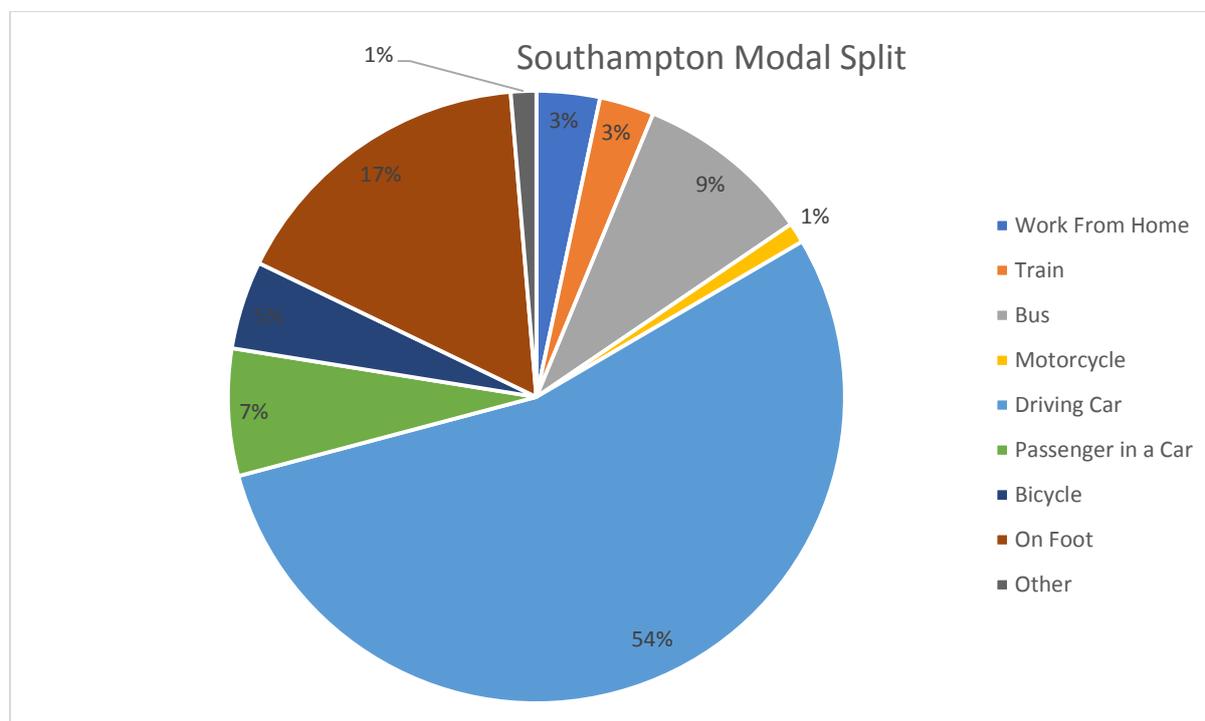


Figure 1.5 – Southampton Modal Split Travel to Work (2011 Census)

Each morning, over 29,000 people would travel into the City Centre on all corridors, with 56% of people travelling in a car, 18% on bus, 2% cycling, 10% by motorcycle, ferry, and rail, and 13% walking². Of the main corridors shown in Table 1.1, buses carry most people on the Shirley Road corridor (59%) and a high proportion across the Itchen Bridge.

Main Corridor	Total	Light Vehicles	Bus	Active Travel
Mountbatten Way	4,918	99%	0.6%	0.04%
Shirley Road	3,115	39%	59%	2%
The Avenue	2,906	75%	19%	6%
Bevois Valley	1,250	78%	19%	2%
Northam Bridge	5,102	84%	15%	>1%
Itchen Bridge	3,517	66%	30%	4%
Total	20,808	76%	22%	2%

Table 1.1 – Person Modal Split on main corridors into Southampton City Centre (2019 SCC Traffic Counts)

The Covid pandemic has impacted on bus travel and modal split in Southampton. The increase in home working has had an impact on the usage of bus as around 28% of people living in Southampton worked from home during 2020³. Bus usage dropped considerably with buses in Autumn 2020 carrying 60% of their pre-Covid patronage levels.

Future Growth

Southampton has some bold ambitions for the future for sustainable economic growth as set out below.⁴

¹ 2011 Census

² 2019 SCC AM Peak Modal Split Surveys

³ ONS 2020 Home Working Survey

⁴ Connected Southampton 2040 Transport Strategy

Southampton's Future

Between 2015 and 2036 £3bn is expected to be invested in development in Southampton creating 24,000 new jobs with 7,000 being created by 2026.

This will see a potential increase in population of 30,000 more people living in Southampton.

The growing population will require places to live, meaning over 19,500 new homes are required to be built in Southampton, and another 23,000 in the surrounding area.

The Port of Southampton is planning to double its throughput by 2035 and could be handling 3.46m people on cruises, over 3m containers, 1.8m vehicle exports, and 2.6m tonnes of bulk cargo.

This growth could see an additional 74,000 people trips being made – 11% more than now. To keep traffic levels at the same as today almost 40,000 of the additional trips will need to be made by public transport – primarily bus.

Deprivation

Southampton is one of the most deprived cities in the South East – with pockets of deprivation in it. 11% of the city's population live in the top decile of the most deprived areas of England. People living in these areas, which are either close to the City Centre or are located on the edge, have lower levels of car ownership. These areas also have higher levels of bus travel to work and reliance on buses for other journeys. Car ownership across Southampton is lower than average, with 30% of households in the city not having access to a car – this rises to 51% in Bevois ward close to the City Centre. These are shown in Table 1.2 and on Figures 1.6 and 1.7.

IMD 2020 Southampton	Households Not Owning a Car	Method of Travel to Work			
		Walk	Cycle	Bus	Car
10% most deprived	42%	15%	4%	14%	54%
10% least deprived	16%	16%	7%	5%	54%

Table 1.2 – Method of travel to work and car ownership, Southampton, 2011 Census

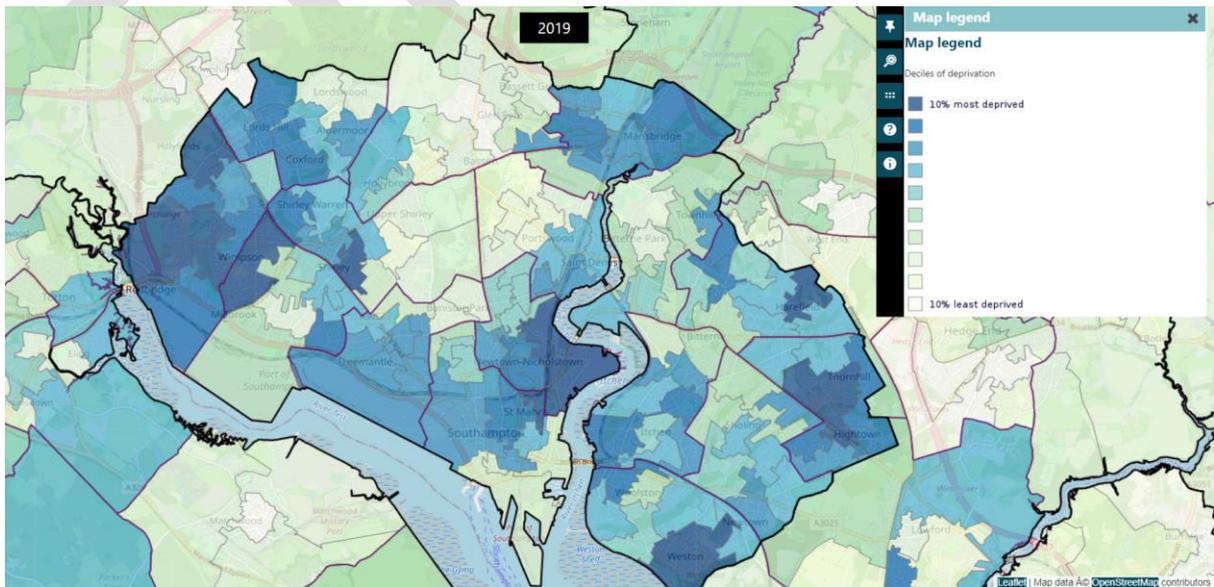
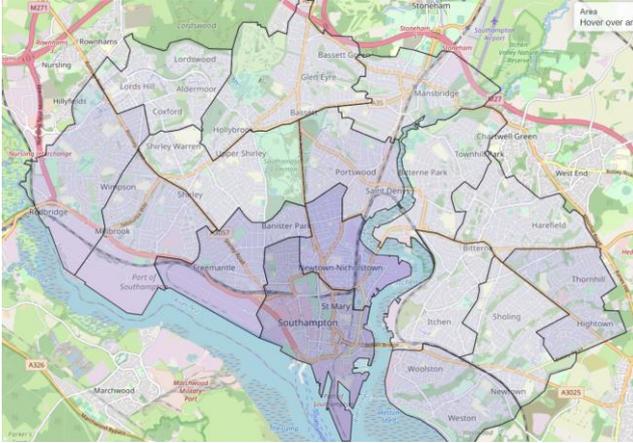


Figure 1.6 – Levels of Deprivation in Southampton

	Ward	No Cars in Household	1 Car or Van	2+ Cars or Vans
 <p>Figure 1.7 Households with No Car/Van Ownership</p>	Bargate	43.6%	43.1%	13.2%
	Bassett	21.6%	43.5%	34.8%
	Bevois	44.5%	39.9%	15.5%
	Bitterne	33.5%	43.1%	23.4%
	Bitterne Park	19.5%	47.4%	33.1%
	Coxford	24.2%	47.6%	28.2%
	Freemantle	29.7%	48.8%	21.5%
	Harefield	25.9%	44.2%	29.9%
	Millbrook	29.3%	45.0%	25.6%
	Peartree	23.5%	44.7%	31.8%
	Portswood	32.0%	43.7%	24.3%
	Redbridge	32.3%	44.2%	23.5%
	Shirley	26.6%	45.3%	28.1%
	Sholing	18.8%	45.7%	35.5%
	Swaythling	32.6%	43.3%	24.1%
Woolston	29.5%	45.2%	25.4%	

1.2 BSIP Coverage

During the preparation of the Southampton BSIP, SCC has worked very closely with its neighbouring LTAs particularly with Hampshire County Council.

All cross-boundary bus services go into Hampshire with 3 extending to Portsmouth or Wiltshire. Although there are cross-boundary services between the Southampton and Hampshire, the majority of 'turn up and go' high frequency bus services start and end within the city (or extend for a short distance into Hampshire) and therefore most of the bus mileage operated does not cross boundaries. Although SCC and HCC share common ambitions around integration, fares and ticketing and delivering bus priority, the challenges within Southampton have different characteristics compared to Hampshire. Levels of car ownership are lower and bus use per head of population in Southampton are higher than in Hampshire.

A City Region approach could be taken but to retain simplicity it has been agreed that initially each LTA's BSIPs will focus on the individual LTA areas with common statements and approaches. These could evolve overtime and EP Schemes may be cross-boundary for the cross-boundary corridors.

We have engaged with Portsmouth City Council to reflect the two inter urban services between Southampton, Fareham, Gosport, and Portsmouth.

On this basis, the approach that has been taken is that Southampton, Hampshire, and Portsmouth will each prepare their own BSIPs. However, in recognition of the important role that cross-boundary bus services play in connecting residential areas to employment areas and key services (such as hospitals), all SCC, HCC and PCC have collaborated closely in the development of our BSIPs to ensure that our ambitions and approaches to improving bus services are closely aligned. This joined up approach reflects how we will each work with bus operators and other stakeholders to improve the quality, reliability and attractiveness of bus services that operate across boundaries.

1.3 Why Southampton is choosing an Enhanced Partnership

The whole of Southampton administrative area will be covered by an Enhanced Partnership (EP).

SCC has a long history of effective voluntary partnership working with bus operators in Southampton. A voluntary Quality Bus Partnership (QBP) was developed in 2012 between SCC, Go South Coast and First Southampton. This approach has worked well for Southampton delivering sustained improvements for bus users and bus patronage growth over more than a decade. SCC have delivered investment in bus priority, quality bus stop infrastructure, including Real Time Information screens at bus stops, bus lane camera enforcement and have utilised government funding to provide Contactless Ticket Machines for all major operators in Hampshire. This investment has levered in private sector funding from bus operators for new fleets of vehicles, wi-fi on buses, and next stop announcements.

The following initiatives are examples that have been delivered within Southampton, which have helped to improve the quality and the attractiveness of local bus services and will be built upon through the BSIP and EP:

- Working with operators and HCC on the Southampton Transforming Cities Fund (TCF) funded measures currently being delivered between Totton and Marchwood and in Eastleigh in the City Region;
- Measures by SCC and bus operators starting with Better Bus Funding, LSTF and other funding to provide a consistent bus offer and to improve the product such as early adoption of payment by contactless card, WiFi and 'next stop' displays and announcements on all buses (available since 2013);
- Through the Solent Transport partnership implementation of the first multi-modal/ multi-operator smartcard Solent Go outside of an ITA in 2012;
- Investment by bus operators to provide a consistent high quality bus service (through heavy investment in their bus fleets – reducing the average age of vehicles in Southampton to 2½ years) and initiatives to improve the bus offer such as good value urban zone weekly tickets targeted towards commuters;
- Heavy investment by operators in ultra-low carbon Euro VI diesel buses – both new vehicles and retrofits to existing bus fleets supported by DfT/ DEFRA Clean Bus Technology Fund); and
- Maintaining service levels on commercial and supported bus services.

For Southampton, the most appropriate route would be for the Enhanced Partnership approach. The existing QBP and the TCF programme along with the years of partnership working and investment by operators provides a strong foundation from which to develop the EP. Franchising, while available to SCC or HCC via DfT approval, would not achieve many of the objectives without significant resources from the Council. Franchising can take 3-4 years to develop and this would not meet the Government's requirement to move swiftly to support public transport and ensure recovery from Covid. The bus network in Southampton has grown based on competition and has led to some sections having perceptions of over supply while other areas of the city are under served. EPs would allow SCC to work with HCC on cross-boundary routes reflecting the way people travel to and from Southampton as part of the wider City Region. This would be backed up by policies within the LTP, Local Plan and other Council documents.

1.4 Duration and Policy Alignment

The Southampton BSIP will cover the period up until 2030. It will be reviewed annually to ensure that there is an updated delivery plan and that the ambition for buses in Southampton remains.

The first review will be in in summer 2022, with subsequent ones happening each year to review progress against the targets; and future delivery and funding plans and reviewing

progress. This will mean that the BSIP is a live document and able to be agile to reflect any changes in local, regional, or national policy or ambition. This will be carried out jointly between SCC, the bus operators and HCC – to incorporate TCF and cross-boundary services and activities.

Updates to the BSIP will be agreed in consultation with the relevant Cabinet Member.

The Southampton BSIP is fully aligned with the current long-term transport strategy for Southampton – Connected Southampton 2040 (LTP4). Over the next twenty years Southampton will be transformed with 19,500 new homes and 24,000 new jobs being created. To support this a well-functioning transport system is important for Southampton's future success. This growth and transformation provides the opportunity to plan and invest in better and innovative transport infrastructure.

To achieve this, Connected Southampton sets out the ambition for buses as part of the wider Southampton Mass Transit System (SMTS).

The **Southampton Mass Transit System** is focused on transforming the public transport experience across Southampton and the wider area. This will bring the various modes of public transport together to form a coherent, inclusive, and integrated system that puts people first. Its aim will be to allow people to travel easily around and across Southampton using a network of high-quality routes that make people's journeys quicker, provide value for money, better integrated and more reliable. Specifically for bus, the aims of the SMTS will be realised by developing 'Rapid Bus' routes that have a reliable, fast and frequent 'metro' level of service that in the future could even be automated. Away from the main corridors, routes will then spread out across the city by either bus or other demand responsive methods. Where routes or modes intercept, interchange between them will be easy and the system will be united through an integrated value for money ticketing service that allows people to consume and pay for their journeys seamlessly

The BSIP will reflect the policy ambitions in Connected Southampton, and the LTP Implementation Plans will incorporate actions from the BSIP.

Section 2 - Current bus offer to passengers

This section provides an analysis and data of how the current bus network compares to the BSIP aims and objectives set out in the subsequent sections.

2.1 Overview of Buses in Southampton

Bus services and usage in Southampton are well above the England average and Southampton is seen as an area that has bucked the national trends of declining levels of bus mileage, patronage and use per head.

Bus passengers contribute over £275m to the Southampton economy, when they reach their destination such as the City Centre⁵. As well as travelling to work or school, bus users make retail and leisure trips - spending on average £30 per retail trip and £26 per leisure trip⁶. Bus is the dominant public transport mode and provide connections to the City Centre, local District Centres, health care, education facilities and across the wider City Region.

Southampton residents and workforce made 20.7m journeys in 2019/20⁷ on 38 bus routes in the city. With bus passenger numbers increasing by 9% over the decade from 2009. Southampton was the 7th highest for bus journeys made per head of population – with 80.5 in 2019/20⁸.

In 2019/20 there were 5 million elderly and disabled concessionary passenger journeys, accounting for 23% of all journeys, with 77% being made by fare-paying passengers – compared to 72% for the South East as a whole. Students are a significant market for Southampton with the UniLink services that provide access to the University of Southampton's campuses from areas where students live.

There are two major bus operators in Southampton – First Group and GoSouth Coast who make up 95% of the bus market, and a smaller operator Xelabus, with a new operator Southampton Mini Link starting in October 2021.

This section looks at Southampton's bus network and the services provided by the operators.

2.1.1 Bus Patronage

Figure 2.1 shows the total number of bus journeys made in Southampton over the past decade. The level has increased by 9% since 2009/10 where 18.6m journeys were made, by 2019/20 this was 20.3m. This is contrary to the national picture where across England there has been a decline in number of bus journeys by 12%.

⁵ Southampton LTP3

⁶ PTEG Value of Urban Bus Report 2013

⁷ DfT Bus Statistics BUS0109

⁸ DfT Bus Statistics BUS0110

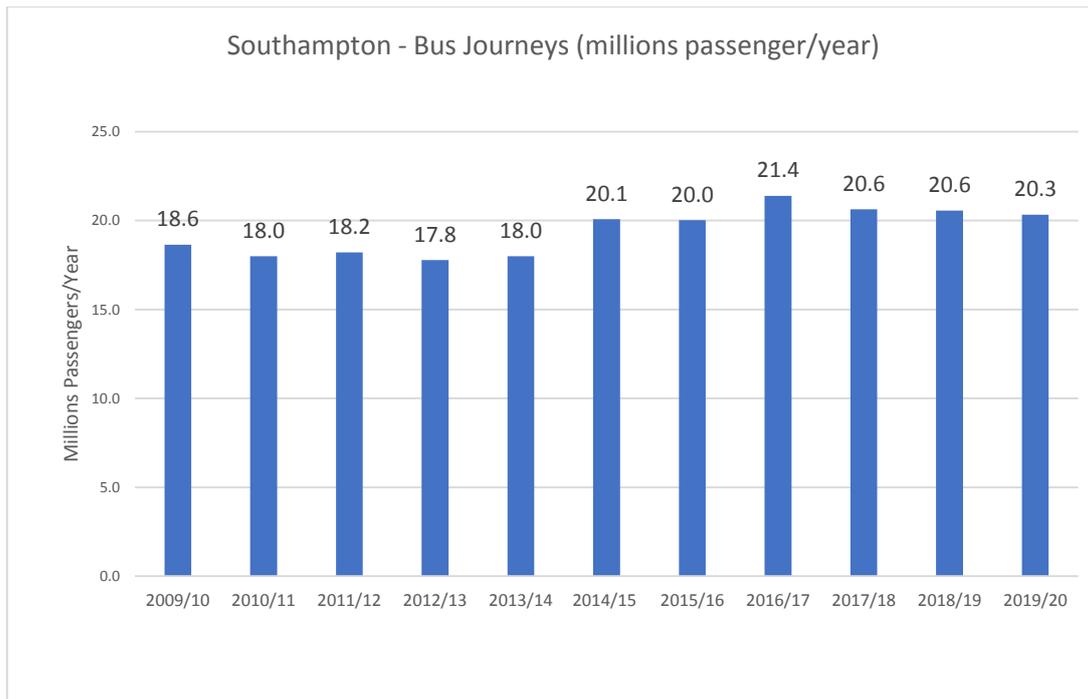


Figure 2.1 – Total Number of Bus Journeys in Southampton 2009/10-2019/20⁹

In 2020 the various national restrictions and lockdowns from the Covid-19 pandemic and initial Government advice to avoid public transport saw the number of bus journeys decreased dramatically. During the first lockdown passenger numbers were 70-80% down on 2019 and only 10m bus journeys were made in 2020/21. By Summer 2021 patronage was around 55% of pre-pandemic levels. As Southampton recovers from the pandemic the BSIP and EP are part of the approach to positively rebuild patronage and use of public transport. This will help to ensure that buses are supported long-term and that they can provide a service to the people living, working, and visiting Southampton.

