

Public Document Pack

Overview and Scrutiny Management Committee

Friday, 15th March, 2019
at 5.00 pm

PLEASE NOTE TIME OF MEETING

Council Chamber - Civic Centre

This meeting is open to the public

Members

Councillor P Baillie (Chair)
Councillor Fitzhenry
Councillor Furnell
Councillor Galton (Vice-Chair)
Councillor Harwood
Councillor Whitbread
Councillor Bell
Councillor Kataria
Councillor Mitchell

Appointed Members

Rob Sanders, Church of England
Catherine Hobbs, Roman Catholic Church
Vacancies

- Primary Parent Governor Representative;
and
- Secondary Parent Governor Representative

Contacts

Judy Cordell
Senior Democratic Support Officer
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Mark Pirnie
Scrutiny Manager
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PUBLIC INFORMATION

Overview and Scrutiny Management Committee

The Overview and Scrutiny Management Committee holds the Executive to account, exercises the call-in process, and sets and monitors standards for scrutiny. It formulates a programme of scrutiny inquiries and appoints Scrutiny Panels to undertake them. Members of the Executive cannot serve on this Committee.

Role of Overview and Scrutiny

Overview and Scrutiny includes the following three functions:

- Holding the Executive to account by questioning and evaluating the Executive's actions, both before and after decisions taken.
- Developing and reviewing Council policies, including the Policy Framework and Budget Strategy.
- Making reports and recommendations on any aspect of Council business and other matters that affect the City and its citizens.

Overview and Scrutiny can ask the Executive to reconsider a decision, but they do not have the power to change the decision themselves.

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.

The Southampton City Council Strategy (2016-2020) is a key document and sets out the four key outcomes that make up our vision.

- Southampton has strong and sustainable economic growth
- Children and young people get a good start in life
- People in Southampton live safe, healthy, independent lives
- Southampton is an attractive modern City, where people are proud to live and work

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.

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

Mobile Telephones:- Please switch your mobile telephones to silent whilst in the meeting

Fire Procedure:-

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

Access is available for disabled people. Please contact the Democratic Support Officer who will help to make any necessary arrangements.

Dates of Meetings: Municipal Year 2018/19

2018	2019
14 June	10 January
12 July	14 February
16 August	14 March
13 September	11 April
11 October	
15 November	
13 December	

CONDUCT OF MEETING

TERMS OF REFERENCE

The general role and terms of reference for the Overview and Scrutiny Management Committee, together with those for all Scrutiny Panels, are set out in Part 2 (Article 6) of the Council's Constitution, and their particular roles are set out in Part 4 (Overview and Scrutiny Procedure Rules – paragraph 5) of the Constitution.

RULES OF PROCEDURE

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

BUSINESS TO BE DISCUSSED

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

QUORUM

The minimum number of appointed Members required to be in attendance to hold the meeting is 4.

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.

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 AND CHANGES IN PANEL MEMBERSHIP (IF ANY)

To note any changes in membership of the Panel made in accordance with Council Procedure Rule 4.3.

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.

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

3 DECLARATIONS OF SCRUTINY INTEREST

Members are invited to declare any prior participation in any decision taken by a Committee, Sub-Committee, or Panel of the Council on the agenda and being scrutinised at this meeting.

4 DECLARATION OF PARTY POLITICAL WHIP

Members are invited to declare the application of any party political whip on any matter on the agenda and being scrutinised at this meeting.

5 STATEMENT FROM THE CHAIR

6 MINUTES OF THE PREVIOUS MEETING (INCLUDING MATTERS ARISING)

(Pages 1 - 2)

To approve and sign as a correct record the Minutes of the meetings held on 14th February, 2019 and to deal with any matters arising, attached.

7 FORWARD PLAN (Pages 3 - 84)

Report of the Director, Legal and Governance enabling the Overview and Scrutiny Management Committee to examine the content of the Forward Plan and to discuss issues of interest or concern with the Executive.

8 MONITORING SCRUTINY RECOMMENDATIONS TO THE EXECUTIVE

(Pages 85 - 92)

Report of the Director of Legal and Governance enabling the Overview and Scrutiny Management Committee to monitor and track progress on recommendations made to the Executive at previous meetings.

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SOUTHAMPTON CITY COUNCIL
OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE
MINUTES OF THE MEETING HELD ON 14 FEBRUARY 2019

Present: Councillors P Baillie (Chair), Fitzhenry, Furnell, Galton (Vice-Chair), Whitbread, Bell, Kataria, Mitchell and White (Except items 42 and 43)

Apologies: Councillor Harwood and Appointed Members Catherine Hobbs and Rob Sanders

Also in attendance: Councillor Shields, Cabinet Member for Community Wellbeing

39. **APOLOGIES AND CHANGES IN PANEL MEMBERSHIP (IF ANY)**

The Committee noted the apologies of Councillor Harwood and Appointed Members Catherine Hobbs and Rob Sanders. The Committee also noted that following receipt of the temporary resignation of Councillor Harwood from the Overview and Scrutiny Management Committee, the Director of Legal and Governance, acting under delegated powers, had appointed Councillor White to replace him for the purposes of the meeting.

40. **MINUTES OF THE PREVIOUS MEETING (INCLUDING MATTERS ARISING)**

RESOLVED that the minutes of the 10th January and 16th January (Special), 2019 Overview and Scrutiny Management Committee be approved and signed as a correct record.

41. **THE FUTURE OF GLEN LEE AND HOLCROFT HOUSE RESIDENTIAL CARE HOMES**

The Committee received the report of the Cabinet Member for Adult Care relating to the future of Glen Lee and Holcroft House Residential Care Homes.

Councillor Fielker, Cabinet Member for Adult Care was in attendance and with the consent of the Chair addressed the Committee.

RESOLVED:

- i) That, subject to the Cabinet decision in June 2019, the Committee reviews the performance of the Council's residential care home(s), including occupancy level, staff sickness rates and financial performance, before the end of April 2020.
- ii) That, to keep the Committee updated on progress, they received staff sickness levels at Holcroft House and Glen Lee prior to the Cabinet decision in June 2019. The Committee were made aware that the Governance Committee were also engaged in a review of sickness levels across the Authority and that the information they required would form part of this report.

42. **REDUCING DRUG RELATED LITTER – PROGRESS REPORT**

The Committee received and noted the progress made in implementing the recommendations from the Reducing Drug Related Litter in Southampton Scrutiny Inquiry.

43. **MONITORING SCRUTINY RECOMMENDATIONS TO THE EXECUTIVE**

The Committee received and noted the report of the Director of Legal and Governance detailing the actions of the Executive and monitoring progress of the recommendations of the Committee.

Agenda Item 7

DECISION-MAKER:		OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE	
SUBJECT:		FORWARD PLAN	
DATE OF DECISION:		15 MARCH 2019	
REPORT OF:		DIRECTOR - LEGAL AND GOVERNANCE	
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Mark Pirnie	Tel: 023 8083 3886
	E-mail:	Mark.pirnie@southampton.gov.uk	
Director	Name:	Richard Ivory	Tel: 023 8083 2794
	E-mail:	Richard.ivory@southampton.gov.uk	
STATEMENT OF CONFIDENTIALITY			
BRIEF SUMMARY			
This item enables the Overview and Scrutiny Management Committee (OSMC) to examine the content of the Forward Plan and to discuss issues of interest or concern with the Executive to ensure that forthcoming decisions made by the Executive benefit local residents.			
RECOMMENDATIONS:			
	(i)	That the Committee discuss the items listed in paragraph 3 of the report to highlight any matters which Members feel should be taken into account by the Executive when reaching a decision.	
REASONS FOR REPORT RECOMMENDATIONS			
1.	To enable Members to identify any matters which they feel Cabinet should take into account when reaching a decision.		
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED			
2.	None.		
DETAIL (Including consultation carried out)			
3.	The Forward Plan for the period up to September 2019 has been published. The following issues were identified for discussion with the Decision Maker:		
	Portfolio	Decision	Requested By
	Aspiration, Schools & Lifelong Learning	Education Capital Programme	Cllr Baillie
	Aspiration, Schools & Lifelong Learning	Home to School Transport and Post-16 Travel Arrangements Policy	Cllr Baillie
	Green City	A Green City Charter for Southampton	Cllr Baillie

	Green City	A Revised Clean Air Strategy for Southampton City Council	Cllr Baillie
4.	Briefing papers responding to the items identified by members of the Committee are appended to this report. Members are invited to use the papers to explore the issues with the decision maker.		
RESOURCE IMPLICATIONS			
<u>Capital/Revenue</u>			
5.	The details for the items identified in paragraphs 3 are set out in the Executive decision making report issued prior to the decision being taken.		
<u>Property/Other</u>			
6.	The details for the items identified in paragraphs 3 are set out in the Executive decision making report issued prior to the decision being taken.		
LEGAL IMPLICATIONS			
<u>Statutory power to undertake proposals in the report:</u>			
7.	The details for the items identified in paragraphs 3 are set out in the Executive decision making report issued prior to the decision being taken.		
8.	The duty to undertake overview and scrutiny is set out in Part 1A Section 9 of the Local Government Act 2000.		
<u>Other Legal Implications:</u>			
9.	None		
RISK MANAGEMENT IMPLICATIONS			
10.	The details for the items identified in paragraphs 3 are set out in the Executive decision making report issued prior to the decision being taken.		
POLICY FRAMEWORK IMPLICATIONS			
11.	The details for the items identified in paragraphs 3 are set out in the Executive decision making report issued prior to the decision being taken.		
KEY DECISION		No	
WARDS/COMMUNITIES AFFECTED:		None directly as a result of this report	
<u>SUPPORTING DOCUMENTATION</u>			
Appendices			
1.	Briefing Paper – Education Capital Programme		
2.	Briefing Paper – Home to School Transport & Post-16 Travel Arrangements		
3.	Briefing Paper – Green City Charter		
4.	Briefing Paper – A Revised Clean Air Strategy for Southampton City Council		
Documents In Members' Rooms			
1.	None		

Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessments (ESIA) to be carried out?	Identified in Executive report
Data Protection Impact Assessment	
Data Protection Impact Assessment Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out?	Identified in Executive report
Other Background Documents - Equality Impact Assessment and Other Background documents available for inspection at:	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	None

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SUBJECT: EDUCATION CAPITAL PROGRAMME
DATE: 15 MARCH 2019
RECIPIENT: OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

THIS IS NOT A DECISION PAPER

SUMMARY:

This report, which is to be published on March 11 2019 will be presented to Cabinet on 19 March 2019 for decision.

The report provides an update on the Education Capital Programme (Secondary Expansion) having now completed both the public and statutory consultation for the new All-Through School on the site at St. Mark's C of E Primary School.

The report also provides an updated programme setting out the capital works required to increase capacity at Cantell School (1FE 150 places), Regents Park (1FE 150 places) and St. George Catholic College, (1 FE 150) places. Capital exists within the programme for further expansion of schools to provide an additional 150 places.

BACKGROUND and BRIEFING DETAILS:

1. **Chamberlayne College for the Arts.** An £8m scheme has been progressed to RIBA Stage 1. The proposals include for the refurbishment of the main teaching block; the construction of a Multi-Use Games area, (MUGA) and general landscaping of the site. Completion September 2021.
2. **St. Mark's All-Through School.** A scheme for the construction of an all-through school has now completed RIBA Stage 1 (Feasibility) and work is underway on RIBA Stage 2 (Concept Design). The overall budget for the scheme including all contingencies is £39.8m. Completion September 2022. Public and Statutory Consultation (Prescribed Alterations to Mainstream Schools Regulations 2013) for St. Mark's All-Through School have now completed.
3. **St. Mark's Public Consultation.** The public consultation was held between November 19th 2018 and January 18th 2019. There were three well attended consultation events held at the school and an on-line questionnaire the key results are summarised below.

General Proposals for the All-Through School. The results from the questionnaire indicate 65% of the respondents either Strongly Agreed or Agreed with the vision for an All-Through School on the St. Marks C of E Primary School site. Twelve respondents indicated they were neutral this represents **13%** of the respondents and **23%** of the respondents indicated they either Disagreed or Strongly Disagreed.

Civil Service Playing Fields. The proposals not to build on the Civil Service Playing Fields have been well received and **83%** of the respondents stated that the

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development and enhancement of the Civil Service Playing Fields as part of the proposals is either Important or Very Important.

Traffic, Transport and Access. Twenty respondents **21%** expressed concerns relating to the increase in traffic on Shirley Road and Pick-up and Drop-off times and local residents expressed concerns about parking and congestion in nearby streets. Sixty-one of the ninety-four respondents **65%** stated they were local residents. Fifteen respondents **16%** indicated they had concerns with the low numbers of car park spaces on site.

4. **St. Mark's All-Through School** (Prescribed Alterations to Maintained Schools Regulations 2013). Within the Regulations the Governing Body of St. Mark's C of E School are the Proposer and Southampton City Council are the Decision Maker. The statutory four week Representation Period took place between Friday January 18th 2019 and Friday February 15th 2019. During this time frame the Governors received two representations. The first was in support of the proposals for an all-through school. The second representation raised concerns relating to traffic and transport. Governors have approved the proposals to extend the age range at St. Mark's C of E Primary school to form St. Mark's All-through school. The recommendation to Cabinet is to formally extend the Age Range of St. Mark's C of E Primary School to 4 – 16 Years.
5. **St. George Catholic College.** A scheme is proposed to upgrade existing facilities on site in order to bring the school site accommodation up to standard for a six form (6FE) school. The scope of the works include the provision of a new dining hall; upgrading the library, improved staff facilities, modular accommodation, improvement to offices and toilet configuration. Cost £2.6m. Completion September 2021.
6. **Cantell School.** A scheme is proposed to improve dining facilities a, landscaping and outdoor spaces. This will upgrade facilities at the school to accommodate 8FE. The scheme will create additional classroom space by infilling the undercroft area adjacent to the student entrance and reconfigure several areas to provide additional dining facilities and an additional ICT classroom. Cost £1.2m. Completion September 2020.

RESOURCE/POLICY/FINANCIAL/LEGAL IMPLICATIONS:

Financial

7. The Education Capital Programme was added to Education and Children's Services capital programme in February 2018 and totalled £67.45M.
8. The Service Director – Finance & Commercialisation has delegated authority to vary the Secondary School Expansion scheme within the Education Capital Programme in response to any change in requirements around the specification of the projects following consultation within the approved overall funding of the scheme. Any change in the overall value of the scheme will be reported to Cabinet and Council as relevant when the final scheme has been designed and costed.

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9. The Department for Education, (DfE) have confirmed that the Net Capacity Assessment, (NCA) for Cantell School has been re-assessed at 1184 this is down from 1400 places. As a consequence the LA will receive through the Basic Needs Allocation for an additional 216 places, (circa £4.16m).
10. The overall Education Capital Programme (Secondary Expansion) profile remains within the £48.86m approved by Cabinet in July 2018.

Property / Other

11. This information is outlined in the Cabinet report.

Legal

12. There is a statutory duty placed on local authorities to provide sufficient school places as set out in s.14(1) of the Education Act 1996.
13. Full details of the legal implications are detailed in the Cabinet report.

Risk Management Implications

14. A full time Programme Manager will be required to oversee the outcomes from the programme; along with Programme Management Office, (PMO) support; Communications, Legal and Finance support.
Programme Management methodology will directed by the PMO.
A Programme Board will meet monthly and will receive full project budget reports and highlight reports for all projects in order to continuously manage and monitor the risks associated with costs and timescales throughout the programme. Representation on the Board shall be at Service Lead level.
15. Risks will be captured in a risk and issue log and will be continuously monitored and evaluated by the Programme Board throughout the programme. All risks will have a unique ID, an owner and detailed mitigation strategies to either minimise the impact of the risk or eradicate it is practicable. The collective and continuous management of risk by the Programme Board ensures optimistic bias is addressed and provides a robust strategy.
16. Further Details are provided in the Cabinet report.

Policy

17. This information is outlined in the Cabinet report.

Appendices/Supporting Information:

Report and appendices to be published on 11 March 2019

Further Information Available From: **Name:** Paul Atkins, Education Capital Programme Manager
Tel: 07595 636744
E-mail: paul.atkins@southampton.gov.uk

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SUBJECT: HOME TO SCHOOL TRANSPORT AND POST-16 TRAVEL ARRANGEMENTS POLICY
DATE: 15 MARCH 2019
RECIPIENT: OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

THIS IS NOT A DECISION PAPER

SUMMARY:

Southampton City Council has a legislative duty to make arrangements for home to school travel assistance for eligible children and young people, as set out in the Education Acts and statutory guidance. The travel assistance offer for eligible children and young people is currently set out in the “Southampton City Council Home to School, and Post-16, Transport Policy 2018/19 Academic Year”.

Demand for transport assistance under this policy has steadily increased since 2013, creating an increasing pressure on the budget for this service, and the council recognise that demand will continue to increase in future. This prompted a review of the policy, in order to identify opportunities to manage demand and pressures on the service.

Following this review the council published a proposed policy and consultation was undertaken between 27 September 2018 and 19 December 2018. Following careful consideration of the representations made in the consultation, the draft policy has been reviewed and updated with the following proposed changes as a result of the responses received:

1) Changes to the policy for early years (under the age of 5), and Rosewood/Cedar School pupils

- The policy has been updated to clarify that all children attending specialist early years provision with an Education, Health and Care Plan (EHCP) or through agreement for an Education Health and Care assessment, will be considered for travel assistance on a case by case basis.

2) Changes to the policy for young people aged 16 – 19

- It is proposed that the contribution of £600 with a reduced rate or £495 for low income families is not introduced. No charge will be made to those in receipt of travel assistance attending an education setting aged 16-19.

3) Clarification of the provisions and assistance for children and young people with Special Educational Needs and/or Disabilities (SEND)

- For children under the age of 5 attending school in a Reception Class, the proposed policy has been updated to remove the requirement for children to be attending school full time.

The Cabinet paper presents the updated draft policy for approval following amendments in response to the feedback as part of the consultation.