2.1.2 Bus Journeys Per Head

Southampton has a strong level of bus journeys made each year by Southampton residents, shown in Figure 2.2. The number of bus journeys per head is the 7th highest in England, and strong for a non-ITA or single municipal bus operator area (e.g. Reading).

⁹ DfT Bus Statistics BUS0109, March 2021

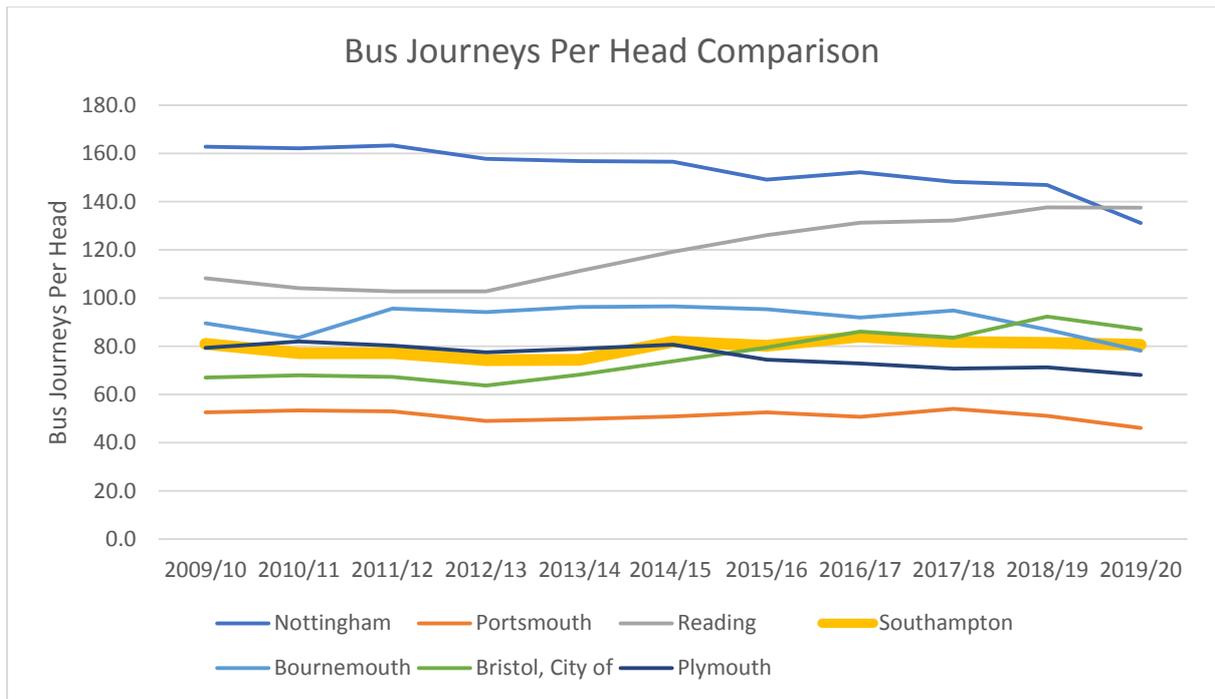


Figure 2.3 – Comparison of Southampton Bus Journeys Per Head with other LTAs¹⁰

The trend in Southampton shows that bus journeys have held up compared to 2009/10 and not declined compared to the other cities. Southampton remains one of the few places where the number of bus journeys made is either increasing or at a stable level.

2.1.3 Bus Punctuality

Bus Data

In the period 2005 to 2017 annual average bus punctuality in Southampton averaged between 71% and 81% for buses turning up on time (Figure 2.3). On time is calculated as 1 minute early and 5 minutes later than the scheduled time at a bus stop. Compared to other cities (Figure 2.5) Southampton performs slightly worse with a lower average punctuality.

Within Southampton, average bus speeds in the city are around 9.2mph, with some buses averaging as little as 8mph at peak times. This has not changed recently, and this affects the punctuality of services.

Bus services are mixing with general traffic on the main corridors into the City Centre and this adds to the congestion. It can particularly affect cross-city bus services, with one cross-city service between eastern and western Southampton needing to add 9 minutes to its timetable since 2011 due to congestion on roads, bridges and in the City Centre. In the AM peak, by the time a bus has terminated in the City Centre it can have deviated from its scheduled running time by up to 8¾ minutes.

¹⁰ DfT Bus Statistics BUS0110, March 2021

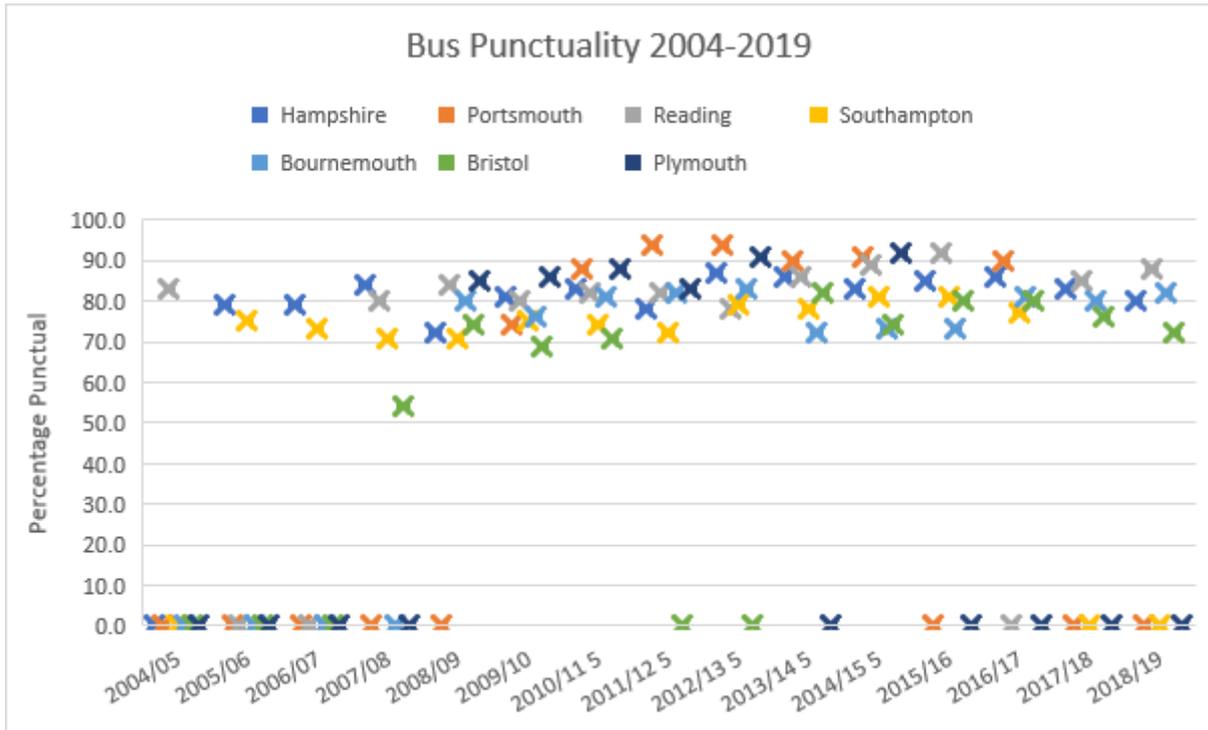


Figure 2.4 Bus Punctuality Comparison

Looking at individual services and types of service for 2020/21, bus services had an average punctuality of 89.05%. The lowest performing service is an inter urban that has a small proportion of its journey within Southampton. High frequency services perform well with a small differential between the best and worst punctual. The level of punctuality for cross city services varies considerably as these are most affected by the bridges and travelling through the City Centre. Delays in one part of the city has a consequence for reliability on the whole route.

Service	Average	High	Low
High Frequency (6+bph)	89.44	90.87	87.71
Inter Urban	88.74	92.16	77.5
Cross City	88.72	90.8	80.13
All	89.05	99.0	77.5

Table 2.1 Average Percentage Bus Punctuality 2020-21 (further data awaited)

Some bus corridors see a large differential between peak and off-peak services, one service can see a 30-minute differential on a heavily congested 1.3km section of route. The example in Figure 2.6 shows Shirley Road and the percentage difference in average vehicle speed between day and night-time. The section from A35 to Central Station sees daytime speeds at least 40-60% of the night-time, the section through Shirley District Centre sees speeds only making 20% of their night-time equivalent.



Figure 2.5 Example of Impact of Traffic Conditions on Speeds and Buses – Shirley Road

2.1.4 Passenger Views

The views of passengers and non-users are important to understand the user experience and what they consider to be the most important issues for them. Both the main operators participate in the bi-annual Transport Focus Bus Passenger Survey. To inform this BSIP and the Enhanced Partnership process SCC ran an online public perception survey on buses and what people wanted for buses in Southampton specifically. Summary of these results in in Table 2.2.

	England	Bluestar	First
Overall	89%	89%	89%
Journey Times	85%	89%	85%
Punctuality	74%	80%	78%
Value for Money	66%	72%	54%
Customer Service	76%	83%	80%
Cleanliness	79%	89%	87%
Space	87%	89%	89%

Table 2.2 – Summary of Passenger/Public Satisfaction¹¹

The results of these surveys show that satisfaction with punctuality and the value for money nature of bus travel is low. While Southampton is above the England average this indicates that there is still requirement to improve the levels of satisfaction.

Areas that the BSIP will need to consider are journey times, punctuality, and the value for money of travelling by bus.

¹¹ Transport Focus 2019 Bus Passenger Survey – England, Bluestar and First South Coast (includes Portsmouth)

Southampton Bus Survey 2021

SCC carried out an online BSIP engagement survey received over 2,200 responses – 88% of whom were residents in the city. 10% stating they visited the city for work/leisure. 58% of respondents identified as female, with 40% identifying as male. The survey acted as a useful first step in detailing to current and potential future passengers the BSIP and EP process and the desire to understand their views on how to improve bus services in the city.

It was also useful in gaining understanding of changing travel patterns since the start of the Covid-19 pandemic, 20% of survey respondents stated they were likely to use the bus for fewer journeys than before the pandemic. Conversely, 13% of respondents said they were likely to use the bus for more journeys, with 55% stating their bus travel would remain the same as pre-pandemic.

The survey explored why some respondents chose to use the car over using the bus for certain journeys. The most common reasons given were that it was significantly quicker to use the car than the bus (38%) and buses not going to the places they wanted to travel to (37%).

Crucially, the survey focussed on what improvements to bus services would encourage people to use buses for more journeys in the city. 72% of respondents stated they would consider using buses more if journey times on local bus services were made quicker, and 78% would use the bus more if bus routes served the areas of the city where they currently don't. There were several other performance points of note. A proportion of respondents answered they would use buses "A great deal" more by a particularly large margin in the following points:

- Multi-operator tickets and fare capping across operators,
- Bus routes that serve areas of the city that they don't do currently,
- Lower fares,
- Simplified fares, and
- Safer waiting environment at bus stops.

There was also a degree of ambivalence to the point referring to availability of Wi-Fi on buses. Respondents did not feel particularly strongly about this point –answering 'to some extent' and felt that these changes would not encourage them to use the bus very much. This is likely to reflect the growing availability and reliability of 4G / 5G coverage which users are likely to favour over connecting to a Wi-Fi provider.

A full breakdown of the survey results can be found in Appendix 4. As SCC continue to develop the EP with the bus operators, we will further engage with respondents to the survey and the wider public to meet the BSIP requirement to give bus passengers more of a voice in how services operate.

SCC are committed to working closely with the city's bus operators to develop a Bus Passenger Charter. The charter will outline bus users' rights to certain standards of service, including punctuality, vehicle cleanliness, proportion of services operated, information and redress. The charter will be published on the SCC website and will provide links to existing bus operator conditions of service and complaints procedures for passengers.

2.2 Southampton's Bus Market Profile

This section will go through how the bus market operates in Southampton, detailing the current bus network, how the bus operators work in Southampton, the state of the highway infrastructure – bus lanes and bus stops, fares and ticketing, interchange and an analysis of how what this means for passengers and how it meets the BSIP objectives.

2.2.1 Southampton's Bus Network

The current bus network in Southampton covers local intra-urban routes linking suburbs with District Centres then to the City Centre, and inter-urban routes that link the City Centre to surrounding towns and villages in Hampshire. This is shown in Figure 2.6.

The network is operated by two main bus operators – Go South Coast (GSC) and First Southampton. They operate 95% of all bus services in Southampton.

- GSC operate as Bluestar with 14 bus services operating inter and intra urban routes, and Salisbury Reds on 1 inter urban service.
- GSC are work in partnership with the University of Southampton to run the 4 UniLink services connecting the University to link to halls of residence, campuses, hospital and airport,
- GSC also partner with Red Funnel to operate the QuayConnect service between Southampton Central Station and Town Quay for the Isle of Wight ferry,
- First operate as CityReds 8 services operating inter and intra urban routes on and 2 Solent inter urban services.

There is a smaller operator Xelabus who runs 8 services which are either contracted or supported services. A new smaller operator, Southampton Minilink, has registered to start running a local service to Harefield and inter-urban to Ringwood in October 2021.



Figure 2.6 Southampton Bus Network (2019) SCC

Southampton's network is based on a hub and spoke network centred on the City Centre. There are 38 bus services in Southampton, covering 3.5m km per year – over 4 times to the Moon and back. 71% terminate in the City Centre. This has created a largely radial pattern with high volumes of buses on those corridors and very little linkage between them. This does mean people are funnelled into the City Centre to either continue their journey on the same service, change to another, or interchange with rail or ferry.

Bus Network

- A commercial network with 2 main operators supported by smaller operators
- A hub & spoke network with a radial pattern with high volumes of buses on the corridors
- Very little connection between those corridors meaning people must travel into City Centre and out, or interchange with other service or mode

2.2.2 Bus Services

Table 2.3 sets out the individual bus services in Southampton, destinations service and their frequency.

Service	Route	Frequency (bph)			Operator
		Mon-Sat	Evening	Sunday	
Quay Connect	Central Station-Town Quay	2	2	2	Bluestar
1	Southampton-Totton	4	2	2	City Red
1	Southampton-Winchester	4	1	2	Bluestar
2	Southampton-Eastleigh	4	1	2	Bluestar
2	City Centre-Millbrook	7/8	3	4	City Red
3	Southampton-Hedge End-Eastleigh	1	Limited	6/day	Bluestar
3	Thornhill-City Centre-Shirley-Lordshill	7	2	4	City Red
4	Southampton-Romsey	2	90mins	1	Bluestar
6	Southampton-Hamble	2	1	1	City Red
6	Southampton-Lymington	1	-	2hrly	Bluestar
7	City Centre-Townhill Park	6	3	4	City Red
7	Woolston-City Centre-Shirley-Lordshill	2	-	1	Bluestar
8	Southampton-Hythe & Calshot	1	Limited	4/day	Bluestar
8	Southampton-Hedge End	2	1	1	City Red
9	Southampton-Hythe & Fawley	3	1	2	Bluestar
9	City Centre-Sholing	2	2	7/day	City Red
11	Southampton-West Totton	3	-	1	Bluestar
11	City Centre-Woolston-Weston	6	1	4	City Red
12	Southampton-Calmore	3	1	1	Bluestar
13	City Centre-Harefield	2	1	1	City Red
16	City Centre-Townhill Park	4	1	2	Bluestar
17	Weston-City Centre-Adanac Park	6	2	4	Bluestar
18	Thornhill Park-City Centre-Millbrook	7/8	2	4	Bluestar
Hoppa 1	Bitterne-Midanbury	3/day (M, W, F)	-	-	Xelabus
Hoppa 2	Bitterne-Sholing	3/day (M, W, F)	-	-	Xelabus
Hoppa 3	Bitterne-Harefield	2/day (M, W, F)	-	-	Xelabus
U1	City Centre/NOC-University-Airport	7/8	3	4	UniLink
U2	City Centre-University	6	3	3	UniLink
U6	City Centre-University-UHS	3	1	1	UniLink
U9	Townhill Park-University-UHS	2/day	-	-	UniLink
X4	Eastleigh-Mansbridge-Hedge End	1	-	-	Xelabus
X4/X5	Southampton-Fareham-Portsmouth/Gosport	4	1	1	Solent
X7	Southampton-Salisbury	1	-	-	Salisbury Red

X10	Southampton-Bishop Waltham	1	-	-	Xelabus
X11	City Centre-Shirley-Lordshill	1	-	-	Xelabus
X12	City Centre-Shirley	6/7 per day	-	-	Xelabus
X21	City Centre-Southampton Science Park	3/day	-	-	Xelabus

Table 2.3 – Bus Services in Southampton

Most parts of Southampton benefit from frequent services to and from the city centre but there are also good services to places like the University Hospital Southampton, the universities, District Centres, and surrounding towns and villages in Hampshire. The District Centres of Shirley, Portswood, Woolston and Bitterne act as nodes for the bus network, with both local city routes and inter-urban routes serving these centres before branching off to serve suburbs or into the wider City Region. This means that these centres are well served and support local people in accessing the goods and services there, maintaining them as thriving local hubs.

Frequencies change in the evening with most services decreasing their frequency from 1900. Some inter urban services stop operating from 1900 with most services stopping around 2300. After midnight only 3 services operate before ceasing around 0100.

Weekday frequencies are maintained on a Saturday; however Sunday operating has a reduced level of service with some services not operating at all. Those not operating are the supported services or the longer distance inter urban. Frequencies are reduced with 52 buses per hour in the City Centre compared to at least 100 during a weekday.

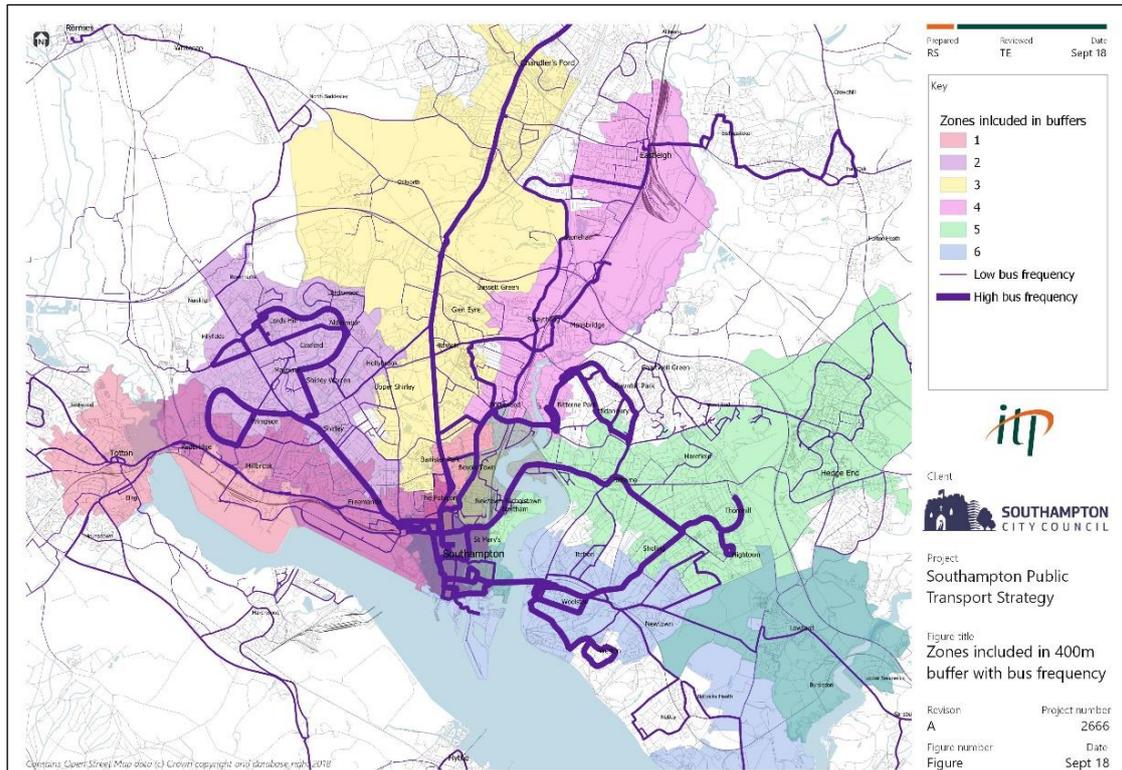
The geography of Southampton means that there are a limited number of radial corridors for traffic and bus services to use, and it doesn't support reliable cross-city services as routes between east and west are funnelled across the River Itchen and no routes to the south. There are only three suitable bridges (Itchen, Northam and Cobden) that buses can use. This results in only 4 cross-city bus services connecting Millbrook and Shirley with Bitterne and Woolston-Weston respectively. Combined with traffic using these crossings, congestion and its knock-on effect on bus reliability, there are no other cross-city bus services beyond these. For example, with no direct connections between Bitterne and the Hospital or Woolston and the University a change needs to be made in the City Centre.

This radial nature of the bus network means that closer to the City Centre multiple services combine on certain road corridors creating very high frequency sections of bus network. These are generally from District Centres, such as Shirley, Portswood, Woolston and Bitterne, to the City Centre. This enables a turn up and go service along main corridors while serving the main housing areas.

However, there are areas of Southampton that do not have such a good bus service, for example Harefield, north of Lordshill, Freemantle, and Upper Shirley. These have hourly or less frequencies.

The UniLink network is slightly different and is focused on the University of Southampton's main Highfield campus with all services calling there. This reflects its primary role as a service for students and staff of the University, but services are open to all users.

Figure 2.7 shows that frequent services connect Southampton to Chandlers Ford, Eastleigh and Fair Oak. Areas such as Totton & Waterside, Hedge End and Romsey have lower levels of frequency. The bus network also serves further afield to Winchester, Fareham, Gosport, Salisbury and Portsmouth.



**Figure 2.7 - Frequency and accessibility of bus services across Southampton – thicker the line the more frequent
Low frequency = 1/bus hr, high = 30+/bus hr**

There are specifically branded services associated with specific routes or destinations. Quayconnect is a City Centre shuttle service between Southampton Central Station and Town Quay for the Isle of Wight RedJet passenger ferry from Cowes. This is timed to connect the half-hourly RedJet with the London Waterloo bound train and is contracted to GSC by Red Funnel.

Figure 2.8 shows the distribution of bus frequencies on the network in Southampton. The busiest road (outside of the city centre itself) is A3057 Shirley Road, which carries 72 buses per hour in the peak (two directions) between Romsey Road and Waterloo Road – accounting for 6.4% of all vehicles the road; one bus every 15 vehicles. South of Waterloo Road to Southampton Central Station this rises to 94 buses (both directions) with the addition of the services from Totton and the Waterside. Other notable roads for buses are the A3025 Itchen Toll Bridge (68 buses), A33 The Avenue (46 buses), Portswood Road-St Denys (44 buses), A3024 Northam Road (36 buses), and A33 Millbrook Road West (22 buses).

It also highlights the areas of Southampton with the lower levels of service between the corridors. For example, Harefield in eastern Southampton, where some parts are in top decile of most deprived areas in England, is served by 2 buses per hour that runs on a one-way loop. This means that those at the start of the loop have a longer journey to get to Bitterne and then the City Centre. There is also a considerable distance (1+ mile) to the higher frequency corridors or Bitterne District Centre.

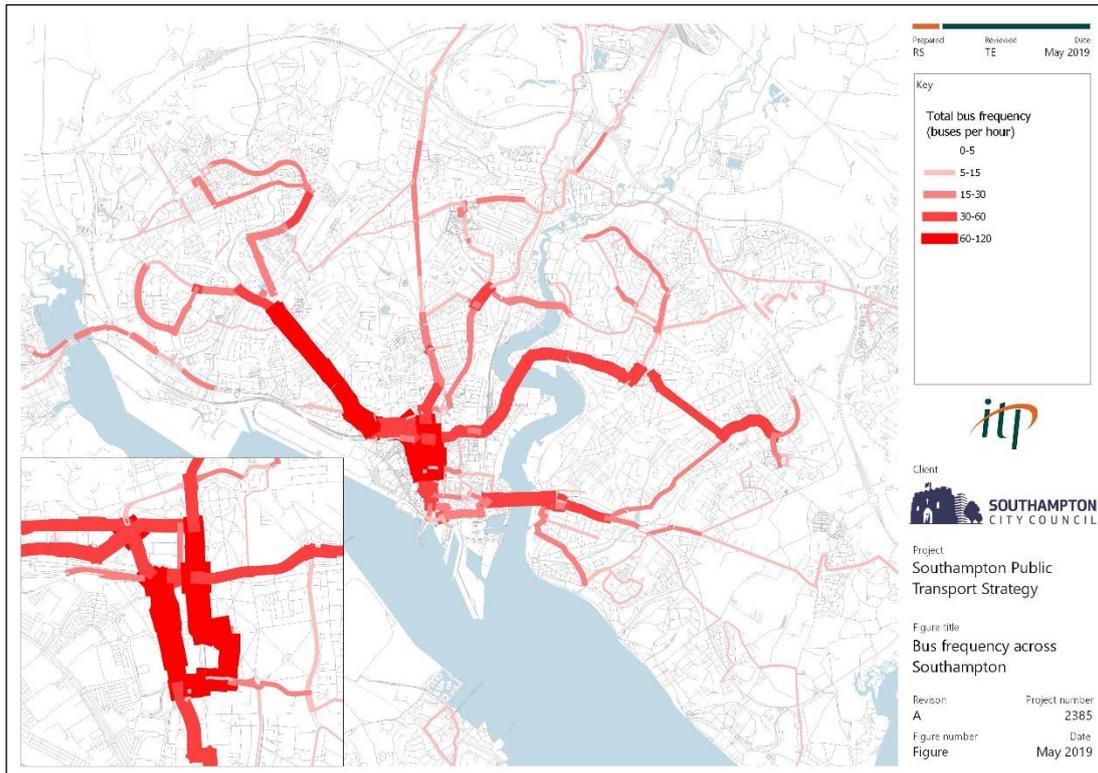


Figure 2.8: Bus service frequency by road link- thickness denotes service frequency (Sept 2018)

2.2.3 Bus Operators

This section summarises the operations of each bus operator covering services, destinations, and fleet. It sets out the market share for each operator based on annual patronage and bus services operated.

Go South Coast – Bluestar

Go South Coast (GSC) are the largest operator in Southampton running 40% of the 38 bus services and carrying 70% of the annual patronage. As set out in Section 2.2.2 they operate the Bluestar, UniLink, QuayConnect and Salisbury Red services.

They operate a network of services serving the suburbs of Southampton and beyond to several towns and urban areas outside of the city. This is shown in Figure 2.9.

- Bluestar – 14 intra and inter urbans services to Millbrook, Lordshill, Shirley, Portswood, Townhill Park, Bitterne, Thornhill Park, Weston and Woolston; and to Totton, the Waterside (Marchwood, Hythe, Fawley), Lymington, Chandlers Ford, Winchester, Romsey, Eastleigh and Hedge End
- UniLink – 4 services to University of Southampton, University halls of residence, Southampton Airport, National Oceanography Centre, Portswood, Swaythling, and University Hospital Southampton – these are all open to students (via their halls fees) and the general public;
- QuayConnect – 1 service between Southampton Central Station and Town Quay for the Isle of Wight RedJet service; and
- Salisbury Red – 1 service to Salisbury.

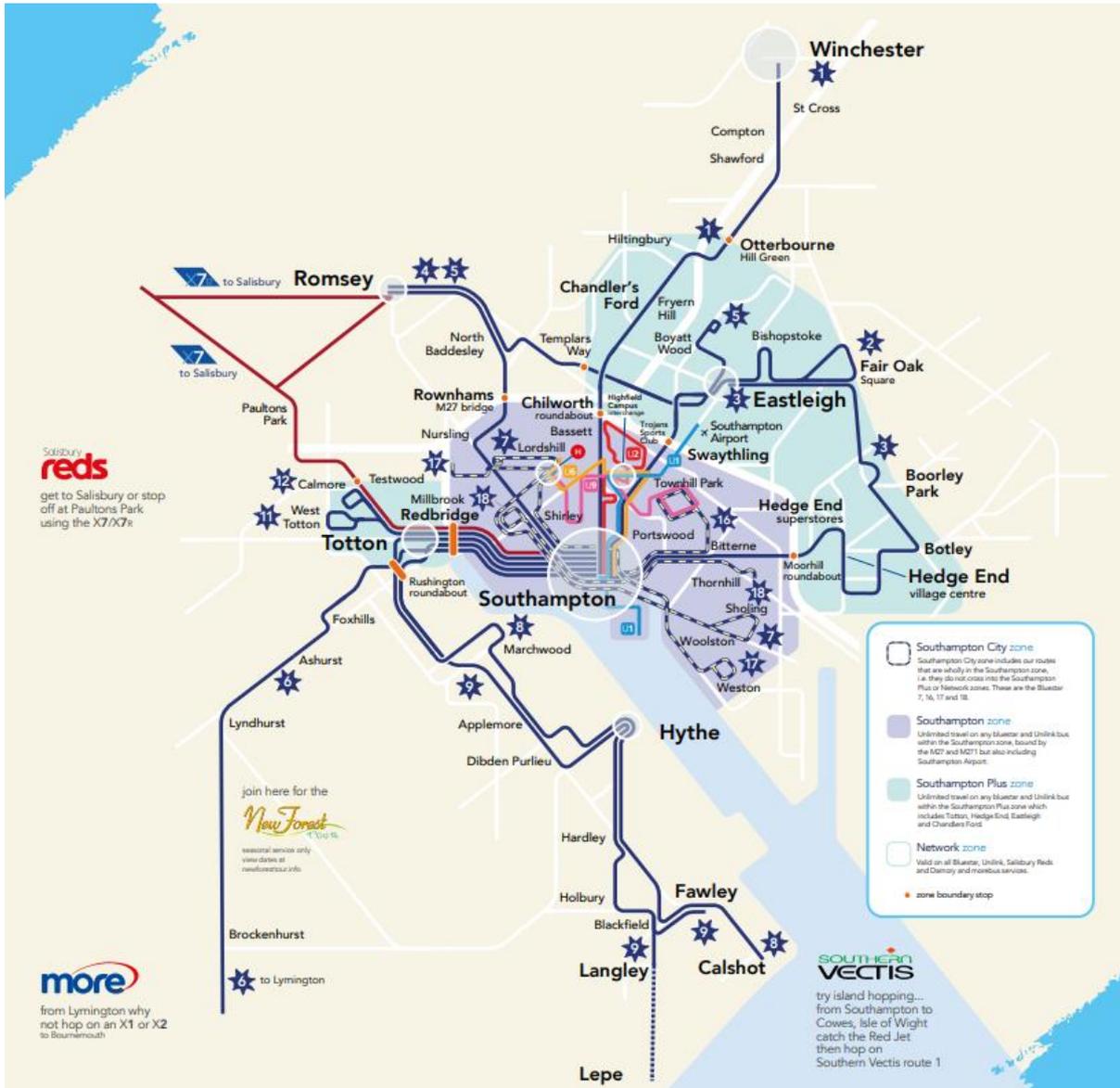


Figure 2.9 – GoSouth Coast Network Map – Southampton and wider area

GoSouth Coast operate 160+ buses in a combination of single and double deck. Depots are in Totton and Eastleigh.

Total Bus	Total	Double Deck	Single Deck	Euro VI Retro	Euro VI	WiFi	USB	Next Stop
Bluestar	131	89	42	49	66	106	109	108
UniLink	32	32	0	0	32	32	32	32

Table 2.4 – Bus Fleet - GSC

CityRed (First Group)

CityRed, part of First Group, are the second largest operator in Southampton running 26% of the 38 bus services and carrying 28% of the annual patronage. As set out in Section 2.2.2 they operate the CityRed and Solent services.

They operate a network of services serving the suburbs of Southampton and beyond to some towns and urban areas outside of the city. See network map in Figure 2.10.

- CityRed – 8 intra and inter urbans services to Millbrook, Lordshill, Shirley, Portswood, Townhill Park, Bitterne, Harefield, Thornhill Park, Sholing, Weston and Woolston; and to Totton, Hedge End, Netley and Hamble; and

- Solent – 2 inter urban services to Fareham, Gosport and Portsmouth.



Figure 2.10 CityRed & First Network Map Southampton

They operate 60 buses mostly single decker from a purpose built depot in Portswood area of Southampton.

Total Bus	Double Deck	Single Deck	Euro VI Retro	Euro VI	WiFi	USB	Next Stop
First - 60		63					

Table 2.5 – Bus Fleet - First

Xelabus

Xelabus are the smallest operator in Southampton running 21% of the bus services but carry less than 1% of the annual patronage. The majority of Xelabus services are either contracted to a third party such as Southampton Science Park or supported by SCC as socially necessary service.

They operate a network of 8 services serving some suburbs of Southampton and beyond into Eastleigh. Four are contracted from SCC to provide local services to Shirley and Bitterne District Centres on specific days. One is an inter urban service to Bishops Waltham and is partially commercial.

Xelabus are also contracted to provide school and college buses to higher education establishments in and around Southampton, such as Itchen College in Sholing and Barton Peveril in Eastleigh.

They operate mostly single decker from a depot in Eastleigh.

2.2.3 Bus Infrastructure

Southampton has a variety of bus infrastructure to support people accessing the bus, providing information and providing buses with priority.

- Bus lanes or bus only roads, and priority at signals;
- Bus stops with raised kerbs, flags, information and shelters;
- Real Time Information; and
- On Board information.

In Southampton there is currently 2.53 miles of dedicated bus priority lanes either along main corridors into/out of the City Centre or providing bypasses to congested junctions. The bus lanes operate 24 hours 7 days and permit access for cycles, Southampton registered taxis and other authorised vehicles. There are 11 bus or restricted sections of road (some

shared with cycles, taxis and permit holders), mainly situated around the retail and cultural core of the City Centre.

There are 20 traffic signal junctions with bus priority operational in them, these are on the Shirley Road and Bursledon-Bitterne Road corridors. The priority system uses Automatic Vehicle Location (AVL) – vehicle locators on board the buses that interact with the main Urban Traffic Control (UTC) system. A further 12 junctions have bus priority installed but not yet commissioned.

There are 961 bus stops in Southampton with provision at the bus stop varying from a simple flag and pole to shelters with real-time information, raised kerbs, seating and lighting. 43% (410) of bus stops have shelters and SCC has an ongoing programme of renewing and upgrading stops to new high quality, high spec shelters that include information panels. Shelters are provided through a contract with ClearChannel.

Real time bus information provides live bus travel information at 229 bus stops – these are 3-line displays. In 2020 an initial trial of 6 new ‘TFT’ displays were introduced, with further phases to upgrade all RTI screens.



Eight key interchange points have information totems (in the City Centre, Southampton Central Station and at the University’s Highfield campus). Additionally, real time departure displays are in major buildings/employment hubs such as the Civic Centre, University Hospital and Town Quay. Bus operators provide data in an electronic format that can be automatically uploaded to the system and feed GPS locations of buses to the system through their on-bus ticket machines.

2.2.4 Fare & Ticketing Structures

The price point for a bus journey is a contributing factor in people’s decision making around how they will travel.

Fares in Southampton are competitive when compared to other cities, as shown in Table 2.5, and Southampton has some of the cheapest day and weekly fares in the UK. The history of competition and innovation between the main operators, along with an overarching multi-modal ticket offer has resulted in cheaper fares and supported patronage growth.

Fares are done on a zonal system and are broadly similar between operators and SolentGo but there can be significant price differences between Southampton zones and zones in Hampshire. The network zones for Bluestar, City Red and SolentGo are shown in Figures 2.11, 2.12 and 2.13.