BACKGROUND and BRIEFING DETAILS:

1.	Southampton City Council has a legislative duty to make arrangements for home to school travel assistance for eligible children and young people, as set out in the Education Acts and statutory guidance. The statutory entitlements for travel
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	assistance differ depending on the age and circumstances of the child or young person, and for some categories the council has discretion with regards the offer.
2.	The home to school transport budget has seen significant pressures since the enactment of the SEND Reforms, which is covered by Section 3 of the Children and Families Act 2014 and the SEND Code of Practice 2015. Increase in expenditure in this area has grown from £1.87m in 2013/14 (pre reforms) to a forecast spend of £3.47m in 18/19. This represents a continuing upward trajectory, rising from £2.40m and £2.79m in 2016/17 and 2017/18 respectively.
3.	Whilst the home to school transport policy covers several groups of eligible children, young people with SEND are the primary client group and represent the greatest driver in increasing demand for services in this area.
4.	A detailed review of the current home to school transport policy and delivery of home to school transport assistance for children and young people with SEND was carried out between October 2017 and August 2018. This review identified that the council's current home to school transport policy is unclear and difficult to follow, especially in relation to SEND, and that there are areas of policy where Southampton City Council is currently offering travel assistance in excess of the statutory duties. This review led to a formal consultation that proposed to make changes to the policy in 5 key areas.
Consultation and engagement	
5.	A formal 12 week consultation was carried out between 21 September 2018 and 19 December 2018. The consultation covered five key areas: <ol style="list-style-type: none"> 1) Changes to the policy for early years under the age of 5 2) The clarification of the policy generally (for school aged pupils) 3) Changes to the policy for young people aged 16 – 19 4) Clarification of the provisions and assistance for children and young people with Special Educational Needs and/or Disabilities (SEND). 5) Clarification of the use of independent travel trainers
6.	The following policy proposals were consulted on: <p>1) Changes to the policy for early years (under the age of 5), and Rosewood/Cedar School pupils</p> <p>We proposed to remove automatic entitlement for pupils from the age of 2 attending Rosewood School, The Cedar School and the Early Learning Group, in line with statutory guidance.</p> <p>2) Changes to the policy for young people aged 16 – 19</p> <p>We proposed to introduce a contribution for young people in receipt of home to school travel assistance in this age category. The proposed charge was for £600 per annum, with a reduced rate of £495 for those families on low income.</p> <p>3) Clarification of the provisions and assistance for children and young people with Special Educational Needs and/or Disabilities (SEND)</p> <p>We proposed to introduce a standalone section of the policy so that parents and carers of children and SEND can more easily understand their entitlement.</p> <p>4) Clarification of the use of independent travel trainers</p>

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	<p>We proposed to increase the number of travel trainers to enable a greater number of young people to develop independence to travel independently, achieving better outcomes in preparation for adult life.</p> <p>5) The clarification of the policy generally.</p> <p>We simplified both the information and format of the information in the proposed policy.</p>
7.	<p>The consultation was promoted in the following ways:</p> <ul style="list-style-type: none"> • A link to the consultation questionnaire and full Cabinet paper was included on the consultation section of the council website. A shortened link was created www.southampton.gov.uk/HTST to direct people to the webpage more easily. • A news release was sent to the local media and councillors • Stay connected e-alert: City News (7000 subscribers) – 05/10/18 • The consultation (with a link to the webpage) was promoted in several Facebook and Twitter posts throughout the consultation period.
8.	<p>The Parent/Carer Forum, as the council’s formal mechanism for engaging with parents and carers of children and young people with SEND, was used as one of the main routes of promoting the consultation. Information about the consultation was also sent to all SENCOs (Special Educational Needs Coordinating Officers), to all 75 schools in Southampton, to the voluntary sector through local SEND charities e.g. Mencap and Rose Road, and to all special schools who have featured in newsletters or printed and shared with families as well as hosting the face to face events.</p>
9.	<p>Letters were sent to all families of children and young people who will fall into the 16-18 age bracket in September 2019 as it was accepted that the recommended proposals for post 16 were likely to have the most significant impact so we wanted to ensure that every effort was made to seek the views of this group.</p>
10.	<p>A total of four face to face consultation sessions were also held. They were held on different days of the week and times of the day at four special schools across the city. The sessions consisted of a presentation giving the background, information about the engagement work with the Parent/Carer Forum and details of the proposals. The sessions were then opened up for comments and questions from attendees.</p>
	<p>Consultation considerations</p>
11.	<p>Overall, there were 127 separate written responses to the consultation. A report covering all the responses is attached as Appendix 3 to the Cabinet report. A summary of the feedback received is outlined below:</p> <p>1) Changes to the policy for early years (under the age of 5), and Rosewood/Cedar School pupils</p> <ul style="list-style-type: none"> • 31% of respondents agreed or strongly agreed to the proposal of changes for under 5’s. 15% neither agreed nor disagreed and 53% disagreed or strongly disagreed. • Some respondents felt that children attending certain special schools should receive an automatic entitlement to home to school travel assistance, due to a child’s SEND needs.

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- Some respondents felt that the assessment for children under the age of 5 with SEND linked to the 'exceptional circumstances' criteria was not clearly explained within the draft policy, and would amount to a level of confusion.
- The proposed policy is needs led system, rather than an automatic entitlement linked to the school. This means that the entitlement is linked to the child's needs rather than the placement, futureproofing the policy against future changes to provision intakes, as well as ensuring that the policy is fair and equal in its treatment of all children.
- However, the council recognises concerns from respondents so have proposed an amendment that explicitly states entitlement linked to EHCPs meaning that all children in this age group will be assessed for entitlement.

2) Changes to the policy for young people aged 16 – 19

- 75% of respondents disagreed or strongly disagreed with the proposed changes to the policy for young people aged 16-19. The concerns were all linked to the proposed implementation of up to a £600 annual contribution charge for this group. 80% of respondents to this area of the proposals stated that there would be a negative impact to them, their family or community, if these changes were to be implemented.
- The charging proposals for this group attracted significant feedback, with families concerned about the affordability of the proposal, the cumulative impact of benefit reforms, such as families on Universal Credit, and confusion over why their young person would be eligible again for free travel assistance when their young person turns 19 and is enrolled in adult education.
- Following careful consideration of the representations made in the consultation, the council acknowledges that that the proposed reduced rate of £495 for families on low incomes did not go far enough to make the proposed charges affordable for families.
- New guidance was published in February 2019 by the Department for Education highlights that whilst the Local Authority has jurisdiction to charge a contribution for travel assistance to education settings for this age group, it would be best practice to waive the charge for any young person who is likely to qualify for free travel assistance to adult education post 19.
- A further review was undertaken to consider the cost/benefit position relating to the implementation of this proposal. The financial benefit of the initial proposal did not cover the actual delivery costs of home to school travel assistance for 16-19 year olds, with the contributory charge of up to £600 per annum representing only 8% of the average cost of a travel package only.
- The cost/benefit analysis further took into account the need to consider reducing the charge for those on low incomes (in response to feedback received) and potentially waiving charges altogether for those young people who are likely to qualify for free assistance post 19 in line with the new best practice guidance published by the government.
- When taking into consideration staffing costs, administration costs the overall income projection from the introduction of charges in line with the proposed

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	<p>policy would be limited and it is felt that this is not in the best interests of service users and the council to introduce this charge.</p> <ul style="list-style-type: none"> • The amended version of the proposed policy therefore removes the introduction of a contributory charge for travel assistance for students aged 16-19. <p>3) Clarification of the provisions and assistance for children and young people with Special Educational Needs and/or Disabilities (SEND)</p> <ul style="list-style-type: none"> • 59% of respondents agreed or strongly agreed to the proposed changes to the policy that would offer clarification of the provisions and assistance for children and young people with SEND. 28% neither agreed nor disagreed and 13% disagreed or strongly disagreed. • Some respondents felt that children attending certain special schools should receive an automatic entitlement to home to school travel assistance, due to a child's SEND needs. However, as clarified under point 1, the proposed policy is needs led system, rather than an automatic entitlement linked to the school. • The draft policy stated that "Children aged under 5 attending school full time in a Reception class will be considered to be of statutory school age for the purpose of this policy". Some consultation respondents raised concerns about children attending a reception class on a part time basis. We are proposing to remove the 'full time' requirement so that any child attending a reception class will be considered statutory school age. <p>4) Clarification of the use of independent travel trainers</p> <ul style="list-style-type: none"> • 56% of respondents agreed or strongly agreed with the proposed changes to the policy for the clarification of the use of independent travel trainers. 21% neither agreed nor disagreed and 24% disagreed or strongly disagreed. • Some respondents raised concerns that some children may not be able to cope with independent travel, due to their complex needs. The policy will ensure that each child will be assessed for the suitability of independent travel training on a case by case basis. • There are no proposed changes to this part of the policy. <p>5) The clarification of the policy generally</p> <ul style="list-style-type: none"> • 65% of respondents agreed or strongly agreed to the statement that the draft policy is easy to understand. 23% neither agreed nor disagreed and 12% disagreed or strongly disagreed.
12.	The main changes to the policy are relating to the removal of the charging policy for young people in receipt of home to school travel assistance accessing further education, aged 16-19.
13.	The Service continues to have a current and projected overspend, but the introduction of this charge is not considered the best way to address this after the cost/benefit analysis. The council will continue to meet its statutory duty in the most effective and efficient way possible, taking into account each individual's needs.

RESOURCE IMPLICATIONS

Capital/Revenue

14. The table below shows the updated savings and expenditure, taking into account the impact of the revised policy on the proposed savings.

	2018/19	2019/20	2020/21	2021/22
	£000	£000	£000	£000
<u>Costs</u>				
Clarification of SEND home to school transport	0	312	312	312
Two Trainers for independent travel training	0	40	40	40
Total Cost	0	352	352	352
<u>Savings</u>				
Remove automatic entitlement to HTST for Cedar & Rosewood schools & Early Learning Group) for pupils aged 2 – 5 based on 15 pupils	0	(20)	(20)	(20)
Apply flat rate contribution charging for 16 - 19 year olds	0	0	0	0
Independent travel training	0	(210)	(210)	(210)
Total Savings	0	(230)	(230)	(230)
Net cost	0	122	122	122

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the Cabinet report:

15. Southampton City Council has a duty to make arrangements for home to school travel assistance for eligible children as covered in Sections 444, 508A, 508B, 508C, 508D, 509AD and Schedule 35B of the Education Act 1996 (the Act), as inserted by Part 6 of the Education and Inspections Act 2006 (the EIA 2006). The council has also duties with regards to post-16 learners under section 509AA(2), (3) and (7)(a) of the Education Act 1996 and with regards to post-19 learners under section 508F of the Education Act 1996.
16. The proposals are designed to meet the LA's statutory duties as outlined in Sections 444, 508A, 508B, 508C, 508D, 509AD and Schedule 35B of the Education Act 1996 (the Act), as inserted by Part 6 of the Education and Inspections Act 2006 (the EIA 2006).