Zone	Description	Fare	Single	Return	Daily	Weekly	Group*
Bluestar & UniLink							
Southampton City	Routes wholly within Southampton boundary	Adult	£2.00-2.50	£3.00-3.70	£3.40	£9.00	£7.70
		Child	£1.30-1.50	£1.80-2.00	£2.80	£10.00	-
Southampton Zone	Bounded by M271 & M27 but includes Airport	Adult			£3.70	£14.50-15.50	£15.50
		Child					-
Southampton Plus	Zone plus Totton, Hedge End, Eastleigh & Chandlers Ford	Adult			£6.00	£17.50-19.50	-
		Child	£2.00	£2.80	£4.60	£14.00	-
Network	Whole network including Winchester, Romsey, Waterside & Lymington	Adult			£8.00	£26.00	£24.50
		Child	£2.00	£3.40	£6.00	£16.50	-
First							
Southampton	Roughly bounded by administrative boundary	Adult	£2.00	£3.00	£3.50	£9.00	£8.00
		Child	£2.00	£2.00	£3.20		-
Southampton & Totton	Southampton plus Totton only	Adult			£5.50	£15.00-18.00	
		Child	N/A	N/A	N/A	N/A	
Southampton Plus	Southampton including West End, Netley, Hamble & Hedge End	Adult				£19.00-20.00	
		Child					
Hampshire	Across Hampshire (inc Fareham, Gosport & Portsmouth)	Adult			£7.00-7.50	£23.50-25.00	£13.00-45.00
		Child					
Xelabus							
Network	Southampton & Eastleigh	Adult			£8.00	£25.00	
		Child			£5.00	£17.00	
Solent Go Multi-Operator Multi-Modal							
Southampton Zone	Southampton and bounded by M27-M271	Adult			£5.00	£20.00	
Solent Zone	Solent area	Adult			£8.00	£30.00	

Table 2.6 – Comparison of fare zones and adult, child and group ticket offers, 2021



Figure 2.11 CityRed & First Network & Fare Zones

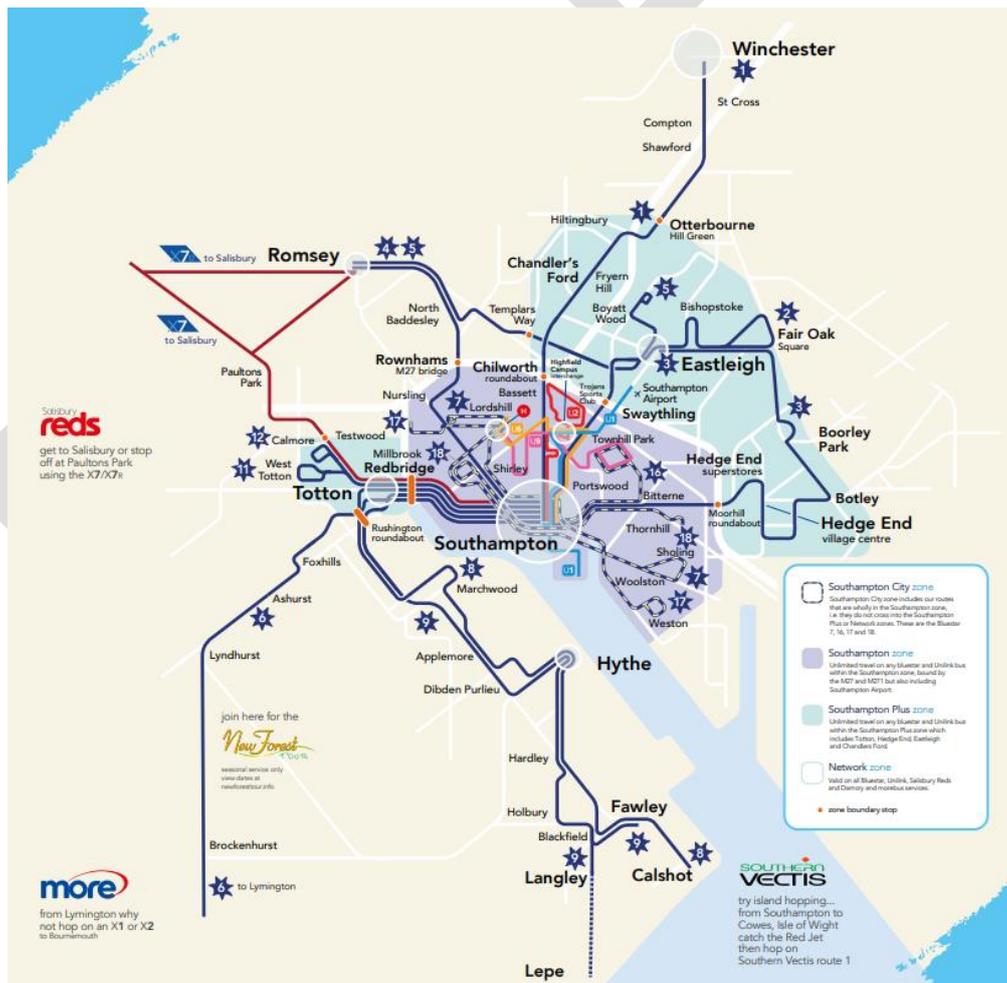


Figure 2.12 Go South Coast Network & Fare Zones

Each operator offers several other alternative fare options for number of trips, days, single, return, wider network tickets. All operators offer adult and child fares.

All operators offer child fares at 60-65% of the adult fare. These are available for those aged 5-15. At 16 the fare increases to the full adult fare. This can be a significant increase for those either still in education or not in employment.

For those travelling to college there are some products available that provide discounted college bus travel on public buses. Bluestar, UniLink and Xelabus provide offers ticket options for academic terms and years. These operate aged 16-19 and cover travel to further education colleges.

As part of their university halls fees, first year students at the University of Southampton get travel on all UniLink services included. All University students and staff get reduced price bus travel via the app.

Group travel is offered for up to 5 people travelling together at the same time and to the same place. This can provide good value for families and friends but is not a well-known ticket option.

All buses offer contactless payments via card and mobile(m)-ticket. M-tickets have increased in usage and are available via the individual operators' apps and websites. There is a variety of products on sale – direct debit, daily, weekly and monthly. These are at a discount to the turn up fares. Both major operators in 2020/21 started to offer 'Tap & Cap' or 'Tap On, Tap Off' (TOTO) fares. These are capped at the day rate for the ticket and permit multiple journeys on and off an operator's buses. These tickets are not yet available cross-operator. Through TCF all Southampton buses will be equipped with readers that will enable full TOTO.

There is a perception that fares are high, this is often from people who don't use the bus. A SCC Survey indicated that 35% of respondents, both bus and non-bus users, were satisfied and very satisfied with the cost of travelling by bus, and 33% were dissatisfied and very dissatisfied. Among bus users there is high levels of satisfaction with the value for money of buses – Bluestar at 72%¹². 41% of those satisfied with the value for money feel that the cost of the bus against other modes of transport is good.

Comparable fares are among the cheapest in the UK. The weekly ticket offer is second cheapest on offer– Guildford was lowest at £7, and the daily tickets are on average 49% lower than the South East and 35% lower than the England averages.

Cost of Bus V Car

A comparison of daily parking, daily and weekly bus fares shows that Southampton does provides the cheapest parking, daily and weekly bus fares in the South East. Parking in most cities tends to be more expensive than the day rate for bus travel, however if there are multiple people travelling by bus the total cost can exceed the day parking rate.

Area	Daily		Weekly		Parking
	Mobile/TOTO	On Bus	Mobile	On Bus	Daily
Southampton	£3.00	£3.40-3.50	£9.00-£12.50	£9.00-£12.50	£5-8
Portsmouth		£4.50	£17.00	£18.00	£10-12
Solent Go	£5.00	N/A	£20.00	N/A	N/A
Brighton & Hove	£4.70	£5.20	£21.60	N/A	£23
Reading	£4.00	£4.00	£16.00	£17.00	£10-14
Bristol	£4.50	£5.00	£18.90	£20.00	£13.50
Plymouth	£4.70	£4.70	£21.00	£21.00	£5-12

¹² Transport Focus National Bus Survey 2019

Bournemouth	£4.10-4.40	£4.30-4.60	£19.50-20.00	£19.50-20.00	£5-20
Nottingham	£4.20	£4.20	£18.00	£18.00	£16
South East ¹³		£5.23	£18.74	£18.74	

Table 2.7 – Comparison of daily and weekly fares¹⁴

Multi-Operator Ticket

In 2013 Solent Go was launched as the first multi-modal multi-operator smartcard ticket offer outside of an Integrated Transport Authority (ITA). It succeeded the Solent Travelcard which was a paper based multi-travel card and the first scheme launched outside of an ITA through a partnership between the bus operators and LTAs.

SolentGo covers the mainland part of the Solent region of Southampton, Portsmouth and Hampshire. It is available as a smartcard and a m-ticket via the SolentGo app and bus operator’s apps. It offers a daily or weekly pass on bus and ferry (e.g. Gosport Ferry) but is priced at a premium compared to the daily or weekly offer on individual bus operators (see Table 2.6 and 2.7). There is currently no interoperability with the rail network – as part of the 2018 South Western Rail Franchise it was intended that Solent Go was integrated and has not been so yet. This has contributed to it having a much reduced or limited take up on bus – there is a higher take up on the Gosport Ferry.

There is no child fare available on SolentGo.

Figure 2.13 shows how sales of all SolentGo products have been increasing in each year with sales in 2019/20, until early 2020, above that of previous years. It should be noted that as a proportion of the total sales for bus and ferry travel this is a small percentage.

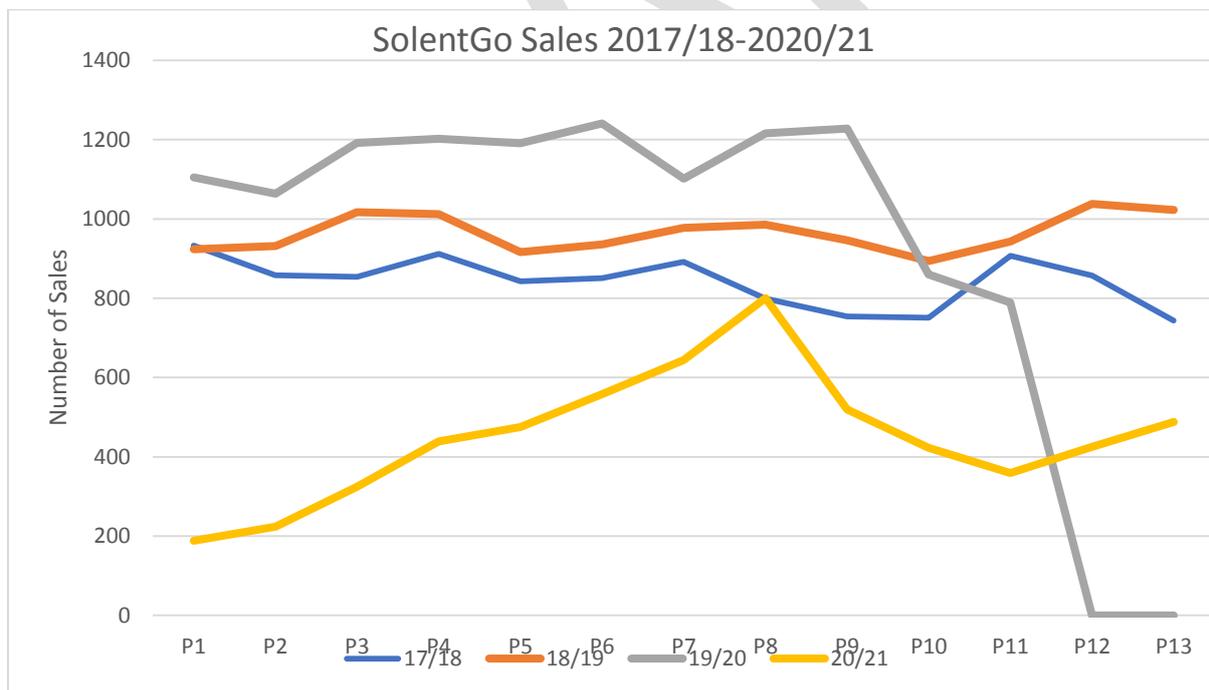


Figure 2.13 – Sales of SolentGo products 2017/18-2020/21

As part of the Solent Future Transport Zone there will be enhancements to SolentGo, integrating it with the emerging Mobility as a Service (MaaS) platform starting in 2022.

¹³ TAS Partnership 2019 National Fares Survey - [30281-REP-TAS-National-Fares-Survey-2019.pdf](https://taspartnership.co.uk/30281-REP-TAS-National-Fares-Survey-2019.pdf) (taspartnership.co.uk)

¹⁴ Source – operator websites and local authority websites for parking – 2021 prices

2.2.5 Interchange

The bus network is centred on the City Centre but there is no one single point such as a bus station for interchange between bus services. The routing of the bus network is also complex as buses arrived from different corridors and each individual bus service follows a slightly different routing around the City Centre. This has a knock on effect on bus reliability and crowding in certain areas of the City centre. Buses are also affected by vehicles accessing car parks, service areas, loading and concentrations of people acceding the bus at busy stops.

The network has developed from a historic pattern developed as the City Centre was developed in the post-war period and in response to more recent retail developments. The disjointed approach to the City Centre routing leads to additional mileage for bus operations and confusion for attracting new bus users who won't be familiar with the network.

Services call at a series of bus stops located in clusters and are numbered:



Figure 2.14 Location of City Centre Bus Stops

The busiest being Above Bar Street (south), Vincent's Walk, Portland Terrace (south), Portland Terrace (north) and Civic Centre Road. Many of the stops are used for picking up and set down but stops in areas BD-BS and CA-CU are the key locations for terminating and layover of buses – these locations are primarily divided between Bluestar and First services. 27 services terminating in the City Centre where there can be up to 78 buses per hour terminating, with an additional 23 crossing the City Centre.

Interchange is done informally at the main bus hubs on Vincent's Walk, Portland Terrace and around the Civic Centre.

Southampton Central Station is the other main interchange location, only the QuayConnect service terminates there. Buses from Totton & Waterside, Shirley-Romsey and the University & Airport call at the station. Bus stops are split between the north and southern side of the station. The stops on the north side were upgraded with additional capacity in 2015 as part of the interchange and public realm works at Station Quarter North. These cater for most services at the station. The south side has 3 stops and is proposed to be upgraded as part of the TCF Programme by 2023.

The University's main Highfield Campus is the hub for the UniLink services and has interchange with National Express coach services.

2.3 LTA Financial Support

2.3.1 Supported Services

Of the bus services in Southampton pre-pandemic 90% are operated at a commercial level. The level of funding from SCC to supported services has reduced by 96% since 2009.

The impact of Covid has seen a reduction in the number of bus miles done with services reducing frequency or hours of operation. As of Summer 2021 buses in Southampton were operating at 90% of their pre-pandemic levels of mileage.

SCC currently financially supports four services wholly and these are operated by Xelabus. These services provide socially necessary services connecting people in areas often not served by commercial services with local shopping and health care centres on certain days of the week. The supported services are in Table 2.8.

Service	Route	Journeys Made	Annual Subsidy	%age subsidised	Weekly Mileage (km)	Annual Mileage (km)
X12	City Centre-Fremantle-Shirley	4 Journeys/Day Tuesday & Thursday	£23,000	100%	69.12	3594.2
Bitterne Hoppa 1	Midanbury-Bitterne	3 Journeys/Day (Mon, Wed & Fri)		100%	40.5	2106.0
Bitterne Hoppa 2	Sholing-Bitterne	3 Journeys/Day (Mon, Wed & Fri)		100%	73.4	3818.8
Bitterne Hoppa 3	Thornhill-Bitterne	1 Journey/Day (Mon, Wed & Fri)		100%	43.59	2266.6

Table 2.8 – Southampton Supported Services

2.3.2 Concessionary Fares and Travel

In 2019/20, there were 5m elderly and disabled concessionary passenger journeys made in Southampton. This accounted for 24% of all journeys. The remaining three-quarters of journeys were made by fare paying passengers, this is compared to 72% for the South East as a whole. Whilst the overall patronage has grown in recent years, the number of elderly and disabled concessionary passenger journeys has decreased by 1.6% since 2011/12.

Almost 30,000 older and disabled people passes were issued in Southampton in 2019/20, with older passes accounting for 88% of all passes issued. The proportion of eligible people taking up the pass in Southampton is lower than the South East average at 71%.

As Figure 2.14 shows, the proportion of concessionary fare travel out of overall bus journeys in Southampton is lower than Hampshire and comparable places. This reflects the different nature of the areas.

The Concessionary Fare scheme starts at 0900 to 0030 for Southampton residents and 0930 to 2300 for those non-Southampton residents. This is a local enhancement to the national scheme. The annual budget for Concessionary Fares is approximately £3.8m.

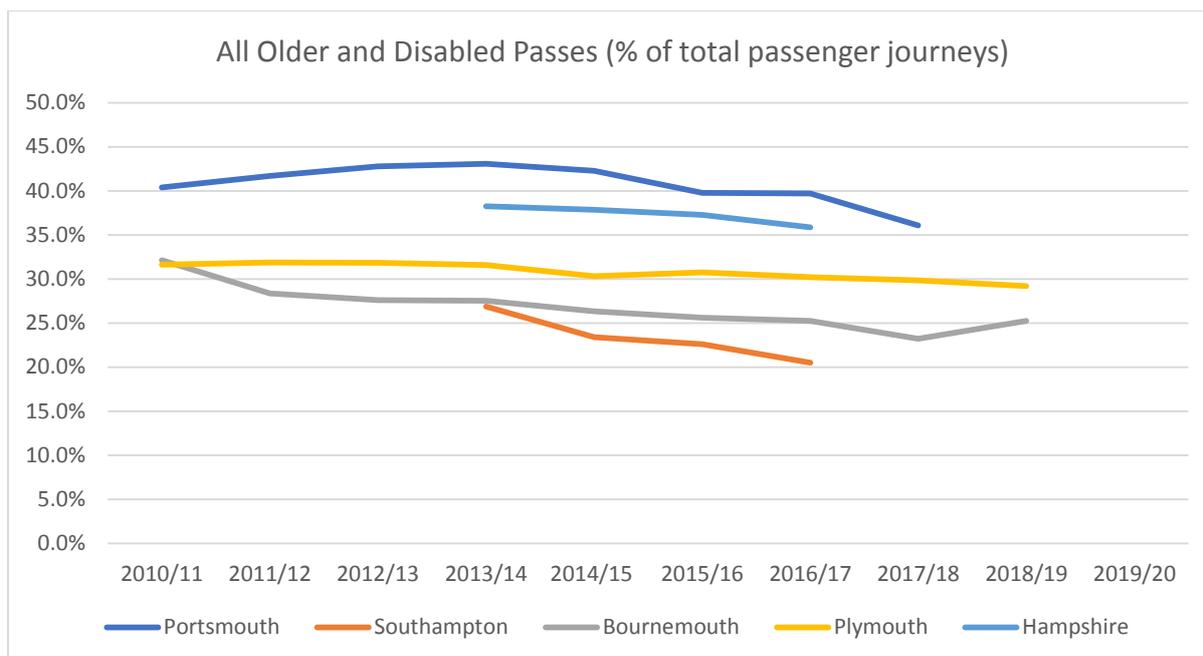


Figure 2.14 – Comparison of Concessionary Travel as proportion of all bus journeys

2.3.3 BSOG

SCC receives £75,112 of Bus Service Operations Grant (BSOG) annually. This goes towards the provision of the Supported Services set out in Section 2.3.1. The funding is ringfenced for service provision and the provision of infrastructure associated with those services.

2.4 Other Factors Affecting Buses

2.4.1 Demographics

Southampton's resident population is 254,000¹⁵, this has increased by 23.5% from 204,000¹⁶ in 1991. Southampton also has a relatively young population, with an average age of 32.2 (compared to a national and South East regional average age of 40)¹⁷. In 2017, 20% of the resident population was aged between 15 and 24 years (compared to 12.4% nationally). This is largely due to Southampton having over 40,000 students at its two universities – making up 18% of the population. In the Bargate ward within the City Centre, 37.2% of the population are aged 15-24 reflecting the large student population there.

The population is expected to increase to 270,000 in the early 2040s – 6% higher than now. The greatest increase will be in the 60+ category and this will affect future demand for concessionary bus passes and timings of bus services.

2.4.2 Car Parking

In Southampton City Centre there are over 16,450 publicly available car parking spaces spread across on and off-street locations. These are operated by SCC and private operators such as NCP, Ikea or West Quay. Table 2.8 shows the split between the publicly owned car parks, publicly accessible privately owned, and the number of on-street parking spaces.

Ownership	Spaces	Percentage of Spaces	All Day Parking Charge
SCC Off-Street Car Parks	5,143	31%	£5-8

¹⁵ 2018 ONS Mid Year Population Estimates

¹⁶ ONS Mid Year Population Estimates 1991-2017

¹⁷ ONS Mid Year Population Estimates 2017

Private Publicly Accessible Car Parks	9,660	59%	£5-10 (WestQuay)
On-Street Parking	1,647	10%	N/A
Total	16,450		

Table 2.9 – Car Parking in Southampton

The quantum and cost of parking is considered to be inexpensive in Southampton and an acting as an attractor to car-based trips into the City Centre for work or shopping. The presence of a large number of private publicly accessible car parks is a legacy of development over the past 20 years. The long-term approach in the LTP is to develop a ‘Parking Ring’ of car parks close to or on the Ring Road with good walking links into the City Centre allowing car parks in the centre to be relocated.

Parking standards for new development are provided in a Supplementary Planning Document (SPD). In high accessibility areas (on or within 400m of a high frequency bus route) and the City Centre the level of parking provision is reduced. This is to reduce parking demand and encourage use of sustainable and active travel.

2.4.4 Air Quality

Southampton is the eight most polluted UK city, with high concentrations of air pollution, particularly for Nitrogen Dioxide (NO₂/NO_x) and Particulate Matter (both 2.5 and 10). Southampton, and part of the New Forest, were identified by DEFRA in 2015 as one of the first tranche of cities unlikely to achieve NO_x limit values. Exposure to these emissions contributes to an estimated 110 early deaths a year – or 5.6% of all deaths in Southampton, compared to national average of 5.3%.

There are eleven Air Quality Management Areas (AQMAs) in Southampton with transport being the largest contribution in each of them.

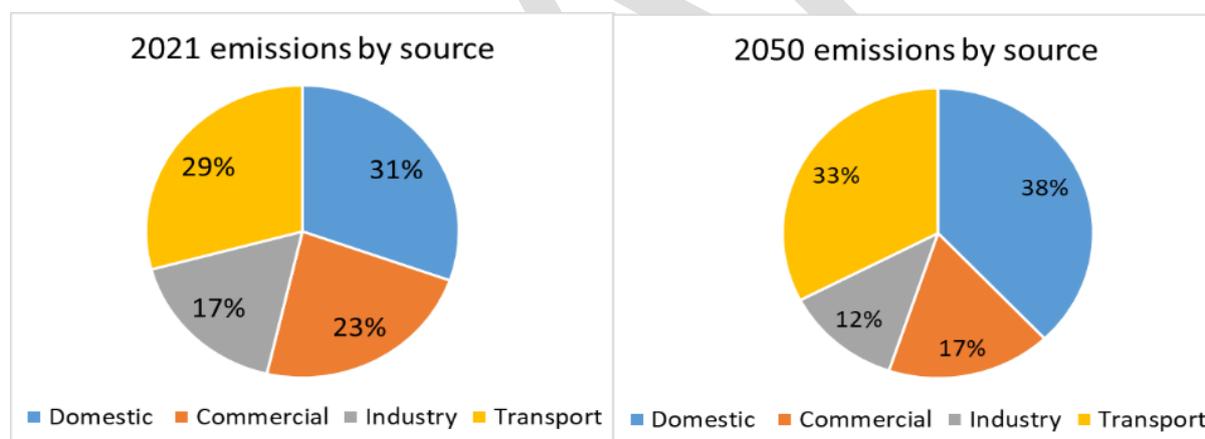


Figure 2.15 Carbon Emissions by Sector, Southampton 2021 and 2050

DEFRA has issued Southampton a ministerial direction to deliver a Local NO₂ Plan in partnership with the government’s Joint Air Quality Unit (JAQU). This includes the requirement to ensure that buses are Euro VI equivalent diesel standard or better.

Investment has started in making the bus fleet low emissions with new Euro VI vehicles or retro-fitting technology in older vehicles.

2.5 Analysis of Bus Services Against BSIP Objectives

This section provides an analysis for how Southampton’s bus network and services are performing against the BSIP and National Bus Strategy aspirations.

Aspect of bus service provision	Strengths	Weaknesses
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Bus (network)	<ul style="list-style-type: none"> • A strong core bus network of frequent and direct services connecting city centres to majority of suburban areas • Radial bus network means main corridors have good frequency – ‘turn up and go’ frequencies • Sustained growth in bus patronage on flagship interurban and high frequency urban bus routes • High user journey satisfaction – 89% • A modern and attractive bus fleet with low emissions, RTI, Audio-Visual displays, contactless payments and WiFi and charging points • Low emission and young (2.5yrs average) fleet compared to other cities 	<ul style="list-style-type: none"> • Bus network predominantly operates on shared road space. Congestion at peak times, especially on key road corridors to/from centres of main towns, leads to reduced punctuality and journey time reliability, and increased journey times • Very high frequencies on Shirley and Itchen Bridge corridors potentially giving an imbalance to areas with little or no service • Pockets of ‘bus deserts’ in certain areas of city – Lordswood, Upper Shirley, Harefield due to lack of bus services (as these are not commercially viable to operate) or poor penetration of services • Limited service frequency to some suburban areas e.g. Hedge End, Romsey • Few cross-city services that don’t require interchange in City Centre – e.g. Bitterne to Hospital, Woolston to University, and no ‘orbital’ service • Accessibility from the east is impacted by geography and severance of the River Itchen and railway means bottlenecks impact reliability • Limited investment in the highway network for bus priority lanes • Terminal points are poorly lit with poor road surfacing
Bus Network (operators)	<ul style="list-style-type: none"> • Strong competition on some routes have led to low weekly fares • Strong operator brands and recognition with users • Smaller operators active and engaged 	<ul style="list-style-type: none"> • Duplicated route numbers across different bus operators’ bus services – that may cause confusion for customers. • Reduction in support for less viable bus services
Bus Network (development)	<ul style="list-style-type: none"> • Ongoing evolution and development of the network, reacting to need • Aspiration for a Southampton Mass Transit System and integration with rail 	<ul style="list-style-type: none"> • Locations of new development have not been chosen with ease of serving by bus in mind, making it difficult to serve well with commercially viable bus services • Where no pump-priming funding is available to reduce financial risks, operators are reluctant or unwilling to take commercial risks to serve new development or to increase service frequencies where passenger numbers will take time to build up to cover the operating costs • Getting the network to integrate into the City as it grows with new development
Bus Network (City Centre)	<ul style="list-style-type: none"> • Well served City Centre, with all bus routes terminating or passing through • Elements of bus priority and bus lanes leading to City Centre – Northam Road and Shirley Road • Bus travel is worth £275m to the economy 	<ul style="list-style-type: none"> • No single focal point in the City Centre with complex and varied routing for buses • Limited interchange at Central Station for services from the east • Constrained, shared road space, radial in nature

		<ul style="list-style-type: none"> Limited capacity/space for terminating services to layover
Bus Network (Park & Ride)	<ul style="list-style-type: none"> Park & Ride has been identified through TCF as incremental approach starting at weekends/ major events in partnership with the NHS Trust 	<ul style="list-style-type: none"> No public P&R provision is currently available to serve journeys into Southampton city centre Hospital (staff only) P&R bus services are operated under contract and so are not currently integrated with local bus services Public P&R needs to compete with relatively low car parking tariffs and high supply
Socially necessary DRT & Community Transport provision	<ul style="list-style-type: none"> Active and supported community transport services, including community minibuses, dial-a-ride and voluntary car share schemes Good supply of taxis and private hire vehicles in main urban areas, including taxi ranks at larger rail stations 	<ul style="list-style-type: none"> Scope and supply of service limited by funding constraints Lack of integration of community transport provision with hospital transport services and special educational needs transport
Bus-Bus, Bus-Rail & Bus-Ferry Interchange	<ul style="list-style-type: none"> All public transport modes accessible from City Centre Legible bus network branding and distinctive flags, shelters and maps In main towns, rail stations are key points of interchange, connecting the train network to the local bus network with good waiting facilities Multi-modal interchange opportunities at University, Airport, and ferry terminal at Town Quay Opportunity for further integration with cycling, micromobility, rail and walking 	<ul style="list-style-type: none"> Interchange in some town centres is spread out - with some public transport modes requiring a walk (e.g. between railway station and nearby bus routes). Limited high-quality interchange hubs, with facilities, apart from at some bus stations and key rail stations
Fares, ticketing and Multi-operator & multi-modal	<ul style="list-style-type: none"> Overall fares are cheaper than average but perception that they are higher Existing Solent Go multi-operator, multi-modal ticket covering South Hampshire, Southampton and Portsmouth – offers three ticket zones and carnet ticket products Involvement in Project Coral Tap On, Tap Off/Capped Fares has been introduced Solent Future Transport Zone and Mobility as a Service 	<ul style="list-style-type: none"> Interoperability and acceptance of bus tickets between operators Limited uptake of Solent Go ticket which is offered at a premium Child fares increase at 16 to full adult
Partnership and Investment	<ul style="list-style-type: none"> Good partnership working, showcased by very effective voluntary partnerships between operators and local authorities and successful bids to Central Government Sustained spend from SCC on infrastructure Proactive commitment from key employers and institutions showcased by the success of the Unilink bus network 	<ul style="list-style-type: none"> Covid-19 pandemic has resulted in decline in passenger numbers, which are likely to take time to recover to pre-pandemic levels. This reduction in revenue will affect ability to invest in fleet replacement and decarbonisation. Changes in political administrations and sufficient internal resource to be a strong & intelligent client

- Sustained investment and development of the network from operators

Section 3 - Headline targets

This section will set out the ambition and targets for buses in Southampton, the City Region, and specific corridors in the city. The performance of these targets will be reported on every six months via website <https://transport.southampton.gov.uk/connected-southampton-2040/bus-service-improvement-plan/>.

3.1 Targets for journey times and reliability improvements

Southampton Target – Reliable Bus Journey Times

- A year on year improvement in bus journey time reliability
- Corridor specific targets

Southampton Target – Reliability and Punctuality

Improve bus punctuality so that 95% of bus services operating to time

3.2 Targets for passenger growth and customer satisfaction

Southampton Target – Passenger Growth

Continue to grow annual bus patronage in Southampton and the City Region as travel recovers from the Covid pandemic.

When patronage in Southampton reaches pre-pandemic levels for look to reach 22m journeys 25m within 5 years.

Increase the people mode share of bus into the City Centre

Southampton Target – Passenger Satisfaction

Increase bus passenger satisfaction across Southampton

Section 4 – Delivery

4.1 The Vision

This section will set out how Southampton City Council, local bus operators and stakeholders will work together to deliver an improved bus offer for people living, working and visiting Southampton. Doing this is to achieve growth in the number of people using the bus, making it a viable alternative to the car, and supporting how people move around Southampton as it grows into the future.

As Southampton's economy recovers from the Covid pandemic we have the ambition that buses will play a vital role in getting Southampton moving. There have been some fundamental changes in how people get around, the times of day that they travel, and why they travel. Buses have always played an important part of the transport mix for Southampton and they will continue to do so contributing significantly to the local economy. As the economy re-builds we need buses to recover to where they were before the pandemic and then grow so they are a viable and attractive alternative to the car. As we look to a future and our commitment to be net zero carbon by 2050¹⁸ we need to support decarbonisation of all transport including buses.

There is an opportunity, bearing in mind the recent successful history of joint working in Southampton, to strengthen this partnership further. This collaboration will develop both the infrastructure and the bus services provided during the BSIP period.

A shared overall vision has been developed for the BSIP

That buses are an attractive choice where the bus network is built on reliability, green, integration, value for money, inclusivity & partnership to keep Southampton moving, to meet its needs now and in future

The BSIP will set out the approach the partnership will take and form the basis for the commitments in the Enhanced Partnership Plan and Schemes.

4.2 The Ambitions

This section sets out the shared ambitions for buses in Southampton between SCC, local bus operators and stakeholders.

4.2.1 Ambition 1 – A network that is accessible for all, integrated, and frequent

We will commit to maintain then develop Southampton's bus network so that it is accessible to all, looking at opportunities to enhance services and grow patronage. It will continue to be based on a nodal approach providing access and better connectivity to the main locations in Southampton, and the City Region (City Centre, District Centres, universities & colleges, hospitals, the Port & Airport, and employment hubs). The main arteries of the network will have a 'turn up and go' frequency of 5 minutes or less as a core.

We will take a network then corridor approach, starting with the corridors that have been identified in the LTP, looking at all services on it, then at bus services depending on their level of commerciality, level of service, and delay. From the corridors we will then look at services as they branch off serving individual areas of the city. This will include a review to assess how the network is operating now and whether there are areas that require enhancement or change.

To ensure that people can access buses the route to the bus stop and onto the bus needs to be easy, safe, and accessible. Through accessibility audits we will ensure that routes to the bus stops and footways are in a good order. To make sure that there are no digital deserts we

¹⁸ SCC Corporate Plan 2021

will include assistive technologies and independent travel training to help people – young and old – to live independently for longer.

‘Rapid Bus Corridor’ – the flagship corridors of the network are ‘turn up and go’ with a maximum frequency of 5 minutes. These will often extend from the City Centre to District Centres or other key destination such as UHS Hospital, Eastleigh or Totton. From here they will branch out into residential areas. From the District Centres the corridors will be combined services that equal the high frequency service and will be commercially operated.

The aim for each corridor would be to reduce end-to-end journey times and stops, with improved service reliability and punctuality, and the customer experience and will be the focus of investment to get the biggest return.

The features of a Rapid Bus Corridor are bus priority, links with Park & Travel options (e.g. rail or micromobility), Express/Limited stops services, waiting facilities including larger Super Stops, journey information, modern zero emission vehicles, customer experience, information and technology.

We will use the identified Rapid Bus Corridors developed for TCF, two of which are being implemented through TCF. The corridors are:

1. Southampton to Totton and Waterside (TCF),
2. Southampton to Shirley and Romsey (inc. Lordshill & Redbridge),
3. Southampton to Chandler’s Ford,
4. Southampton to Portswood, Townhill Park and Eastleigh (TCF),
5. Southampton to Bitterne, Thornhill and Hedge End, and
6. Southampton to Bursledon, Hamble, Weston and Woolston.

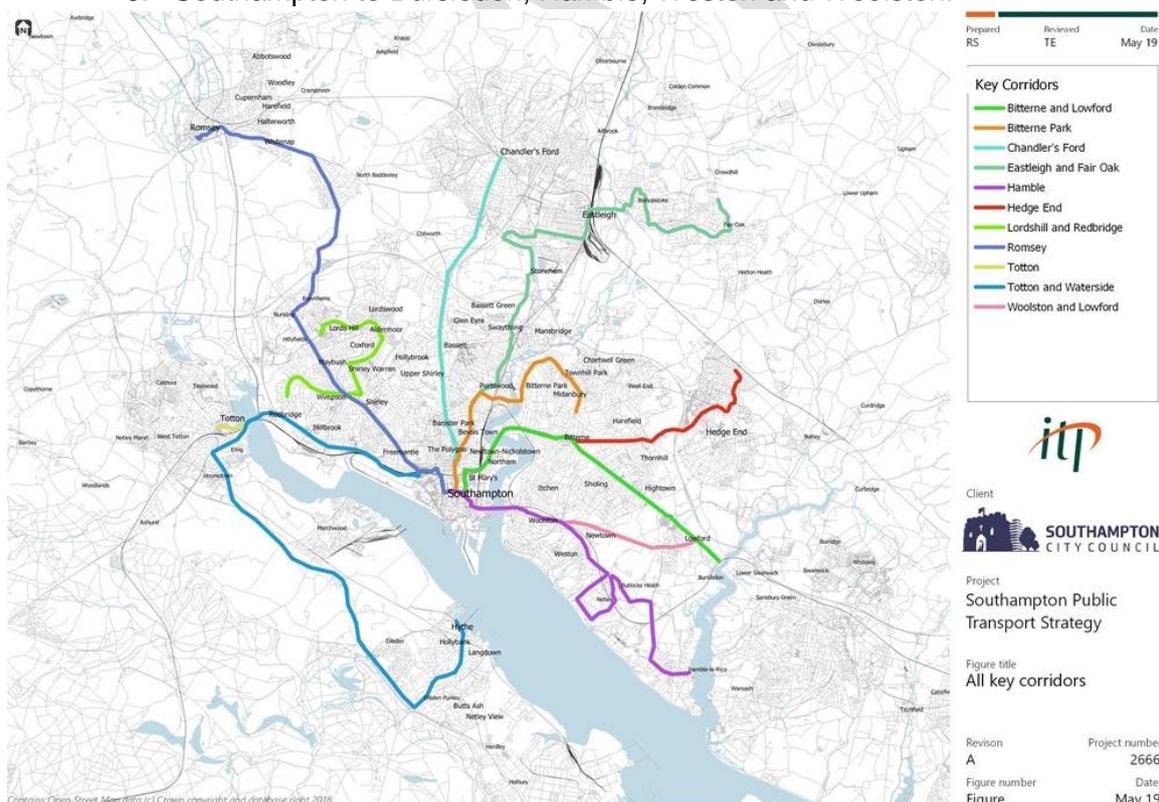


Figure 4.1 – Southampton Rapid Bus Corridors

Local Bus – off the main corridors where individual bus services branch off – these are often wholly commercial and connect into the residential areas. They merge to make the Rapid Bus Corridors and could provide a variation in level of service on that corridor – a combination of Express limited stop and all-stop.

Social Bus – the non-commercial where there is less demand or variable demand, these would also include flexible demand responsive transport. These may have no prospect of reaching commerciality and require ongoing financial support to deliver bus or DRT services. They could include crowd sourced routes or flexible minibus services, or conventional buses or specialist transport.

Park & Ride – develop a network of Strategic & Local Park & Ride (or Travel) sites where people can park and continue to their destination by bus, train, cycle, walking or car share.

Whilst this BSIP is focussed on improvements to services operating within the city boundary, we will work closely with other stakeholders, including HCC and National Highways, to overcome bus reliability issues outside of the city. Addressing issues on cross-border routes, such as congestion caused by the Strategic Road Network, can improve bus journey times on routes to/from the city.

The Rapid Bus Corridors will be the initial focus of investment over the next 5 years. But we will also look at what needs to be done on the Local Bus routes to complement and augment the corridor works.

- We will continue to deliver the improvements along the TCF corridors and interchanges by 2023;
- Kickstart a Park & Ride service from Southampton West P&R (delivered through TCF) at weekends only initially (infrastructure funded as part of TCF) from 2023;
- Carry out an objective journey time review for efficiency and opportunity with the bus operators during 2022;
- Carry out a multi-modal network review and plan for the Shirley-Romsey corridor (linked with cycle & walking plans) by autumn 2022 to ensure consistent service and priority and seek delivery from 2023;
- Develop and deliver the remaining Rapid Bus Corridors in partnership with Hampshire County Council – Chandler’s Ford and Bitterne-Thornhill-Hedge End by 2026;
- We will carry out accessibility audits to bus stops and prioritise footway improvements on bus routes as part of our annual maintenance programme;
- Work with SPECTRUM and other disability groups to develop assistive technologies to help make the bus a less intimidating experience for disabled users;
- Continue Independent Travel Training, including adults who would benefit from support in living independent lives;
- Continue business case work for funding to remove the major capacity and resilience bottleneck for buses at Northam Rail Bridge (on Bitterne corridor);
- Develop a programme for local bus pinch points on the Local Bus network;
- Continue to integrate the network with other modes including rail, shared mobility and cycle network;
- We will work in partnership with other stakeholders, including HCC, National Highways and Transport for South East (TfSE), to develop and deliver improvements to the Strategic and Major Road Network that help reduce severance and unlock bus travel benefits across the City Region;
- Finalise commerciality and enhancements to services to increase frequency, running day (earlier or later services), Sunday services. These include kickstart funding for:
 - Service enhancements to Harefield and Peartree, increasing to half-hourly across the day and on Sundays

- Services to Upper Shirley & Sports Centre, Freemantle & Lordshill; and
- The socially necessary services – Bitterne Hoppa, X12.

4.2.2 Ambition 2 - Buses are an attractive alternative – fast, attractive & reliable

We will make buses an attractive alternative to travelling by car by making them fast, attractive for new and existing customers, and be reliable. This is important as reducing journey times by bus will act as an attractor to get more people to use the bus. It also helps to improve the efficiency of the bus network, reducing operating and maintenance costs for the bus operators and enabling further investment in decarbonising the fleet and the fare offer to passengers.

We will commit to developing and delivery of bus priority along the Rapid Bus corridors that balances needs of bus users against other road traffic, looking at measures to help through local pinch points, and then use technology to enforce them. This will have the aim of improving end-to-end journey times and reliability so that buses are attractive for people to use.

Include:

- Targets for speeding up journey times with investment meaning faster, reliable and more attractive movement through main corridors;
- Turn up on time services, with a 'turn up and go' frequency as a core; and
- Confidence in predictable end to end journey times.