Other Legal Implications

17. Cabinet must give genuine and conscientious consideration of the consultation feedback and representations and take them into account before making its final decision. In order to ensure this takes place, consultation has been carried out in accordance with national guidelines in order to form a material consideration for Cabinet.
18. The proposals are wholly consistent with and take into account the Equality Act 2010 and the 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. A detailed Equality Impact Assessment with mitigation and remediation measures is included with this report and will be reviewed and updated throughout the consultation in order to inform the Council's final decision on this matter.
RISK MANAGEMENT IMPLICATIONS:	
20.	The proposal to implement the policy will, in the worst case scenario, represent a financial risk of up to £122K. This is in the context of an existing and projected overspend for the service. The current budget 2018/19 is £2.18M, with a projected overspend in 2018/19 of £1.3M due to increasing demand.
21.	The level of cost is uncertain, estimated at £122K dependent on the number of additional applications received due to the clarification of the SEND offer in the policy. Over time, this potential cost may be offset by savings generated by increasing numbers of young people travelling independent post 16, following an increase in independent travel training. Further work is being undertaken to explore increasing specialist educational provision for SEND within the city to reduce the dependency on high cost out of city provision (and therefore travel costs to suitable provision).
22.	The council will continue to meet its statutory duty in the most effective and efficient way possible, taking into account each individual's needs.
POLICY FRAMEWORK IMPLICATIONS	
23.	The draft policy will support the delivery of the Council Strategy 2016-2020 outcome 'children and young people get a good start in life'.

Appendices/Supporting Information:

Annex 1 Draft new proposed home to school transport and post 16 travel arrangements policy

Annex 2 Equality and Safety Impact Assessment

Further Information Available From:

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Southampton City Council
Draft Home to School Transport &
Post-16 Travel Arrangements Policy
2019-20

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Introduction

- I. This policy sets out Southampton City Council's approach to the operation of home to school transport in Southampton. It sets out the council's statutory requirements along with local policy. The legal responsibility for ensuring a child's attendance at school rests with the child's parent or carer. Parents and carers are generally expected to provide travel arrangements for their child to travel to and from school.
- II. The purpose of this policy is to set out the framework within which Southampton City Council will deliver its statutory responsibilities to provide travel assistance for eligible children under the Education Acts 1996 and 2011, and the Equality Act 2010.
- III. This policy replaces Southampton City Council's previous Children's Services and Learning Home to School, and Post-16, Transport Policy for the 2018/19 academic year.
- IV. This policy applies to children and young people whose permanent home address is within the administrative boundaries of Southampton City Council. Children and young people studying in but not resident in Southampton should refer to the relevant transport policies issued by the local authority in their resident area.

Legislative Context and other Related Documents

- V. This policy takes into account how Southampton City Council will deliver its statutory duties to provide transport as set out in the Education Acts, which outline the categories of children and young people of statutory school age (age 5-16) who are eligible for local authority funded transport assistance.
- VI. It also fulfils the requirements of Section 509 of the Education Act 1996 as amended by the Education Act 2002 and the Apprenticeships, Skills, Children and Learnings Act 2009 in relation to post-16 learners.
- VII. This policy takes in account the requirements of the Equality Act 2010.
- VIII. This policy also reflects the requirements set out in:
 - Department of Education's Home to School Travel and Transport Guidance, July 2014
 - Department of Education's Post 16 Transport to Education and Training October 2017 statutory guidance for local authorities
 - Part 5 of the Transport Act 1985

1. Transport Assistance (Early Years – Age 16)

Early Years Transport Assistance

- 1.1. Southampton City Council has a duty under the Education Acts 1996 and 2011 to provide free of charge travel assistance for 'eligible children' of compulsory school age. There is no legal entitlement to transport support to and from a school or early year's provision setting for children below statutory school age.
- 1.2. In most cases, transport will not be available under this policy for children travelling to nurseries or other Early Years settings for children who are below statutory school age.
- 1.3. Children attending specialist early years provision with an Education Health and Care Plan (EHCP) or through agreement for an Education Health and Care assessment, will be considered for travel assistance on a case by case basis.
- 1.4. Where travel assistance agreed by Southampton City Council, the parent or carer may be expected (where reasonable and appropriate) to accompany their child/children whilst they are travelling and make arrangement for their return journeys.

Statutory School Age (Primary and Secondary)

- 1.5. Children of statutory school age attending the nearest suitable school are eligible for free of charge travel assistance where the nearest appropriate school is:
 - A distance of more than 2 miles if the child is below the age of 8
 - A distance of more than 3 miles if the child is over the age of 8
- 1.6. Children aged under 5 attending school in a Reception class will be considered to be of statutory school age for the purpose of this policy and therefore qualify for transport provision if meeting the eligibility criteria set out in this section.
- 1.7. Children will be eligible for travel assistance under 'extended rights' where the pupil is entitled to free schools meals, or their parents are in receipt of the maximum level of Working Tax Credit or Universal Credit (with an earned income of no more than £7,400) and;
 - The nearest suitable school is beyond 2 miles (for children over the age of 8 and under 11);
 - The school is between 2 and 6 miles (if aged 11-16 and there are not three or more suitable nearer schools);
 - The school is between 2 and 15 miles and is the nearest school preferred on the grounds of religion or belief (aged 11-16).
- 1.8. Travel assistance will be provided if the nearest appropriate school is measured as being nearer than the eligibility distance but the child cannot be reasonably expected to walk because the nature of the route is deemed unsafe to walk, as agreed by Southampton City Council.

- 1.9. Assessment for travel assistance will be determined once a school place has been allocated by Southampton City Council at a suitable school. Where the child is not attending their designated catchment or nearer school, and do not meet the extended rights criteria, the child will not normally be entitled to transport assistance.
- 1.10. For some students living within the Southampton City boundary, one of the three nearest schools may be situated outside of the Southampton City boundary. Southampton City Council will consider transport to a neighbouring Local Authority school, if it is one of the three nearest to the student's home address. However, if a parent/carer wishes to send their child to a school within the Southampton City Council boundary, only the three nearest schools within Southampton will be considered as the nearest three schools.
- 1.11. Children who are not eligible for travel assistance provision under the eligibility set out in this section may qualify under the 'Exceptional Circumstances Criteria' (see section 3).

Parents with a Disability

- 1.12. Where a child lives within walking distance of the nearest qualifying school (or designated school if it is not the nearest) but the route to school relies on parent/carer with a disability accompanying that child for it to be considered safe, and the parent/carer's disability prevents them from doing so, the child will be eligible for transport free of charge. This will be determined on a case by case basis, with medical evidence of the parent's disability being confirmed.

Special Educational Needs and Disabilities

- 1.13. Southampton City Council will provide transport assistance for all children of statutory school age who cannot be expected to walk to school or travel independently by reason of their Special Educational Need and/or Disability (SEND), to the nearest most appropriate school based on their needs.
- 1.14. Transport Assistance will be provided to and from the child's nearest most appropriate school. The nearest appropriate school will be set out in the child's Education, Health and Care Plan (EHCP), taking into account the age, ability and aptitude of the child (including any special educational needs). Children with an EHCP will be assessed on an individual basis and travel assistance will be provided where appropriate based on a child's level of need, and will be reviewed in line with the statutory review process.
- 1.15. The appropriate transport provision will be determined by the Special Educational Needs and Disabilities team, taking into account information and advice from relevant professionals, and any information that is recorded in a child's Education, Health and Care Plan, as well as an assessment for independent travel training.

2. Post-16 Statement for Students in Further Education and Continuing Learners

- 2.1. Southampton City Council has a duty to publish an annual post-16 transport policy statement specifying the arrangements for the provision of transport so that students who live in Southampton of sixth form age are able to access the education and training of their choice. Within Southampton, we have assessed the need for young people with SEND, and other potentially eligible groups should apply under the Exceptional Circumstances Criteria.

Support provided by local education and training providers

- 2.2. Discounts and concessionary fares may be available to learners through individual education and training providers. Details of schemes available through local providers (within Southampton and neighbouring areas) are available in Appendix 2.

Support provided by Southampton City Council

- 2.3. Where a young person is of 'sixth form age' and attending school, further education provision or an apprenticeship placement, the legislation gives local authorities the discretion to determine what travel assistance is necessary to facilitate a young person's attendance.
- 2.4. Travel assistance for students with Special Educational Needs and/or Disabilities will be provided based on assessed need. Students and/or their parents will not be required to contribute towards the cost of this service.
- 2.5. Where assessed as appropriate, travel assistance will be provided to the nearest further education provider or apprenticeship placement assessed by Southampton City Council to be the most suitable placement for the student and which offers a course or programme which meets the needs of the applying student. Where a suitable course cannot be provided in Southampton, Southampton City Council will offer travel assistance to the next nearest further education provider offering the appropriate course that meets Southampton City Council's assessed needs or what course meets a student's needs.