Approach

- To take a corridor approach to developing plans for buses so that there is a demonstrable improvement in bus journey times balancing the needs of other users – using information provided by the bus operators and data to prioritise as part of either Rapid Bus Corridors or other local pinch points;
- Develop Express Bus services along Rapid Bus Corridors;
- Where there is the ability to provide buses with priority to improve their reliability;
- Use Traffic Signal Priority widely across Southampton completing roll out of in-signal priority by 2024;
- Create opportunities to shorten bus journeys with bus only streets or accesses;
- Use parking and traffic management tools to reduce delay e.g. Red Routes, enforcement, and linking CCTV between buses, central Urban Traffic Control to manage traffic;
- Continue to enforce bus lanes and expand the network of cameras to other areas where there is contravention of bus lanes and other legal powers for enforcement of moving traffic offences from 2022;
- Provide consistent hours of operation for bus lanes and permitted vehicles – emergency services, Southampton registered taxis, cycles & scooters (subject to outcome of trial);
- Look at the parking pricing in the City Centre;
- Through BBLP manage roadworks more efficiently using tools such as permits, CCTV, or co-ordinated utility works so that disruption from roadworks for buses is minimised; and
- Ensure that the maintenance of the highway and its assets creates a smooth ride quality for buses.

4.2.3 Ambition 3 – Bus travel is affordable and achieves multi-operator access

Travel by bus in Southampton is already among the lowest in the country and this has helped support the growth of bus travel over the past decade. SolentGo was the first multi-

modal smart ticket solution outside of a major ITA and helped to shape multi-operator ticketing. Recent investment has seen the launch of Tap On, Tap Off/Capped Fares within Southampton, and investment in the technology through TCF.

We will look to make tickets simple and easy to understand with affordable value for money fares. Multi-operator fares should not attract a premium over single operator fares. We will work towards a capped fare system that provides the best value for money for people travelling by bus regardless of operator.

We will improve the range of SolentGo products with Hampshire and Portsmouth through the new Mobility as a Service (MaaS) platform. This will include continued integration with other modes including the rail network, and public bike and scooter hire for green first and last mile journeys. Tap On, Tap Off technology, is fundamental for resolving issues around simplifying Solent Go fares.

We will look at innovative ticket products including making group and family travel affordable and supporting young adults with products that help them get to education, training, employment or leisure opportunities in Southampton and into Hampshire.

Approach

- Finalise the roll out of capped fares with Tap On, Tap Off readers in Southampton and then into the wider zones, so that people are charged the best value fare for their journey. This will help to simplify and make fares value for money recognising that people have different journey needs and use the bus at different levels of frequency;
- As the back office develops through the DfT and bus industry's Project Coral, we will work to expand capped fares to period tickets – weekly, monthly or multiple day (e.g. 3 out of 5). This will simplify fares and make it easier for passengers by giving them the best value fare for the journeys they make;
- Work with Solent Transport on the Solent Mobility as a Service product launching in 2022;
- Innovative fare and ticket offers such as £1 Evening Fares, Training, Family or Group Travel offers that make it good value for money;
- Work with operators, and neighbouring LTAs on agreeing a consistent upper age limit for child fares across the Solent;
- Develop a Solent-wide Young Persons product, through the National Young Persons Travel Card project led by consortium of LAs and bus operators, that provides discounted bus travel;
- Provide tools that inform people about the bus, how easy it is to use, dispel some of the myths and then keeps them using the bus;
- Work with South Western Railways, and other Train Operating Companies, on integrating bus and rail travel either via SolentGo or PlusBus using contactless or app;
- We will build on the existing SolentGo multi-modal product and its family of products so that more modes are included as it is integrated with rail and micromobility, the premium charged is reduced, and can provide more flexibility:
 - New zonal ticket for Southampton City Region that covers cross-boundary public transport trips,
 - New 'hoppa' tickets to allow multiple trips in a 60-minute period across operators,
 - Carnet tickets to give customers discounts on bundles of 5-day tickets,
 - Expand Solent Go to cover all local ferry and rail services in the Solent (initially South Western Railway but to include the other train operators).

4.2.4 Ambition 4 – Buses will be easy to understand and use

Southampton already has strong My Journey sustainable transport brand led by SCC with support from individual bus brands with Bluestar, UniLink and City Reds. This is alongside the Solent Go and emerging MaaS brands. The operators have invested heavily in the look, design and branding of the buses which are distinct and have good recognition.

In 2012-14 Southampton introduced the Legible Bus designs for a consistent standard of flag design, shelters, timetable information and stop name. This provides a complete information offer to bus users that is consistent. It has been rolled out on the main bus corridors and partially into some suburban areas. Timetables and maps are still paper based. There are still operator provided flags and timetable information that are regularly updated. Legible bus is a complementary offer to the Legible Cities suite of wayfinding and mapping systems for people walking.

There is no one overarching 'bus brand' that is Southampton specific and providing a simple gateway for users. There are the separate bus brands, the Legible Bus brand, My Journey, Solent Go and the emerging MaaS brand which does not make sense or benefit the end user. The approach is to simplify this that retains the bus operators' brands but has a Southampton ident as a wrap around.

Of the 961 bus stops, 43% have shelters and 24% have real-time information (RTI) screens. The RTI screens have been rolled out and trials of more flexible TFT/flat screens, which offer improved lighting day or night and can display images as well as text, have been introduced on Shirley Road.

SCC and the bus operators have a strong relationship of working together on promotion and marketing campaigns for buses supported by the My Journey brand. Each operator has their own marketing team for bespoke campaigns which provide additional profile raising for buses.

Approach

- Complete an audit of all bus stops in Southampton to develop a robust baseline on asset and condition by Summer 2022;
- Improve all bus stops in Southampton to have as a minimum a Legible Bus Network flag and pole, a shelter where possible, bus stop road marking and clearway, lighting, safe routes to the stop, raised kerbs with accurate timetable and route information over a 4 year period;
- Develop a joint Service Level Agreement with BBLP, bus operators, RTI, shelter and electricity providers to ensure that bus stops and shelters are repaired and maintained quickly;
- Programme of auditing and improving bus stops
 - Enhanced Bus Stops - on main corridors and highest frequency routes with shelters, security (CCTV and lighting), RTI, timetable & maps, bus stop marking & clearway and seating;
 - SuperStops – in busiest locations larger stops that have capacity for more buses and passengers, longer sections of raised kerbs, RTI, bus stop markings and clearways, larger shelters, timetable & maps, more information and onwards travel, security (CCTV and lighting), seating, opportunities for connections with micro-mobility and greening.
- Improve the timetable provision with e-ink screens that can provide the latest scheduled timetables for all services combined rather than individual operator paper versions – SCC to lead with BBB funding – pilot in 2022, with wider roll out by 2025;

- Expand roll out of RTI to most stops with updated displays that are dynamic (e.g. TFT) and used for campaigns. Where a stop is flag only use an equivalent dynamic RTI display – SCC to lead with BBB funding – by 2025;
- Agreement not to put up own branded bus stop flag – use a supply of Legible Cities for new routes;
- Timetable changes are coordinated and done twice a year (similar to the railway) at the same time as Hampshire (except for UniLink and school & college services which are linked to the academic terms);
- Continue to work collaboratively on combined multi-operator multi-authority publicity and marketing campaigns for buses that aim to get people back on the bus and to attract new bus users;
- Retain the distinct branding for each operator but develop a Southampton or Solent 'ident' that provides a consistent local identity as the one unified point (i.e. the TfL 'roundel' or My Journey) for buses, and other forms of sustainable transport, that is used on buses, maps, promotion, at bus stops, MaaS, shelters, RTI, timetables etc;
- Work with communities, including schools at end of primary and secondary levels, to introduce students to the bus as the next generation of bus users – combined with any promotional offers;
- Work with the Southampton Travel Plan Network and Travel Demand Management programmes to promote bus more to workplaces;
- Commit to reviewing the online and print Southampton Public Transport Map annually to enhance integration with other public transport modes – rail and ferry, MaaS and micromobility.

4.2.5 Ambition 5 - Buses are integrated with other modes and into the City

Buses are an important part of the transport network and as the city grows buses will need to be integrated so that they can serve new developments and opportunities. Integration with other modes, particularly rail, ferry and micromobility, so there is a seamless and clean journey from door to door. Southampton is already rolling out a network of local mobility hubs where there is close integration between modes and a variety of travel options. This network can grow so that all forms of sustainable transport are integrated, and people are able to transition from one mode to another seamlessly whether that is by foot, bike, scooter, bus or rail.

Better interchange facilities and integration of other sustainable modes at our railway stations will help provide continuous and seamless journeys. Better connectivity to port and ferry terminals are also vital, including Town Quay - a gateway to Southampton from the Isle of Wight and New Forest via ferry and water. These terminals are often fragmented from the rest of the city and interchange with bus, and other modes, is poor.

Approach

We will:

- Complete the TCF Southampton Central Station interchange project to create a world-class gateway to Southampton and integrate with the Mayflower Quarter masterplan area;
- Develop a network of Local Mobility Hubs working with private sector micro-mobility and shared mobility providers. Continue to roll out hubs in Shirley, Swaythling, Bitterne, Sholing, and Redbridge/Millbrook, and smaller versions at busier bus stops;
- Work with South Western Railway and other train operators to ensure greater integration of rail and bus with information, coordinating timetables, ticketing, and offers and on interchange facilities at local rail stations;

- Work with Red Funnel and ABP to improve the ferry-bus connections and facilities at Town Quay with bus and ferry information, ticketing and interchange facilities;
- Ensure that the emerging Southampton Local Plan includes buses with bus accessibility as a key part of creating a green and sustainable city, new developments will need to incorporate bus facilities, access if required, and contribute to bus schemes or routes, and ensure that developers contribute to delivery of public transport schemes and infrastructure.

4.2.6 Ambition 6 – The City and District Centres are hubs within the network and buses support their sustainable growth

The City Centre is the busy hub of the bus network with 100 buses per hour passing through it and offers longer-distance connections by rail. The City Centre is also the retail, cultural and employment hub of the City Region so should be the hub of the network. District Centres perform a similar role in a localised way, particularly for day-to-day retail or social needs. Both need to be served by bus to support their economic growth and function bringing in people for work, to spend money or for health care.

We will continue to support the City Centre and District Centres as the hubs of the bus network with high frequency bus services and high-quality interchange and waiting facilities.

As the City Centre grows and develops, we will incrementally evolve the bus network so that it provides direct access to the places where people want to go. The routing buses will be simplified with new hubs so that passengers know where to get their bus. A bus priority loop will be implemented over time connecting the main bus hubs – Albion Place, Above Bar Street and Vincent’s Walk.

Approach

- Deliver the bus hub improvements through TCF;
- Deliver improvements and upgrades to Vincent’s Walk bus hub;
- Upgrade bus stops and routes to them in District Centres to SuperStops (see Ambition 4);
- Update the real time bus information in busy locations such as West Quay, Civic Centre, Town Quay, Central Station.

4.2.7 Ambition 7 – Modern buses lead the way for the decarbonisation of transport

A modern and clean bus fleet that reduces the impact on the environment and provides passengers with a high quality space to travel is important to meeting carbon and passenger goals. Southampton already has a modern fleet with all vehicles operating in the city at a Euro VI or equivalent emissions standard. This has been achieved with a young fleet averaging 2½ year old and a retrofitting emissions programme over the past 4 years.

Southampton is legally required to reduce NOx and NO2 emissions and following the investment in Euro VI vehicles, there is a requirement to ensure these improvements are maintained. All buses in the city need to be operating to at least a Euro VI standard or equivalent.

Customers are provided with a high-quality environment as Southampton was an early adopter for WiFi, USB charging, next stop displays and announcements.

Going forward we want to continue to be at the vanguard of providing clean zero emission and modern vehicles making the bus fleet in Southampton zero emission by 2030. We will work with the bus operators on the most efficient and effective technology including electric and hydrogen and the depot, charging and fuelling facilities required. These fuelling and charging facilities could then be available for Council or other vehicles to use. This shift to

zero emission is starting with the ZEBRA application for all-electric buses for the UniLink fleet.

Approach

We will:

- Ensure that all buses in Southampton have next stop audio and visual announcements and USB charging points by 2023, upgrades to inter-city services with additional charging and tables;
- Ensure that all buses operating in the city are at least Euro VI compliant, with an agreement in place that any higher emission vehicles will not operate in Southampton by April 2022;
- Work with all the bus operators to start to phase out diesel fleet from 2022 and realise the full decarbonisation of the bus fleet in Southampton by 2030 – vehicles and charging or fuelling facilities;
- Operators who use the Rapid Bus network are required to implement a no idling policy. Unnecessary idling is defined as a period beyond 2 minutes where the bus is stationary e.g. waiting at bus stops for a timing point, or whilst waiting for many passengers to board or alight. No idling policies should be communicated with drivers and effectiveness evaluated periodically by operators through feedback from drivers;
- Submit a ZEBRA business case for the UniLink fleet for all-electric buses from 2022;
- Work with bus industry to develop continued innovative options for decarbonisation – electric or hydrogen - and enable delivery of facilities for buses to charge or refuel;
- Developing a marketing approach that showcases the environmental benefits of bus travel and other sustainable modes (e.g. the average number of vehicles taken off the road by a fully loaded bus, CO2 saved, etc). This could also highlight cultural assets/messages to support City of Culture 2025.

4.2.8 Ambition 8 – Passenger input & Security

We are committed to working closely with the city's bus operators to develop a Bus Passenger Charter. The charter will outline bus users' rights to certain standards of service, including punctuality, vehicle cleanliness, proportion of services operated, information and redress. The charter will be published on the SCC website and will provide links to existing bus operator conditions of service and complaints procedures for passengers.

Security on board and waiting for the bus is important particularly for vulnerable users or those who may feel intimidated when using the bus. SCC has a network of traffic CCTV cameras and each bus operator has several on board (outside and inside facing) CCTV. We are aiming to link these together to provide ability to provide security. We are also looking at at-stop CCTV in shelters along with all stops being well-lit with safe routes.

Anti-social behaviour on bus and along bus routes, particularly at night, can add to perceptions about travelling by bus being unsafe. We have worked with Hampshire Police on anti-social behaviour and damage to buses in particular areas of the city with increased patrols and CCTV.

Approach:

We will

- Work with Hampshire to update the existing First Hampshire charter to incorporate the CityRed services in Southampton area to ensure that there are clear provisions

- on punctuality, vehicle cleanliness, emission standards, proportion of services operated, information and redress;
- Work with Hampshire to develop a Customer Charter for Go South Coast and Xelabus with provisions on punctuality, vehicle cleanliness, proportion of services operated, information and redress;
 - Work with operators to increase the proportion of buses operating with on-board CCTV;
 - As part of bus stop infrastructure audit assess the access routes for lighting, security, overlooking (passive and visual), crossings;
 - Work with Hampshire Police to make travelling by bus safe and reducing anti-social behaviour on bus and on bus routes;
 - Work with operators, Police and BBLP, as operators of Citywatch, to link on-board bus CCTV into the system and enable operators to have appropriate access for dynamic traffic and incident management, and to keep passengers up to date on delays;
 - Ensure that bus stops are secure environments, with CCTV coverage (either in shelter or using existing networks) and are safe with lighting, level boarding and access, and where possible busiest stops such as retail areas, stations, schools or colleges, are covered by other CCTV networks.

4.2.9 Ambition 9 – This is the First Step – the development of the integrated Southampton Mass Transit System

Buses form an integral part of the public transport mix in Southampton and will continue to do so into the future. The aspiration, starting with TCF and set out in the LTP, is for an integrated system for public transport that consists of parts making up the Southampton Mass Transit System (SMTS). The ambition for Rapid Bus and Local Bus set out in Ambition 1 is part of the approach to the creation of the SMTS and the start.

To continue to grow the public transport market and mitigate the growth planned for Southampton, which could see a further 74,000 daily journeys made across the city, there needs to be a step-change in all public transport. To do this we will incrementally develop a high-quality public transport network that is future-proofed to deliver future ambitions for mass transit in Southampton and across the City Region in partnership with other stakeholders. Evidence from Belfast Glider, Eclipse in Fareham-Gosport and Bristol Metrobus bus-based rapid transit show that patronage can increase by 70% on the corridors it operates on.

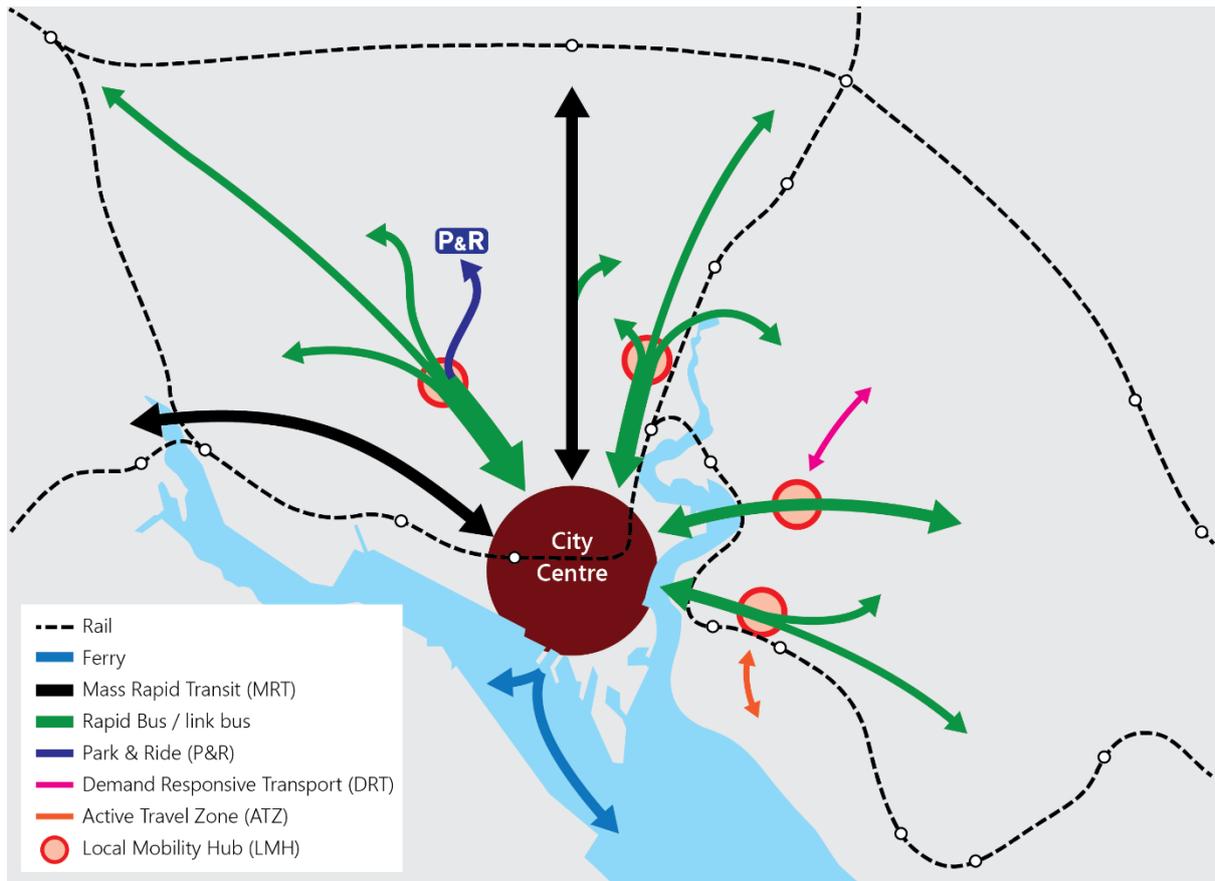


Figure 4.2 Southampton Mass Transit System Concept

The SMTS consists of:

- 'Metro' rail improving the current offer at suburban stations from 1 train per hour to 4 with modest improvements and connections to Waterside Rail, and Solent Rail Study;
- Bus based, or light rail, rapid transit on main corridors and into the City Centre to main destinations and interchanges – Central Station, Town Quay & Port, West Quay, Cultural Quarter, and St Mary's;
- The Rapid & Local Bus networks to connect residential areas to the District Centres, City Centre, and main employment hubs;
- Water based transport to Isle of Wight and the New Forest;
- Park & Ride at strategic and local locations for interchange between car and bus, rail and micromobility;
- Local Mobility Hubs at District Centres and other locations – linking with micro consolidation;
- Digital Demand Responsive Transport (starting with a FTZ pilot in 2022/23);
- Integration of the various elements through the Solent FTZ MaaS project and other common ticketing and contactless fares for travel in the City Region; and
- Multi-modal interchange at main transport hubs.