Post-19 Adult Learners

- 2.6. Students over the age of 19 are considered 'adult learners'. Under section 508F of the Education Act 1996 Southampton City Council has a duty to make arrangements for the provision of transport free of charge, as appropriate and in line with the learner's Education, Health and Care Plan.
- 2.7. Learners over the age of 19 and under the age of 25 may qualify for transport assistance under this provision. Travel assistance for Adult Learners eligible under this criteria will be free of charge.
- 2.8. This will only apply to Adult Learners who are receiving further education at a further education provider, and are in receipt of an EHCP.

- 2.9. Adult Learners eligibility for travel assistance and the type of provision offered will be assessed by Southampton City Council having regards to the learner's assessed needs as set out in their EHCP.

Independent Travel Training

- 2.10. All applications from Year 9 onwards will be assessed for independent travel training where it is agreed transport assistance will be provided.
- 2.11. If accepted, a Travel Trainer will work with the student in order to build their confidence and ability to travel independently.
- 2.12. Southampton City Council is committed to sustainable travel, and where provision of transport is agreed, it will be provided via the most cost-effective suitable method as assessed by the Southampton City Council Transport Manager. Further information regarding the method of transport provision is detailed in Section 4 of this policy.

Appeals

- 2.13. Parents have a right to appeal the decision made by Southampton City Council in regards a student's transport application. The appeals process is outlined within Section 4 of this policy.

3. Exceptional Circumstances Criteria

- 3.1. Children and young people who do not meet the criteria for statutory transport provision may be eligible for help under the Exceptional Circumstances Criteria. Southampton City Council recognises that assistance with transport to and from an educational or training institution can have a positive impact on some vulnerable children and young people, and may provide travel assistance on a case by case basis to individuals who do not meet the qualifying criteria for support set out in this policy.
- 3.2. Applications for travel assistance under the Exceptional Circumstances Criteria will be assessed on a case by case basis, taking into account the individual circumstances and the impact travel assistance will have on the educational outcomes of the child or young person.
- 3.3. The period for which travel assistance is awarded under the Exceptional Circumstances criteria will be dependent on the individual circumstances of the applicant, and may be for a fixed time period, or ongoing with an agreed review frequency.
- 3.4. Southampton City Council will consider any application for travel assistance for children of statutory school age on the grounds of exceptional circumstances on a case by case basis. The following factors will be taken into account in assessing applications for travel assistance under the Exceptional Circumstances Criteria. This list is not exhaustive, applications are not limited to these factors, and applications relating to these factors will not be automatically awarded assistance.
 - The educational outcomes of the child or young person.
 - The health and wellbeing of the child, parent/carer and other family members.
 - Duties under the Equalities Act 2010.
 - Health and safety risks to the child or others that may apply if they travelled to school without support.
 - Extraordinary circumstances that arise of a parent's work or caring commitments.
 - Extraordinary circumstances that arise in relation a child or young person's parental or care duties.
 - A special need or medical condition that may prevent the child from walking to school or using public transport.
- 3.5. A special need or medical condition that may prevents them from being able to accompany the child, and it is reasonable to expect that the child requires accompaniment. Applications for travel assistance for students aged 16-19 not otherwise provided for in this policy may be considered on a case by case basis in line with the factors set out in section 3.4. In such cases the council will direct the applicant to explore all options for bursaries and support available in the first instance.

Child Medical Conditions

- 3.6. Transport for a child may be provided within the minimum walking distances where written evidence from a GP or hospital Consultant is provided stating:
- What medical or mental health conditions the child has and how this affects their ability to walk to/from school/further education provider
 - The child cannot walk the given distance to/from school/further education provider
 - How long the situation is likely to last

Parent Medical Conditions

- 3.7. Transport may be provided within the minimum walking distances where written evidence is provided from a GP or hospital Consultant (or other appropriate independent professional) confirming that the child requires accompaniment to school. In addition, the written evidence provided must include:
- What medical or mental health condition the parent/carer has where they are the only adult responsible for taking the child to school and how this affects their ability to accompany the child to/from school/ further education provider
 - Confirmation that the sole parent/carer responsible for taking a child to school cannot walk the distance to/from school/ further education provider
 - How long the situation is likely to last

4. Additional Information

- 4.1. Parents, carers or students who wish to apply for transport assistance can do so by completing Southampton City Council's Transport Application form, details of which can be found at <https://www.southampton.gov.uk/schools-learning/in-school/school-travel-support/>, or obtained by emailing travel.coordination@southampton.gov.uk
- 4.2. When considering what type of transport provision is appropriate for each child/young person, Southampton City Council will consider:
- The age and maturity of the child
 - The ability and aptitude of the child
 - Any special educational needs the child may have
 - The type of vehicle the child is travelling on
 - The length of the journey
 - The nature of the possible routes from home to school, particularly in relation to safety
 - Whether the child is physically able to walk the distance involved
 - Whether the child needs to be accompanied and whether it is possible for the child to be accompanied
- 4.3. When considering whether a child's parent can reasonably be expected to accompany the child on the journey a range of factors will be taken into account, including the age of the child and whether one would ordinarily expect a child of that age to be accompanied. The general expectation is that a child will be accompanied by a parent where necessary, unless there is a good reason why it is not reasonable to expect the parent to do so. Cases where it is not reasonable to expect the parent to accompany the child will be considered under the 'Exceptional Circumstances Criteria'.
- 4.4. Transport will be provided via the most cost-effective suitable method as assessed by the Southampton City Council Transport Manager. Examples of the types of transport considered will include (but are not limited to) the following:
- **Assessment for independent travel training** – Students in Year 9 and above with a Special Educational need and/or disabilities, Children and young people will be assessed for independent travel training, allowing students to have the confidence and ability to travel independently after specialist training.
 - **Walking escort** - An escort may be provided to accompany a child on the walk to school/education setting where walking is an appropriate means of making the journey, and parental consent to the arrangement has been obtained.
 - **Transport escort** - Passenger escorts are provided in individual cases where the local authority feels it is necessary to meet a child's individual needs. The role of the passenger escort will be to provide general supervision and ensure that a child's journey to and from school is safe.
 - **Bus Pass/Rail Pass**

- **Taxi**
- **Personal Transport Budget** - Children and young people who are assessed as being eligible for free school travel may be offered a Personal Travel Budget for the purpose of travel to and from their education setting.
- **Other forms of transport as appropriate**

- 4.5. Southampton City Council is committed to identifying sustainable modes of transport for transport assistance where appropriate and suitable for the needs of the individual child or young person.
- 4.6. A spare place on a contract vehicle may be offered to a child who is not entitled to travel assistance. Privilege places can be withdrawn if they are needed for eligible children. A contributory charge of £750.00 per annum, paid in three termly instalments of £250.00 per term will be issued towards the cost of transport assistance. Southampton City Council has the discretion to remove the right of placement at any time. The council will provide 10 days' notice of the withdrawal of the offer, and a refund of a pro-rata basis of fees received will be issued.

Suitable School or Further Education provider

- 4.7. Children of statutory school age attending the nearest suitable school may be eligible for travel assistance as set out in this policy.
- 4.8. A suitable school is taken to mean the nearest qualifying school with places available that provides education appropriate to the age, ability and aptitude of the child, and any SEN that the child may have, or the place, other than a school, where they are receiving education by virtue of arrangements made under section 19(1) of the Education Act 1996.
- 4.9. Qualifying schools are:
- community, foundation or voluntary schools;
 - community or foundation special schools;
 - non-maintained special schools;
 - pupil referral units;
 - maintained nursery schools; or
 - city technology colleges (CTC), city colleges for the technology of the arts (CCTA) or academies, including free schools and University Technical Colleges (UTC)
- 4.10. For children with SEN, an independent school can also be a qualifying school where this is assessed to be the nearest, most appropriate school and it is named on the child's Education, Health and Care Plan. Where attendance at an independent school is based on parental preference and not named on the Education, Health and Care Plan, travel assistance will not be awarded.

- 4.11. Where a child is registered at more than one qualifying school (Dual Registration) the relevant educational establishment is whichever of the schools the child is attending at the relevant time.
- 4.12. Where a child has no fixed abode travel assistance arrangements will apply from wherever the child is residing at the relevant time to the nearest suitable school.
- 4.13. Where a pupil is registered at a school, but is attending a place other than that school as a result of a temporary exclusion, eligibility will apply in relation to the educational setting which they are attending for the duration of that exclusion.
- 4.14. Travel assistance will be provided to the nearest further education provider assessed by Southampton City Council to be the most suitable placement for the student and which offers a course or programme which meets the needs of the applying student. Where a suitable course cannot be provided in Southampton, Southampton City Council will offer travel assistance to the next nearest further education provider offering the appropriate course.

Travel times and distances

- 4.15. Travel assistance will only be given for travel to school or education settings at:
- The start and end of the school day or,
 - Where the pupil is on a reduced timetable, at the start and end of their scheduled hours.
 - Where the pupil is attending residential provision, at the start and end of their provision periods as agreed by Southampton City Council.
- 4.16. Transport assistance will not be provided to before and after school events, such as breakfast clubs and sports events.
- 4.17. Schools and education providers are expected to give reasonable notice to Southampton City Council of any changes to provision hours. If additional costs arise associated with a change in provision hours Southampton City Council reserves the right to make arrangements for all or part of those costs to be charged to the school or provider concerned.
- 4.18. Transport will be arranged so as to be non-stressful. In normal circumstances, the maximum journey time will be 45 minutes for children in mainstream primary settings, and 75 minutes for children in mainstream secondary settings.
- 4.19. However, in exceptional circumstances, for children attending specialist provision to meet their SEND needs, journey times may be longer.