For this we will continue to develop the aspiration and plans during 2022 and 2023 working not just with the bus operators but within SCC, Network Rail, South Western Railway, ferry operators, neighbouring authorities (Hampshire, New Forest, Eastleigh & Test Valley), Solent Transport, ABP and other employers.

The aim will be to start to develop elements of the SMTS through to 2025 and then through business cases secure funding for elements during late 2020s. This acknowledges that elements such as rail and BRT require business cases and significant funding.

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Section 5 – Reporting

SCC will publish a summary report every six months to show progress against the targets set out in Section 4. As the targets have monitoring dates of either Spring or Autumn, to ensure that results are received and analysed, and report approved, progress reports will be published in June and December each year.

We will report six monthly on:

- Overall patronage levels
- Overall punctuality

Annual reporting

- Progress against BSIP targets
 - o Bus Journey Times on Rapid Bus Corridors
 - o Passenger Growth and trends
 - o People mode share (based on annual surveys)
 - o Passenger satisfaction
- Progress against the BSIP ambitions and EP requirements

The reports will be published on the Connecting Southampton website - <https://transport.southampton.gov.uk/connected-southampton-2040/bus-service-improvement-plan/>

Section 6 – Overview table

Southampton BSIP Overview Table

Name of authority	Southampton City Council
Franchising or Enhanced Partnership	Enhanced Partnership
Date of Publication	October 2021
Date of next annual updated	November 2022
URL of published report	https://transport.southampton.gov.uk/connected-southampton-2040/bus-service-improvement-plan/

Targets	2018/19	2019/20	Target for 2024/25	Description
Journey Time	TBC	TBC	On Rapid Bus Corridors reduce by minimum of 10%	From monitoring of bus and vehicle journey times
Reliability	TBC	TBC	95% of buses on time	From monthly monitoring of BUS1000 returns by bus operators
Passenger Numbers	20.6m	20.6m	8% growth pa	
Average Passenger Satisfaction				Use the annual Transport Focus Bus Satisfaction Survey and SCC led surveys on customer satisfaction

Delivery	Yes/No	Explanation
Make improvements to bus services and planning		
More frequent and reliable services		
Review service frequency	Yes	A proposal to carry out a city-wide network review in 2022 with bus operators and

		work with them to reduce their Peak Vehicle Requirements supported by bus priority measures. Any resulting buses 'freed' up can be redeployed to improve frequencies on other routes to grow patronage.
Increase bus priority measures	Yes	Through TCF and future Rapid Bus Corridors implement bus priority measures
Increase demand responsive services	Yes	Solent FTZ Digital DRT project pilot
Consideration of bus rapid transit networks	Yes	Use funding to expand the development of Rapid Bus Corridors and then a bus/light rail rapid transit network as part of the Southampton Mass Transit System
Improvements to planning/integration with other modes		
Integrate services with other transport modes	Yes	TCF delivering improved interchange at Southampton Central Station and in City Centre, development of Local Mobility Hubs, further interchanges at stations and ferry terminals. Continue to invest in real time information and safe waiting areas. BSIP will be integrated into other supporting LTP plans, including the Walking Plan, which is being developed.
Simplify services	Yes	A proposal to carry out a city-wide network review in 2022 with bus operators. Work together on a Southampton 'ident' and simple public transport maps show all public transport modes. Coordinate timetable changes to twice a year.
Review socially necessary services	Yes	A proposal to carry out a review of socially necessary services ensure that SCC supported services provide good value for money. Any additional funding that is secured will be prioritised to share risk and enable improvements to work towards commerciality
Invest in Superbus networks	Yes	Developing Rapid Bus Corridors and continued investment in quality and security of bus stops so they offer an attractive waiting environment and real time information – building on TCF.
Improvements to fares and ticketing		
Lower Fares	No	The existing range of fares in Southampton are already among the lowest in England, offering good value for money for users. Continue to invest in Tap On, Tap Off/Capped Fares so that multi-journey and multi-modal journeys are not disadvantaged. Commitment to make fares value for money. Consistent child fares and a new Solent Young Persons discounted fares product.

Simplify fares	Yes	The introduction of TOTO/Capped Fares will help making paying for bus travel simpler and easier for customers. Those paying cash/unable to use a bank card should not be disadvantaged with new products.
Integrated ticketing between operators and transport	Yes	Further enhancements to Solent Go as the multi-modal multi-operator ticket but seek to remove/reduce the premium and further integration through contactless/app based payments
Make improvements to bus passenger experience		
Invest in improved bus specifications	Yes	In recent years bus operators in Southampton have already invested heavily in their fleets to make them a modern, clean and attractive offer (new vehicles, low floor, next stops, USB, WiFi). This will continue, retaining Euro VI as the minimum standard and moving towards decarbonisation.
Invest in accessible and inclusive bus services	Yes	Continued bus operator investment on back of any bus priority measures. Continual rolling programme of bus stop and shelter improvements with raised kerbs, markings and routes to the stop. The operator investment has covered on-board facilities and equipment – further investment in USB charging and latest next stop announcements
Protect personal safety of bus passengers	Yes	CCTV on board buses and in shelters Access to the SCC Citywatch system to share data and images to Lighting and other improvements on routes to and from bus stops
Improve buses for tourists	No	While there is no dedicated tourist bus in Southampton, buses form a key part of the transport network and an improved bus offer from the Port for cruise passengers and towards the New Forest National Park will help to support sustainable tourism.
Invest in decarbonisation	Yes	Commitment from bus operators to remove diesel from fleets by 2030 Partnership bid between SCC, GSC and University of Southampton to ZEBRA fund for 32 all-electric double deckers in 2022
Improvements to passenger engagement		
Passenger charter	Yes	Work with bus operators and HCC on developing passenger charters for Southampton. Further Independent Travel Training.
Strengthen network identify	Yes	Continuation of the Legible Bus Network bus flags and shelters, develop a joint-marketing campaign with bus operators through the My Journey platform

		showcasing the benefit of the bus, and development of a Southampton 'ident' to work alongside the existing bus operators strong brands
Improve bus information	Yes	Twice yearly timetable changes, continued implementation of RTI screens, trial of 'e-ink' timetable information at stops, all stops to have a timetable case, annual Southampton Public Transport map
Other		
Cost of car parking	Yes	Carry out a review of parking charges in the City Centre to support economic growth and the buses so that parking and bus travel both offer value for money

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Scheme Conditions (FINAL)

SOUTHAMPTON CITY COUNCIL CONCESSIONARY FARES SCHEME 2021/2022 ('the Scheme')

Introduction

The Concessionary Fares Scheme agreed by Southampton City Council will come into effect on 1 April 2021 and continues until 31st March 2022. This Notice and Scheme replaces the Southampton Concessionary fares Scheme 2020/21 and supersedes all previous Schemes and Notices.

Legislation

The scheme is made in accordance with the Concessionary Bus Travel Act 2007, the Transport Act 2000, the Travel Concessions (Eligibility) Act 2002 and the discretionary powers contained in the Transport Act 1985 ('the Acts').

Responsible Authority

The responsible authority for the Scheme shall be Southampton City Council. The Scheme shall be funded by Southampton City Council. The Scheme shall be administered by either Southampton City Council or its appointed agent(s).

All enquiries regarding the Scheme and all Notices required to be served upon the responsible authority under the Acts should be addressed to: Pete Boustred, Head of Green City & Infrastructure, Civic Centre, Southampton, SO14 7LY.

A copy of the Scheme will be supplied to any person on request by post from the person specified above and is available on the Council website at www.southampton.gov.uk.

Operator Eligibility

Operators of registered bus services running within the City which is in receipt of Bus Service Operators Grant or contracted by the Local Public Transport team of Southampton City Council or a neighbouring local authority, unless excluded.

Service Eligibility

The ENCTS applies on eligible local bus services as defined by the Travel Concessions (Eligible Services) Order 2002 as amended by the Travel Concessions (Eligible Services) (Amendment) Order 2009 – unless excluded by the 2009 Amendment Order.

User Eligibility

Residents of Southampton who meet any of the following criteria will be eligible for a free concessionary fares pass:

- Men and women who have reached the female state pension age (you can calculate if you are eligible here: <https://www.gov.uk/state-pension-age/y>)
- blind people;
- partially sighted people
- deaf people;
- people without speech (in any language);
- people with a disability, or who have suffered an injury, which, in the opinion of a qualified medical practitioner, seriously impairs their ability to walk;
- people without the use of both arms; people with a learning difficulty;

- people who would be refused the grant of a driving licence to drive a motor vehicle under Section 92 of Part III the Road Traffic Act 1988;
- people with a long-term mental health problem; and
- travelling companions/escorts of disabled people.

For those under the female state pension age, applicants must provide confirmation that:

- i) They are in receipt of Disability Living Allowance (higher mobility component); or
- ii) They have been awarded 8 or more points Personnel Independent Payment for Moving Around or Communicating verbally
- iii) They are in receipt of War Pensions Mobility Supplement; or
- iv) They have a valid registration card for their disability; or
- v) Certification of Vision impairment; or
- vi) Have learning difficulties and attend Southampton Day Services or registered with Southampton Learning Disabilities team; or
- vii) They have a signed form (MQ14) from their doctor confirming eligibility.

Hours of Operation

The Southampton concessionary fares scheme will be based on bus travel alone. Concessionary travel available all day on Saturdays, Sundays, Bank Holidays and declared public holidays; and between 09:00 and 00:30 on other days for residents of Southampton; and between 0930 and 2300 for all other English national passholders. Blind persons will be permitted to travel at any time.

Area of Travel

Any journey that starts within the boundary of Southampton (NOTE: funding of such travel shall be subject to any inter-authority boundary/funding agreements which may be entered into and shall be deemed to be part of this Scheme. This will not affect user eligibility or operator reimbursement).

Level of Concession

The proposed scheme provides free travel on presentation of a valid pass.

Administration

The administration of the issue of concessionary fares scheme passes will be carried out by the Strategic Transport Team. A database of all people who are issued with a bus pass will be kept. The City Council will be responsible for meeting the statutory requirements for data protection.

Reimbursement Arrangements

Operators will submit monthly returns to the City Council unless otherwise agreed in advance. Payment of 85% of the estimated figure for the month will be agreed with the operator and be made on the 15th of the month. The outstanding figure will be paid once exact figures are known from verified operator returns.

The City Council will require all information produced in support of claims to be certified as accurate by a "responsible person".

The returns will be subject to periodic audit by the City Council or its nominated representatives. Bus operators will be expected to provide information reasonably required for this purpose.

The standard method of operator reimbursement will be the method used in the Reimbursement Calculator published by the Department for Transport*, in line with Department for Transport guidance on operator reimbursement**

Due to the current COVID-19 pandemic, Southampton City Council reserves the right to amend the scheme in line with any further DfT guidance released after the 1st December 2020. The Council will notify operators of any proposed changes with the correct notice period, as defined by the DfT.

Calculating reimbursement

Reimbursement for any period is the aggregate of the sum of Revenue Reimbursement (Net Revenue Foregone), Marginal Operating Costs, Marginal Capacity Costs, Peak Vehicle Requirement Costs and Scheme Administration Costs for the same period in respect of each service/route operated by each operator during that period.

Revenue Reimbursement

Under the standard method Revenue Reimbursement will be calculated for each operator as follows:

$$R = J \times F \times fr$$

Where:

R is Revenue Reimbursement

J is the validated number of eligible passenger journeys made starting in the scheme area

F is the average fare forgone

fr is the Reimbursement Factor which takes account of generated travel. This factor will be determined individually for each operator.

The validated number of passenger journeys will be the number of bus boardings recorded by the participating operator commencing from a boarding stage within the scheme area, checked and validated as necessary by the City Council or its agent.

The average fare forgone will be calculated using the DfT's Reimbursement Calculator. In line with DfT Guidance, it is intended that the "Discount Factor" method will be used for all operators except where any of the following criteria are met, in which case the "Basket of Fares" approach will be used:

- Operators with cash fares only
- Operators with only cash fares and weekly tickets
- Operators with no cash fares
- Operators with atypical ticket price combinations such that the daily ticket to average cash fare price ratio is greater than 5 (before or after degeneration)
- Operators with ticket price ratios such that the Discount Factor method would lead to the proportion of daily or period tickets to cash fare ticket sales being higher than the corresponding proportion for current fare paying passengers
- Where 60 per cent or more of an operator's concessionary passenger boardings (on services serving a TCA's area) are carried on buses where the average weekday daytime frequency (09.30 to 18.00) is one bus per hour or less

The Reimbursement Factor value for each individual operator will be calculated using the Department for Transport's Reimbursement Calculator. The DfT Reimbursement Calculator uses two Single Demand Curves – one for "PTE-like" areas and one for "non-PTE-like" areas. For concessionary journeys on routes that run wholly within the Southampton scheme area the appropriate Reimbursement Factor will be determined using the "PTE-like" Single Demand Curve. For concessionary journeys on routes that run across an administrative boundary from "PTE-like" into "non-PTE-like" areas (as defined by DfT Guidance), a proportion of concessionary journeys will be reimbursed using a Reimbursement Factor based on the "non-PTE-like" Single Demand Curve, with the remainder being reimbursed using a Reimbursement Factor based on the "PTE-like" Single Demand Curve. The appropriate proportions of concessionary journeys for the "PTE-like / non-PTElike" split will be estimated by the Council based on best available information on residency of concessionary passengers boarding the cross-boundary services within the scheme Principal Area. The default estimate is that half of such concessionary journeys will be reimbursed using a Reimbursement Factor based on the "non-PTE-like" Single Demand Curve, with the other half being reimbursed using a Reimbursement Factor based on the "PTE-like" Single Demand Curve."

The actual value of the Reimbursement Factor used for each operator is determined by the appropriate Single Demand Curve, together with the percentage change in average commercial fares (in real terms, taking account of inflation as measured by Government Consumer Price Index (CPI) figures) on the operator's routes that serve the scheme area between 2005-6 and 2021-22. This will be calculated by the City Council using the best available information, including data provided by the operator concerned. Care will be taken to use comparable data sets in calculating this change, to the extent possible. Where operator-specific data on the change in average commercial fares between 2005-6 and 2021-22 is not available, the City Council will use either: (a) a scheme-wide figure for average percentage change in commercial fares; or (b) the National Bus Index up to 2010-11 and the percentage change in average commercial fares between 2010-11 and 2021-22.

Marginal Operating Costs

Marginal Operating Costs will be calculated in accordance with the Department for Transport's Reimbursement Calculator. Each operator will receive Marginal Operating Costs for each generated concessionary journey. Marginal Operating Costs will be calculated in two parts for each operator; the "Fixed" and "Variable" elements, using the DfT Reimbursement Calculator. The "Fixed Element" of operating costs equates to £0.069 per generated concessionary journey (according to the latest DfT Calculator published November 2019). The "Variable Element" relates directly to the average concessionary journey length for an operator. The average journey length will be taken to be the default value in the DfT Reimbursement Calculator unless the City Council can determine an alternative value based on local evidence from the operator.

The number of generated journeys to be used in the calculation of the Marginal Operating Costs will be calculated as follows:

$$J_g = J \times (1 - fr)$$

Where: J_g is the number of generated journeys

J is the validated number of passenger journeys

fr is the Reimbursement Factor which takes account of generated travel, expressed as a decimal fraction.

Marginal Capacity Costs

Marginal Capacity Costs are the costs to a bus operator of necessarily providing increased capacity on a bus route to accommodate generated travel resulting from the concessionary travel scheme, by using the existing bus fleet more intensively through increased frequency. Marginal Capacity Costs payable are net of the estimated additional revenue generated from commercial journeys that arise from increased frequency.

It is recognised that a possible alternative response to the increase in demand from generated concessionary travel would be to increase seating capacity rather than increase frequency of service. However, the costs payable to operators making this operating choice will not exceed the net costs of increasing frequency (including revenue effects) of using existing buses, as set out below.

The City Council will adopt the Marginal Capacity Cost (MCC) calculator of the DfT Reimbursement Calculator for determining the level of Marginal Capacity Costs payable to each operator. This requires the following input parameters for each operator's network of services that serve Southampton:

- Average bus speed
- Mean vehicle occupancy
- Mean journey length
- Mean route length
- Commercial journeys (including adults, young people and children) as a percentage of total journeys
- Average commercial fare (including adults, young people and children) per journey

Where an operator can provide (in the reasonable judgement of the City Council) a properly evidenced full set of local inputs on all of these parameters, they will be used for calculating Marginal Capacity Costs due using the DfT MCC Calculator. Where an operator does not provide such a properly evidenced full set of local inputs on all these parameters, the set of default values contained within the DfT MCC calculator will be used for calculating Marginal Capacity Costs due to that operator.

Peak Vehicle Requirement Costs

The City Council recognises that in exceptional circumstances an operator may have to operate additional vehicles in the peak period due to generated concessionary travel. If an operator wishes to claim additional Peak Vehicle Requirement (PVR) Costs then the operator must supply data and analysis to support such a claim. If an operator wishes to submit a claim, the evidence that is required to be provided is set out in the DfT Guidance on reimbursing bus operators (as published in November 2019) at paragraphs 7.61 to 7.63. The calculation of any PVR costs due to an operator submitting a valid claim will follow the calculation process set out in the DfT Guidance on reimbursing bus operators (as published in November 2019) at paragraphs 7.64 to 7.74. Settlement of claims agreed as reasonable by the City Council will be made without undue delay.

Scheme Administration Costs

The City Council recognises that operators are subject to administration costs for which they should be reimbursed. These costs include publicity, ticketing, software changes and management time relating to special requests for information. The council will pay administration costs at a rate of £0.002 for each trip made under the scheme.

Operators claiming reimbursement from the scheme above a level of £10,000 per annum must have suitable, auditable, Electronic Ticket Machine (ETM) data that will be required each month, except in

circumstances that have been agreed with the Authority. Claims submitted with inadequate data may need to be validated through surveys. In these cases, the Scheme reserves the right to reclaim the cost of this validation.

Operators claiming reimbursement from the scheme above a level of £10,000 per annum must have ITSO-compliant smart readers with fully-functioning Class 2 messaging (including hot listing), and that are compatible with the Southampton HOPS, in active operation and must use the output of those readers to arrive at the claim. If smart readers are not in use or if they are not being used with full functionality as above, the Council reserves the right to make a proportionate deduction of 3% from the number of journeys claimed each month to account for the level of undetected fraudulent travel that is assumed to be taking place. The relevant reimbursement rate will be applied to the number of journeys after deduction unless the operator can provide verifiable evidence that all the journeys claimed for were made by holders of valid passes.

On request, the operator must make available historic boarding data for affected services; this will normally be in the form of unprocessed data from electronic ticket machine systems.