- 4.20. Distances in relation to eligibility for transport assistance will be measured by the shortest reasonable walking route, by which a child may walk safely. In cases where extended rights apply and the child is travelling more than 3 miles (up to 6 miles or up to 15 miles to a school preferred on the grounds of religion or belief) walking routes do not apply, and the shortest route will be measured along road/driving routes.

Pick-up/drop-off points

- 4.21. Where appropriate and reasonable, parents may be expected to take their child to/from a pick-up/drop off point. Pick-up/drop-off points will be within 1 mile of the child's home address.
- 4.22. Parents/carers are responsible for the safety of their child until they board and after they exit the vehicle. If the parent/carer is not at the drop off point to meet their child, he/she will be placed into the care of the Duty Social Worker at Children's Social Care. The parent/carer may be responsible for any additional expenditure incurred.

Changes of circumstance

- 4.23. Parents or carers should notify Southampton City Council of any change of address, with as much notice as reasonable possible, but with a minimum of 10 working days' notice. In the case of a change of home address, eligibility will be re-assessed based on the new address.
- 4.24. The normal eligibility will apply to the children of families where closure or reorganisation of schooling in the city takes place. Exceptional Circumstances Criteria may be taken into account in cases where the provision of transport assistance will minimise significant disruption to the child's education.

Unacceptable behaviour

- 4.25. Southampton City Council reserves the right to review travel assistance where a child's behaviour is deemed unacceptable, in that it may threaten the safety of the pupils, driver and passenger assistants. Where transport is removed, Southampton City Council will engage with parents to provide suitable alternative transport when it is safe to do so.

Lost or stolen bus passes

- 4.26. Where a bus or other transport pass is lost, the bus pass holder (or their parent/carer) is responsible for any administrative charges made by the bus company or other issuer. Southampton City Council will not meet the costs of administrative charges for lost or stolen tickets. Stolen travel passes will normally not incur an administrative charge for replacement if evidence is given in the form of a police crime number.

Appeals

- 4.27. Where a child is not eligible for travel assistance, parents may ask for the decision to be reconsidered to include any exceptional circumstances they wish to put forward. An appeal form can be requested from the Transport Office. The appeal form will set out the process of information that a parent or carer will be asked to provide.

4.28. If a parent or carer disagrees with the decision made, the appeal will be forwarded to the Service Director: Children & Families for consideration at their authority.

4.29. Where travel assistance is found to have been granted in error, notice of one full term will be given to allow families time to make other arrangements.

4.30. Where entitlement has been denied in error, transport will be arranged as soon as possible and consideration will be given to reimbursing parents retrospectively, with a normal time limit of the start of the academic year in question.

Policy Review

4.31. The Home to School Transport and Post-16 Travel Arrangements Policy will be reviewed and updated on an annual basis.

[END]

Appendix 1

Eligibility Summary

Home to School Transport Eligibility Table - School Aged Children – Reception – Year 11	
Who are we helping?	What are the criteria?
Children living further than the statutory walking distance from their nearest most appropriate school	<p>For children below the age of 8, travel assistance will be awarded where the distance between home and their nearest most appropriate school is more than 2 miles.</p> <p>For children over the age of 8, travel assistance will be awarded where the distance between home and their nearest most appropriate school is more than 3 miles.</p> <p>Children who cannot be reasonably expected to walk to school because the walking route is deemed unsafe will be eligible for travel assistance.</p>
Children with an Education Health or Care Plan (EHCP)	Children attending their designated most appropriate school that can meet their need who are unable to walk to school (accompanied or unaccompanied) by reason of their special educational needs and/or disability will be considered eligible for transport assistance.
Children of parents with a disability	Children who live within the walking distance criteria of the nearest qualifying school (or designated school if it is not the nearest) but the route relies on a disabled parent/carer accompanying the child for it to be considered safe, and the parent/carer's disability prevent them from doing so will be considered eligible for transport assistance.
Children whose families meet the low income criteria	<p>Travel assistance will be provided where:</p> <p>The nearest school is beyond 2 miles (for children over the age of 8 and under 11).</p> <p>The nearest school is between 2 and 6 miles (if aged 11-16 and there are not three or more suitable nearer schools).</p> <p>The school is between 2 and 15 miles and is the nearest school preferred on the grounds of religion or belief (aged 11-16).</p>
Post-16 students in Further Education and Continuing Learners	Travel assistance will be provided for students with special educational needs and/or disabilities between the age of 16 and 19.

Post-19 Adult Learners

Travel assistance will be provided for adult learners over the age of 19, but under the age of 25 who are receiving further education at a further education provider, and have been assessed by Southampton City Council for transport assistance as set out in their Education, Health and Care Plan (EHCP).

Appendix 2

Post 16 Provision

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
City College Southampton	City College Bursary	<p>Be aged between 16-18 on 31/8/8</p> <p>Be one of the following: In Care/Care Leaver Receiving income support In receipt of DLA/PIP or ESA/UC</p> <p>You or parent/carer in receipt of one of the following: Income support Job seekers allowance Pension credits Employment and support allowance Working tax credit/Child tax credit Universal credit</p> <p>A household income of less than £27,000 per year</p>	<p>The City College Bursary Scheme provides financial assistance to students to help them participate fully in college.</p> <p>The 16-19 Bursary Fund provides financial help for young people aged 16-19 who face barriers to staying in education.</p> <p>It is available to all 16-19 year olds studying in school/academy sixth forms, colleges and training providers in England. There are two types of bursary available:</p> <ul style="list-style-type: none"> • Bursaries of £1,200 a year for the most vulnerable young people • Discretionary bursaries based on individual need, such as help with the costs of travel, equipment or meals <p>Depending on your circumstances you could receive support in any number</p>	<p>City College Southampton, St Mary Street, Southampton, SO14 1AR</p> <p>02380 484 848</p> <p>Bursary@Southampton-City.ac.uk</p> <p>https://www.southampton-city.ac.uk/student-support/</p>

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
			<p>of ways to meet your educational needs.</p> <p>Financial support for students include the following:</p> <ul style="list-style-type: none"> • Travel costs (either via bus, train, or ferry) • Meal costs • Childcare costs while you are at college <p>The college can also help fund/partially fund:</p> <ul style="list-style-type: none"> • Course materials, equipment and uniform • UCAS fees • Books related to your course • College trips • Exam fees <p>City College students are able to purchase discounted bus tickets at student rates from First and Bluestar buses. If you are eligible for the City College Bursary scheme your bus travel may be free.</p>	
Itchen Sixth Form College	Vulnerable Bursary	The 16-19 Vulnerable Bursary of £1200 is available to eligible students in any of the following categories:	In order to receive the support, you need to follow the college's Attendance Policy. Support will be	Itchen Sixth Form College, Middle Road, Bitterne, Southampton, So19 7TB

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
		<ul style="list-style-type: none"> • young people in care; • care leavers; • young people claiming Income Support in their own name; • young people claiming Universal Credit in their own name; • and disabled young people who receive both Employment Support Allowance and Living Allowance in their own name. 	individually analysed and will depend on your attendance and performance.	<p>Michelle Payne – IMA and Transport Officer</p> <p>02380 435 636</p> <p>mpayne@itchen.ac.uk</p> <p>http://www.itchen.ac.uk/uk/support/financial-support/</p>
	Discretionary Support	<p>Discretionary Support has been two-tiered, therefore support may be available for students whose parent/guardians' household annual income is less than £25,000 or if the parent/guardian living with the student is receiving one of the following benefits:</p> <ul style="list-style-type: none"> • Income Support; • Income Based Jobseeker's Allowance (JSA); • families in receipt of Child Tax Credit, provided that their annual income (as assessed by Her Majesty's Revenue and Customs, HMRC) as of Wednesday 5 April 2017 does not exceed £16,190; 	<p>Discretionary Support is designed to help with travel to and from college (college contract buses and Bluestar termly bus passes), course materials and resources (see our online college shop for a list of available materials and resources), and essential college trips.</p> <p>In order to receive the support, you need to follow the college's Attendance Policy. Support will be individually analysed and will depend on your attendance and performance.</p>	

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
		<ul style="list-style-type: none"> • the Guarantee Element of Pension Credit; • Income-Related Employment and Support Allowance (ESA); • support under part VI of the Immigration and Asylum Act 1999; • or Working Tax Credit/Universal Credit. <p>If your household income is less than £30,000 and you live more than three miles away from college, you may be able to receive support with your travel to and from college</p>		
Richard Taunton Sixth Form College	Bursary Scheme	<p>You will qualify for a guaranteed bursary of £1,200 per year if:</p> <ul style="list-style-type: none"> • you are a young person in care or leaving care • you are in receipt of income support in your own right • you are a disabled young person in receipt of both Employment Support Allowance and Disability Living Allowance 	For more information please call Student Services on 02380 514720	<p>Richard Taunton Sixth Form College Hill Lane, Southampton, Hampshire, SO15 5RL</p> <p>Student Services: Tel: 02380 514720</p> <p>Email: studentservices@richardtaunton.ac.uk</p>

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
		<p>You may qualify for a discretionary bursary if:</p> <ul style="list-style-type: none"> • you can prove financial need based on household income • you have specific travel challenges when attending the college • Bursaries will be provided in the form of discounted bus passes, free school meals (see below) or payments into your bank account. 		http://www.richardtaunton.ac.uk/college-life/finances/
Bitterne Park Sixth Form	16-19 Bursary Fund	<p>You may be eligible to apply for bursary funds if you are one of the following:</p> <ul style="list-style-type: none"> • A student in care • A care leaver • A student claiming income support • A disabled young person in receipt of both Employment Support Allowance and Disability Living Allowance • You were in receipt of free school meals in 2016-17 	<p>The 16 to 19 Bursary Fund is a scheme from the Education Funding Agency, which aims to help students facing financial hardship to stay in full time post-16 education.</p> <p>As the funds allocated by the Education Funding Agency, are very limited, we may not be able to guarantee financial support for every claimant. It is at the college's discretion to decide on the amount and type of support that is awarded to each student. Bursary funding can be used to help with costs of transport, food, equipment or other course related costs.</p>	<p>Bitterne Park Sixth Form College, Dimond Road, Southampton, SO18 1BU</p> <p>02380 294 155</p> <p>info@bitterneparksixthform.org.uk</p> <p>https://www.bitterneparksixthform.org.uk/college-info/student-bursary</p>

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
Eastleigh College	Subsidised Travel	To apply to this fund, you must be: <ul style="list-style-type: none"> • under 19 years old on 01/09/2018 (or 19-24 with an Educational Health Care Plan) • studying a full-time 'funded' course at the College (apprenticeships are not eligible) • a UK resident or meet sufficient residency criteria • Living over 2 miles from College (by AA Route Planner) • Household income up to £40,000 • Not receiving support from other sources (e.g. Local Education Authority) 	Reduced travel costs (student contribution of £150 per term)	Eastleigh College Chestnut Avenue Eastleigh Hampshire SO50 5FS 023 8091 1235 studentsupport@eastleigh.ac.uk https://www.eastleigh.ac.uk/student-support/financial-support/
	Eastleigh College Travel Bursary	To apply to this fund, you must be: <ul style="list-style-type: none"> • under 19 years old on 01/09/2018 (or 19-24 with an Educational Health Care Plan) • studying a full-time 'funded' course at the College (apprenticeships are not eligible) • a UK resident or meet sufficient residency criteria • Lives over 2 miles from College (by AA Route Planner) 	Reduced travel costs (student contribution of £100 per term)	

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
		<ul style="list-style-type: none"> • Household income up to £30,000 – or household in receipt of income assessed benefit • Not receiving other support e.g. Local Education Authority 		
	Enhanced Travel	<p>To apply to this fund, you must be:</p> <ul style="list-style-type: none"> • under 19 years old on 01/09/2018 (or 19-24 with an Educational Health Care Plan) • studying a full-time ‘funded’ course at the College (apprenticeships are not eligible) • a UK resident or meet sufficient residency criteria • In receipt of one of the following benefits: <ul style="list-style-type: none"> ▪ Income Support ▪ Income-based Jobseekers Allowance ▪ Income-related Employment Support Allowance (ESA) ▪ Support under Immigration & Asylum Act 1999 (part VI) ▪ Guarantee element of State Pension Credit 	Fully funded travel pass	

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
		<ul style="list-style-type: none"> ▪ Child Tax Credit (provided not entitled to Working Tax Credit) and gross income of no more than £16,190 each year (assessed by Her Majesty's Revenue & Customs) ▪ Working Tax Credit run on (paid for 4 weeks after you stop qualifying for Working Tax Credit) ▪ Universal Credit (with net earnings no more than £7,400 each year) 		
	Full Guaranteed Bursary	<p>Under 19 on 1/9/2018 (or 19-24 with an EHCP) Studying a full time funded course at the college (apprenticeships are not eligible) Be a UK resident or meet sufficient residency criteria</p> <p>To be eligible students will be in care or a care leaver or in their own name receive:</p> <ul style="list-style-type: none"> • Universal Credit or Income Support • Disability Living Allowance (DLA) and Employment & 	£1,200 financial support for vulnerable students	

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
		Support Allowance (ESA) or Universal Credit <ul style="list-style-type: none"> • Personal Independence Payment (PIP) and either ESA or Universal Credit 		
St Vincent Sixth Form College	Travel Help	Please contact the college on 023 9260 3557	<p>The college can provide access to funds which students can use to purchase:</p> <ul style="list-style-type: none"> Discounted bus pass Refund ferry tickets Meal vouchers Books and equipment College trips Exam Fees (where applicable) Travel costs to Work Placement <p>Eligible students will be provided with a termly allocation of funds which the college will use to purchase the relevant above items.</p> <p>If you are in Local Authority Care or, living independently or receive Disabled Support Allowance and Employment Support Allowance who will be eligible to a grant of £1200.00 a year.</p>	Finance Office St Vincent Sixth Form College, Mill Lane, Gosport, PO12 4AQ 023 9260 3557 vweaver@stvincent.ac.uk http://www.stvincent.ac.uk/financial-support

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
			<p>If you are entitled to a Bursary you can use the allowance to purchase a discounted bus pass.</p> <p>All students aged 19+ can who are eligible for financial support will receive a meal pass and £150.00 a term to spend on such things as travel, trips, fees etc.</p>	
Barton Peveril Sixth Form College	16-19 Student Bursary	<p>Students can only apply for a Bursary if they:</p> <ul style="list-style-type: none"> • Are aged at least 16 years old and under 19 years old at the start of the academic year and studying a state funded course at Barton Peveril Sixth Form College • Are in care or a care leaver or living independently and in receipt of income support or universal credit or are themselves a young parent receiving income support or universal credit • Meet the residency conditions specified by the college. 	<p>A 16-19 Student Bursary of £1200 is only available to young people (16 to 19) who are in care or care leavers or living independently and in receipt of income support or universal credit or are themselves a young parent receiving income support or universal credit or are disabled and in receipt of both Employment and Support Allowance and Disability Living Allowance or are disabled and in receipt of both universal credit and personal independence payments.</p>	<p>Barton Peveril College Chestnut Avenue Eastleigh SO50 5ZA</p> <p>023 8036 7200</p> <p>studentservices@barton.ac.uk</p> <p>https://www.barton-peveril.ac.uk/college-life-intro/student-finance/</p>
	Discretionary Student Support Fund	<p>Students may be assisted from the Discretionary Student Support Fund if they:</p>	<p>A Discretionary Student Support Fund is available for eligible learners to help with travel to College, equipment, books, essential trips, or attending HE</p>	

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
		<ul style="list-style-type: none"> • Are over 16 years of age and under 19 years of age at the start of the academic year and • studying a state funded course at Barton Peveril Sixth Form College • Are living in a household where the joint annual income is less than £23,500 (or living independently on an income below this level), annual income includes any assessed • benefit such as: <ul style="list-style-type: none"> ▪ Income Support ▪ Universal Credit ▪ Job Seekers Allowance ▪ Working/Child Tax Credit ▪ Facing exceptional financial circumstances ▪ Meet the residency conditions specified by the college. 	interviews. It applies to expenses during the current academic year. The Fund can also help with hardship needs arising from a sudden change in circumstances such as redundancy or a sudden drop in household income.	
Brockenhurst College	Vulnerable Bursary	<p>Students should be:</p> <ul style="list-style-type: none"> • aged 16-18 on 31 August 2018 • participating in provision as directed by the Education Funding Agency <p>And be in one of these defined vulnerable groups:</p> <ul style="list-style-type: none"> • Care leaver or in care 	£1200 bursary.	<p>Brockenhurst College, Lyndhurst Road, Brockenhurst, Hampshire, SO42 7ZE</p> <p>01590 625 555</p> <p>financialsupport@brock.ac.uk</p>

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
		<ul style="list-style-type: none"> • In receipt of Income Support or Universal Credit in lieu of Income Support in their own right; or • In receipt of Employment and Support Allowance or Universal Credit AND Disability Living or Personal Independence Payments in their own right. 		k https://www.brock.ac.uk/sixth-form/bursaries-financial-support/
	Discretionary Bursary	<p>Students should be:</p> <ul style="list-style-type: none"> • aged 16-18 on 31 August 2018 OR • aged 19 -24 on 31 August 2018 and have an Education, Health and Care Plan (EHCP) OR • aged 19+ and are on the second year of a course they started when aged 16-18 • participating in provision as directed by the Education Funding Agency <p>Family household income must be under £21,000 pa net - means tested benefits are not included in the income calculation.</p>	The bursary will pay for essential course costs and contribute up to 50% towards the cost of a travel pass ordered through the College.	
	19+ Bursary	Students should be:	For students aged 19+ on 31 August with an income of less than £30,000 pa, the bursary will contribute towards	

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
		<ul style="list-style-type: none"> • aged 19+ on 31 August 2018 (if 19 and on the 2nd year of a 2 year course • participating in provision as directed by the Skills Funding Agency <p>For students living in a household with an income of less than £30,000 net pa the college offers financial support towards travel to college and childcare whilst studying.</p>	the cost of travel to College and childcare.	
Totton College		Please contact the college.	Some learners may be able to apply for financial assistance to help support their learning. If you think you may be eligible or are struggling with your finances, we can help. We can help students to apply for bursaries, free childcare, free meals or assistance with travel costs or essential books or course equipment.	<p>Totton College Water Lane Totton Southampton Hampshire SO40 3ZX</p> <p>023 8087 4874</p> <p>https://www.totton.ac.uk/about-us/student-support/</p>
Peter Symonds College	Vulnerable Student Bursary	<p>You will be eligible for a bursary of up to £1,200 if:</p> <ul style="list-style-type: none"> • You are looked after (in care); • You are a care leaver; • You are a parent or living independently and in receipt of 	Students' attendance and academic record will be taken into account when applications for financial assistance are considered.	<p>Peter Symonds College Owens Road Winchester Hampshire SO22 6RX</p> <p>01962 857547</p>