To enable the timely and efficient operation of the scheme and consideration of claims, claims should be submitted by the end of the calendar year to which they relate and relate to the preceding 12 months operation of the scheme. Additional claims submitted in accordance with the Limitation Act 1980 will be considered on a case by case basis.

Any challenge to any decision by the Authority in relation to any claim for additional capacity costs must be brought in accordance with the paragraph below headed "Operator Representations and Complaints".

Right to Survey

The City Council has the right to carry out surveys on vehicles on which concessions are given. Bus operators will be consulted as to how and when the survey will be carried out and operators will be given reasonable prior notice of the City Council's intention.

Variations

Southampton City Council reserves the right to vary the Scheme or to offer discretionary enhancements to the Scheme in accordance with the provisions of the Transport Act 1985 and any reimbursement arrangements relating to and forming part of the Scheme at any time in accordance with the provisions of the Acts, upon relevant Notice. Southampton City Council shall give 28 days notice in writing to Operators of any proposed variations or changes to the Scheme, save where changes relate to reimbursement arrangements in relation to which the Authority shall give 4 months notice of any proposed changes reimbursement arrangements, but the period of such notice may be shortened by mutual agreement or variations to the scheme required to give effect to a decision of the Secretary of State for Transport's determination of any application under the Transport Acts in relation to which the Authority shall give notice in writing to apply with immediate effect .

Evening Fares 2021/22

Southampton City Council will seek to support the commercial £1 Evening Fares to support the local economy recover from the Covid-19 pandemic. A variation to this scheme is being made to cover this temporary offer to the end of March 2022. Fare paying passengers refers to all those paying the

£1 fare between 1800 and 0000 on all journeys that start and finish within the Southampton scheme area. It does not cover Concessionary Fares as they are covered by the remainder of this scheme.

Calculating Reimbursement

Operators will submit weekly returns to the City Council for fare paying passengers between 1800 and 0000 weekdays between 6th September 2021 and 31st December 2021 then 31st March 2022.

Reimbursement for the period will be based on the fare passengers journeys made within Southampton carried to an agreed level of passengers set at the average level for four weeks before the introduction of the Evening Bus Fare on 19th July 2021. Fare passengers carried above this level will not be reimbursed.

Right of Participation

Notwithstanding the mandatory participation of Operators in accordance with the Transport Act 2000 and the Concessionary Bus Travel Act 2007, Southampton City Council may require and notify any Operator to participate in the Scheme or any variation of the Scheme in accordance with the Transport Act 1985, and such participation will commence not less than 28 days after receipt of such written notification. At the date of notification the Operator will be supplied with a copy of this Scheme and any Variations thereto.

Operator Representations and Complaints:

If an Operator in this Scheme wishes to make any representations in relation to this scheme or reimbursement under this scheme (including any challenge, complaint, concern or grievance in relation to the Scheme) such a representation should be made in writing to the Responsible Authority at the address set out above. Representations will be considered by the Council on their merits and without prejudice to the Operators rights of Appeal under the Acts. Operators also have the right to avail themselves of the Authority's Corporate Complaints Policy, details of which may be found on the Authority's website at www.southampton.gov.uk

Right of Appeal

Any Operator has a right of appeal to the Secretary of State against the terms of reimbursement of the Scheme under the Transport Acts 1985 and 2000 or against participation in any discretionary element of the Scheme under the Transport Act 1985 on the grounds that:-

- (a) There are special reasons why their company's participation in the scheme in respect of any of the services to which the notice applies would be inappropriate (under both the 2000 Act and the 1985 Act); or
- (b) Any provision of the scheme or of any of the scheme arrangements are inappropriate for application in relation to any operators who are not voluntarily participating in the scheme (1985 Act only).

Prior to making such an application, notice in writing must be given to the person and at the address specified under the 'Responsible Authority Heading above.

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Equality and Safety Impact Assessment

The **Public Sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be more efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people’s needs. The Council’s Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with Section 17 of the Crime and Disorder Act and will enable the Council to better understand the potential impact of proposals and consider mitigating action.

Name or Brief Description of Proposal	National Bus Strategy – Enhanced Partnerships & Bus Service Improvement Plan
Brief Service Profile (including number of customers)	
This ESIA support the report to approve the Bus Service Improvement Plan (BSIP) for Southampton. This is an Equalities Impact Assessment the BSIP.	
Summary of Impact and Issues	
<p>The National Bus Strategy sets out the objective to achieve modal shift to bus by providing exceptional service and reliability along with comfort and accessibility. An assessment was made of legislation available for bus partnerships from the Bus Services Act 2017, including the two legislative options of Enhanced Partnership and Franchising. In June 2021 Cabinet approved the approach to develop an Enhanced Partnership with local bus operators to improve bus services and grow patronage in Southampton.</p> <p>The first requirement of this is to prepare a BSIP which will set out the ambition, approach and objectives for buses in Southampton. Prepared jointly with the bus operators it sets out a vision that buses are a mode of choice built on reliability, green, inclusivity and partnership. With supporting ambitions that cover the bus network, journey times, making bus travel affordable, making buses easy to understand, integration, City centre, decarbonisation, passenger input and developing a Mass Transit System.</p> <p>This is an initial Equality Impact, and it has been decided that a full assessment is not required. There are no equality implications specifically in relation to the proposals in the report.</p>	
Potential Positive Impacts	
<p>The Bus Service Improvement Plan is seeking to introduce measures that are likely to help promote equality of opportunity for a number of protected groups – namely those who are more likely to be reliant on public transport and those who face increased barriers to using public transport.</p> <p>Measures include:</p> <ul style="list-style-type: none"> • Higher quality, accessible vehicles • Higher quality, RTI enabled stops/shelters, with raised boarding facilities • RTI/audio-visual information and free wi-fi on board • Enhanced information provision on board and in stops/shelters 	

<ul style="list-style-type: none"> • Faster services through the implementation of bus lane enforcement and bus priority • Cheaper and affordable ticket options for young people, families and groups • Zero emission buses • Capped fares so people get the best value fare and across all operators <p>The National Bus Strategy and current Connected Southampton 2040 highlights the important role that bus plays in addressing key strategic equality and inclusion challenges. Young people, BAME groups, disabled people and other protected groups, as well as lower socio-economic groups, are more likely to rely on the bus network to access education, employment and other opportunities. Affordable, accessible and well connected services are vital in ensuring these groups are not marginalised.</p>	
Responsible Service Manager	Pete Boustred, Head of Green City & Infrastructure
Date	27/09/2021
Approved by Senior Manager	Kate Martin, Executive Director Place
Date	

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	<p>Bus services in Southampton carry a high proportion of elderly and younger passengers, so the development of a strategy for public transport that is more reliable and frequent services sought through Connected Southampton would help improve access to key facilities (retail, health and education). Total concessionary bus journeys in Southampton (including senior citizen and disability passes) across four bus operators October 2019-September 2020 totalled 2,120,000, and there are currently 26,200 senior citizen bus passes issued in Southampton.</p> <p>The development of the Bus Service Improvement Plan will develop a network that can support older people. This help those living independent lives longer with Demand Responsive Transport in areas that may not be commercially viable for traditional bus services to get people to major healthcare facilities such as Southampton General Hospital.</p> <p>Young people will also benefit from better bus access for employment and education – particularly for NEETs - and a potential wider range of affordable bus ticketing options. They are more likely to use technology to access the bus and make use of more flexible tickets and pricing.</p>	Positive impacts

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Disability	<p>The BSIP will help improve travel options for those without the use of a car, (for example those with visual impairments or mobility or learning restrictions) have difficulty accessing some destinations.</p> <p>Total concessionary bus journeys in Southampton (including senior citizen and disability passes) across all bus operators Apr 2017-Mar 2018 totalled 4,385,932. There are currently 2,717 disability bus passes issued in Southampton.</p> <p>Mobility as a Service – the use of a portal (typically an app but this would need to be designed so it did not exclude those without access), to access and pay for transport services such as shared and public transport as required, as an alternative to private car ownership – offers opportunities to deliver better dial-a-ride provision for those with mobility impairments.</p> <p>Planned improvements to the public transport network with investment in the quality of services and any bus priority measures investment will improve reliability of services, enabling improved independence and access to services for people with disabilities. More than 60% of bus stops in the city already have shelters and raised kerbs, and the BSIP has the ambition to make all bus stops compliant as funding allows. All buses have next stop audio visual announcements.</p> <p>Infrastructure and behaviour changes schemes all have to incorporate measures to make it easier and safer for people with all forms of disability to access transport and travel around.</p>	Positive impacts
Gender Re-assignment	Not applicable	N/A
Marriage and Civil Partnership	Not applicable	N/A
Pregnancy and Maternity	<p>Improvements at bus stops and more space inside buses will help those with buggies. This will provide level access from bus stops. Space inside of the bus can be shared with wheelchairs and operators can be encouraged to provide specific space for unfolded buggies.</p> <p>Buses provide an option for new parents who may not have access to a car.</p>	Positive impacts

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Race	Those from a BAME background are more likely to rely on the bus network to access education, employment and other opportunities. Affordable, accessible, and well-connected services are vital in ensuring these groups are not excluded and marginalised.	N/A
Religion or Belief	Not applicable	N/A
Sex	Not applicable	N/A
Sexual Orientation	Not applicable	N/A
Community Safety	<p>The delivery of highway maintenance improvements, high quality cycle infrastructure through the Southampton Cycle Network, Active Travel Zones, public realm enhancements and road safety schemes will help improve perceptions about safety.</p> <p>The BSIP seeks to improve quality of bus information (via real time displays, e-ink, mobile phones and the web) and comprehensive campaigns. Increased information alongside ensuring that bus stops are located in places with good natural surveillance, which can improve feelings of personal security particularly after dark. Research for the DfT from 2004 indicated that around 50% of women and young people felt unsafe waiting at a bus stop after dark. All bus stops will be audited and funding is being sought to improve access and safety – lighting, visibility, safe route to and from the stop, and CCTV.</p> <p>A link is proposed between the buses and the Citywatch centre so that images can be used for any traffic or anti-social behaviour issues.</p>	Positive impacts
Poverty	<p>Improvements to bus services will help those in lower income areas of the city, parts of Southampton being among the top decile in England for deprivation and can suffer indirectly from some of the negative impacts of transport such as emissions and lack of access to a private car. They are more likely to rely on public transport to get around to work or health choices.</p> <p>A third of all households in Southampton do not have access to a car, those parts of Southampton that have low levels of car ownership are in the poorer communities. These areas tend to have higher levels of commuting to work by bus and a</p>	<p>Positive impacts</p> <p>To ensure that the measures don't impact negatively on a number of these groups it is important to ensure that ticketing options are broad, cash is still accepted, and pricing</p>

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	<p>greater reliance on bus for other trips (shops, leisure, education). 58% of people travelling on Shirley Road in the morning peak are doing so by bus.</p> <p>Proposed improvements to multi-modal ticketing and capped fares could offer benefits to people in low income areas, improving value for money of multi-leg journeys.</p> <p>Further roll out of cashless ticketing (contactless cards or m-tickets) may exclude individuals who rely on cash as a means of purchase. This can have an adverse impact on those who do not have access to a bank accounts (as small %) thus can't use debit/credit cards. Those from a low income background may not have enough funds in their bank accounts to reach a cap threshold, they will benefit from lower capped fares, but may rely on cash. Cash fares need to not penalise those who rely on cash.</p>	<p>remains consistent and common.</p>
Health & Wellbeing	<p>The planned delivery of improved public transport networks will help offer an alternative to driving, which will reduce congestion and air pollution. This will be through reducing congestion but also decarbonisation of the bus fleet with electric, or other</p>	<p>Positive impacts</p>
Other Significant Impacts		<p>Consultation with local communities at the individual project design stage will identify the needs of individuals or groups with relevant Protected Characteristics as defined in the Equalities Act 2010.</p>

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Equality and Safety Impact Assessment

The **Public Sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be more efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people’s needs. The Council’s Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with Section 17 of the Crime and Disorder Act and will enable the Council to better understand the potential impact of proposals and consider mitigating action.

Name or Brief Description of Proposal	£1 Evening Bus Fare Support
Brief Service Profile (including number of customers)	
This ESIA support the report to approve financial support for continuation of the £1 Evening Bus Fare offer in Southampton.	
Summary of Impact and Issues	
<p>The National Bus Strategy sets out the objective to achieve modal shift to bus by providing exceptional service and reliability along with comfort and accessibility. An assessment was made of legislation available for bus partnerships from the Bus Services Act 2017, including the two legislative options of Enhanced Partnership and Franchising. In June 2021 Cabinet approved the approach to develop an Enhanced Partnership with local bus operators to improve bus services and grow patronage in Southampton.</p> <p>The first requirement of this is to prepare a BSIP which will set out the ambition, approach and objectives for buses in Southampton. Prepared jointly with the bus operators it sets out a vision that buses are a mode of choice built on reliability, green, inclusivity and partnership. With supporting ambitions that cover the bus network, journey times, making bus travel affordable, making buses easy to understand, integration, City centre, decarbonisation, passenger input and developing a Mass Transit System.</p> <p>This is an initial Equality Impact, and it has been decided that a full assessment is not required. There are no equality implications specifically in relation to the proposals in the report.</p>	
Potential Positive Impacts	
<p>The Bus Service Improvement Plan is seeking to introduce measures that are likely to help promote equality of opportunity for a number of protected groups – namely those who are more likely to be reliant on public transport and those who face increased barriers to using public transport.</p> <p>Measures include:</p> <ul style="list-style-type: none"> • Higher quality, accessible vehicles • Higher quality, RTI enabled stops/shelters, with raised boarding facilities • RTI/audio-visual information and free wi-fi on board • Enhanced information provision on board and in stops/shelters 	

<ul style="list-style-type: none"> • Faster services through the implementation of bus lane enforcement and bus priority • Cheaper and affordable ticket options for young people, families and groups • Zero emission buses • Capped fares so people get the best value fare and across all operators <p>The National Bus Strategy and current Connected Southampton 2040 highlights the important role that bus plays in addressing key strategic equality and inclusion challenges. Young people, BAME groups, disabled people and other protected groups, as well as lower socio-economic groups, are more likely to rely on the bus network to access education, employment and other opportunities. Affordable, accessible and well connected services are vital in ensuring these groups are not marginalised.</p>	
Responsible Service Manager	Pete Boustred, Head of Green City & Infrastructure
Date	27/09/2021
Approved by Senior Manager	Kate Martin, Executive Director Place
Date	

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	<p>Bus services in Southampton carry a high proportion of elderly and younger passengers, so the development of a strategy for public transport that is more reliable and frequent services sought through Connected Southampton would help improve access to key facilities (retail, health and education). Total concessionary bus journeys in Southampton (including senior citizen and disability passes) across four bus operators October 2019-September 2020 totalled 2,120,000, and there are currently 26,200 senior citizen bus passes issued in Southampton.</p> <p>The development of the Bus Service Improvement Plan will develop a network that can support older people. This help those living independent lives longer with Demand Responsive Transport in areas that may not be commercially viable for traditional bus services to get people to major healthcare facilities such as Southampton General Hospital.</p> <p>Young people will also benefit from better bus access for employment and education – particularly for NEETs - and a potential wider range of affordable bus ticketing options. They are more likely to use technology to access the bus and make use of more flexible tickets and pricing.</p>	Positive impacts

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Disability	<p>The BSIP will help improve travel options for those without the use of a car, (for example those with visual impairments or mobility or learning restrictions) have difficulty accessing some destinations.</p> <p>Total concessionary bus journeys in Southampton (including senior citizen and disability passes) across all bus operators Apr 2017-Mar 2018 totalled 4,385,932. There are currently 2,717 disability bus passes issued in Southampton.</p> <p>Mobility as a Service – the use of a portal (typically an app but this would need to be designed so it did not exclude those without access), to access and pay for transport services such as shared and public transport as required, as an alternative to private car ownership – offers opportunities to deliver better dial-a-ride provision for those with mobility impairments.</p> <p>Planned improvements to the public transport network with investment in the quality of services and any bus priority measures investment will improve reliability of services, enabling improved independence and access to services for people with disabilities. More than 60% of bus stops in the city already have shelters and raised kerbs, and the BSIP has the ambition to make all bus stops compliant as funding allows. All buses have next stop audio visual announcements.</p> <p>Infrastructure and behaviour changes schemes all have to incorporate measures to make it easier and safer for people with all forms of disability to access transport and travel around.</p>	Positive impacts
Gender Re-assignment	Not applicable	N/A
Marriage and Civil Partnership	Not applicable	N/A
Pregnancy and Maternity	<p>Improvements at bus stops and more space inside buses will help those with buggies. This will provide level access from bus stops. Space inside of the bus can be shared with wheelchairs and operators can be encouraged to provide specific space for unfolded buggies.</p> <p>Buses provide an option for new parents who may not have access to a car.</p>	Positive impacts

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Race	Those from a BAME background are more likely to rely on the bus network to access education, employment and other opportunities. Affordable, accessible, and well-connected services are vital in ensuring these groups are not excluded and marginalised.	N/A
Religion or Belief	Not applicable	N/A
Sex	Not applicable	N/A
Sexual Orientation	Not applicable	N/A
Community Safety	<p>The delivery of highway maintenance improvements, high quality cycle infrastructure through the Southampton Cycle Network, Active Travel Zones, public realm enhancements and road safety schemes will help improve perceptions about safety.</p> <p>The BSIP seeks to improve quality of bus information (via real time displays, e-ink, mobile phones and the web) and comprehensive campaigns. Increased information alongside ensuring that bus stops are located in places with good natural surveillance, which can improve feelings of personal security particularly after dark. Research for the DfT from 2004 indicated that around 50% of women and young people felt unsafe waiting at a bus stop after dark. All bus stops will be audited and funding is being sought to improve access and safety – lighting, visibility, safe route to and from the stop, and CCTV.</p> <p>A link is proposed between the buses and the Citywatch centre so that images can be used for any traffic or anti-social behaviour issues.</p>	Positive impacts
Poverty	<p>Improvements to bus services will help those in lower income areas of the city, parts of Southampton being among the top decile in England for deprivation and can suffer indirectly from some of the negative impacts of transport such as emissions and lack of access to a private car. They are more likely to rely on public transport to get around to work or health choices.</p> <p>A third of all households in Southampton do not have access to a car, those parts of Southampton that have low levels of car ownership are in the poorer communities. These areas tend to have higher levels of commuting to work by bus and a</p>	<p>Positive impacts</p> <p>To ensure that the measures don't impact negatively on a number of these groups it is important to ensure that ticketing options are broad, cash is still accepted, and pricing</p>

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	<p>greater reliance on bus for other trips (shops, leisure, education). 58% of people travelling on Shirley Road in the morning peak are doing so by bus.</p> <p>Proposed improvements to multi-modal ticketing and capped fares could offer benefits to people in low income areas, improving value for money of multi-leg journeys.</p> <p>Further roll out of cashless ticketing (contactless cards or m-tickets) may exclude individuals who rely on cash as a means of purchase. This can have an adverse impact on those who do not have access to a bank accounts (as small %) thus can't use debit/credit cards. Those from a low income background may not have enough funds in their bank accounts to reach a cap threshold, they will benefit from lower capped fares, but may rely on cash. Cash fares need to not penalise those who rely on cash.</p>	<p>remains consistent and common.</p>
Health & Wellbeing	<p>The planned delivery of improved public transport networks will help offer an alternative to driving, which will reduce congestion and air pollution. This will be through reducing congestion but also decarbonisation of the bus fleet with electric, or other</p>	<p>Positive impacts</p>
Other Significant Impacts		<p>Consultation with local communities at the individual project design stage will identify the needs of individuals or groups with relevant Protected Characteristics as defined in the Equalities Act 2010.</p>

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