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
		<p>Income Support (Universal Credit) in your name;</p> <ul style="list-style-type: none"> You are in receipt of Disability Living Allowance (DLA) in your name and either Employment and Support Allowance (ESA) or Universal Credit; You are in receipt of Personal Independence Payment (PIP) in your name and either ESA or Universal Credit 		<p>student.services@psc.ac.uk</p> <p>https://www.psc.ac.uk/student-services</p>
	Student Support Fund	Generally, households whose income is £25,000 or under are eligible to apply but special circumstances can be taken into consideration.	Students who have difficulty meeting the specific financial costs of attending college may be eligible for financial help from the Student Support Fund. This is a cash-limited fund available to help with travel costs, books, equipment and UK trips.	
Sparsholt College	16 -18 Bursary	A bursary of up to £1,200 is available for students aged 16-18 who meet any of these requirements: in care; leaving care; in receipt of Income Support; in receipt of Employment Support Allowance and Disability Living Allowance.	£1200 bursary	<p>Sparsholt College, Hampshire Westley Lane Sparsholt Winchester SO21 2NF</p> <p>01962 776441</p>
	Learner Support Funds	If your household income is £25k or less per year you could be entitled to financial assistance. The application form can be found	A discretionary fund is available for learners that do not meet the criteria for the 16-18 Bursary Fund or are aged over 19.	<p>enquiry@sparsholt.ac.uk</p> <p>https://www.sparsholt.ac.uk/t</p>

Provider	Bursary Name	Eligibility Criteria	More information	Contact Details
		<p>here. If you need any further assistance please call 01962 797267.</p>		he-college/money-matters/
	<p>Advanced Learner Loan and Bursary Fund</p>	<p>Those aged 19 and above at the start of the course. There is no upper age limit</p> <p>Those living in the UK on the first day of the course and who have lived in the UK, Channel Islands or Isle of Man for the three years immediately prior to this</p> <p>UK nationals or those with 'settled' status</p>	<p>The eligibility criteria for Advanced Learner Loans is being expanded so that they are available to learners aged 19 and over and for study at level 3 to level 6.</p> <p>If you are approved for an Advanced Learner Loan then you can also apply for our 19+ College Bursary Fund. This can be used to help with travel, books, equipment and childcare costs.</p>	

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	Home to School Transport and Post-16 Travel Arrangements Policy
Brief Service Profile (including number of customers)	<p>The Education Act 1996 places a statutory duty on local authorities relating to the arrangement of suitable transport assistance for children of compulsory school age. The Education Act 1996 requires that transport assistance is provided to children who meet the following criteria:</p> <ul style="list-style-type: none"> • Children in Year R to 8 years old who live at least 2 miles from their catchment school • Children aged 8 years old to 16 years old who live at least 3 miles from their catchment school • Children over the age of 8 who live between 2 and 6 miles from their catchment school and meet the means testing criteria • Children with a Special Educational Needs and/or disability/Education Health and Care Plan (EHCP) • Children who attend an educational setting based on religious preference, providing they meet the distance criteria • Children who live under the statutory walking distance but whose walking route to school is deemed unsafe.

	<p>There is no legal requirement to provide transport assistance to Early Years children or Post-16 students. However, since May 2014, local authorities have had to adhere to the statutory guidance on Post-16 Transport, as well as taking into account the Equalities Act 2010 when it provides information for post-16 students on how to access transport assistance. This includes:</p> <ul style="list-style-type: none"> • Transport arrangements or financial assistance necessary to facilitate young people’s access to further education and training • Young people having the choice of different education and training providers, as well as the course that they wish to study • The length of journey from their home to their educational or training provision • Attention to families who are on low incomes and require support in order to access education and training • Specific consideration of young people who have Special Educational needs and/or Disabilities. <p><u>An update to the statutory guidance was published by the Department for Education in January 2019, which stated that whilst local authorities “may ask learners and their parents for a contribution to transport costs”, it is “good practice not to charge a contribution for transport for a young person assessed under the sixth form age duty if it likely that they will be eligible for free transport under the adult transport duty”.</u></p> <p>Currently, Southampton City Council supports 800 children and young people with transport assistance. This includes 627 children and young people with an EHCP, which is expected to rise in line with increasing numbers of children with EHCPs. The average cost per child and young person is £4,450.</p>
<p>Summary of Impact and Issues</p>	<p>The Home to School Transport and Post-16 Travel Arrangements Policy 2019/20 updates the previous policy, and provides a clearer document that will enable service users to better understand Southampton City Council’s travel assistance offer and any assistance that they may be entitled to. In addition there are a number proposed changes to specific policy provisions:</p> <p>Changes to the policy for early years (under the age of 5), and Rosewood/Cedar School pupils</p>

It is proposed to align the policy with statutory guidance so that children attending nurseries or other Early Years settings will not receive transport assistance if they are under the statutory school age.

The new policy proposal will remove the automatic entitlement to transport assistance to all children attending Rosewood and Cedar Special Schools, and the Early Learning Group, from the ages of 2, introducing a needs led system, with home to school travel assistance determined on an individual child's needs.

Following consideration of the representations made in the consultation, the policy has been amended to explicitly state that all children with an EHCP under the age of 5 will be assessed for entitlement for travel assistance.

All children of statutory age attending Rosewood and Cedar Special Schools currently have an EHCP and the majority are likely to have travel needs associated with their specific type of Special Educational Needs and/or Disability e.g. a physical disability that prevents them from being able to walk to school, and therefore will receive travel assistance.

A small number of children and young people attending Cedar School have a similar needs profile of those attending Springwell Special School and Great Oaks Special School e.g. autism and/or learning disabilities, without a physical disability preventing them from being able walking to school. Therefore assessment for this group will need to consider for those who do not qualify under other criteria e.g. distance, whether their specific SEND prevents them from being able to walk to school. It is estimated that this will effect less than 5 pupils in the first year of implementation.

If, in future, the profile of intake for Rosewood or Cedar Special School were to change significantly, there would be a potential impact of those children not being entitled to travel assistance. However, the proposed policy is needs led system, rather than an automatic entitlement linked to the school. This means that the entitlement is linked to the child's needs rather than the placement, futureproofing the policy against future changes to provision intakes, as well as ensuring that the policy is fair and equal in its treatment of all children.

	<p>Changes to the policy for young people aged 16 – 19</p> <p>Transport assistance is provided to young people with SEND to the nearest college or school with a sixth form offering an appropriate course. Consultation was undertaken on a proposal to introduce a contributory charge for travel assistance for eligible students aged between the ages of 16 and 18.</p> <p>Following consideration of the representations made in the consultation, this proposal is not being taken forward.</p> <p>Southampton City Council is committing to resourcing two additional independent travel trainers. Students from Year 9 plus will be identified for the suitability of this scheme which will enable young people to develop the skills to travel independently.</p> <p>Independent travel training is referred to in the current policy, but it is not highlighted as a preferred option to be considered for all children and young people where appropriate.</p> <p>The proposed policy 2019/20 explicitly references the expectation of engagement with independent travel training from year 9 plus for children and young people who are assessed through EHC Annual Review processes to achieve this skill, leading to positive outcomes. This will require additional resources to be put in place to support independent travel training, but will mean that more young people can travel independently aged 16+. This will have an impact that more young people aged 16+ will be expected to travel independently, but training will only be put in place where assessed as appropriate and independent travel will only be expected where considered safe and suitable. This will lead to improved outcomes for young people, linked to increased independence.</p>
<p>Potential Positive Impacts</p>	<p>The proposals seek to clarify in a more understandable format who is entitled to local authority funded transport assistance as set out in the statutory guidance.</p> <p>There is increasing demand on the service, with 3.4% of statutory school aged children in Southampton with an EHC Plan, against a backdrop of 2.9% nationally.</p>

	<p>Additionally, the rate of statutory school aged children with an EHC Plan is rising at a rate of 4.8% annually, increasing the overall cost of delivering the service.</p> <p>The proposal to increase independent travel training will help to ensure that Southampton City Council is able to effectively provide transport assistance for the most vulnerable children and young people in the city, both now and in the future.</p>
Responsible Service Manager	Tammy Marks, Service Manager: Special Educational Needs and Disabilities
Date	27 February 2019

Approved by Senior Manager	Hilary Brooks, Service Director: Children and Families
Signature	
Date	27 February 2019

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	<p>The service users of Home to School Transport are between the ages of 2 and 18. Transport assistance will be provided in line with local authorities' statutory duty.</p> <p>The main impact will be on children and young people outside of the statutory school age. These are children under the age of 5 (early years), and young people between the age of 16 and 19.</p> <p>For children of statutory school age, the policy may have an impact for a small number of pupils attending Cedar School.</p>	<p>All children currently attending Rosewood School will qualify for travel assistance on the grounds of their specific disability. The majority of those attending Cedar School will qualify for travel assistance on the grounds of their specific disability. A small number (less than 5) will need to be assessed for entitlement to travel assistance.</p>

	<p>Clarification has been given in the policy in line with the legislation that the distance criteria is based on age and not school year.</p> <p><u>Early Years:</u> The policy no longer provides for automatic entitlement to travel assistance for children attending Rosewood or Cedar Schools or Early Learning Group under statutory school age.</p> <p><u>Statutory School age:</u></p> <p>The policy removes automatic entitlement for those attending Rosewood and Cedar School and introduces a needs led system, irrespective of the school that a child attends.</p> <p><u>Post-16</u></p> <p>An increased focus on independent travel training will mean that more young people will be expected to participate in training and travel independently post 16.</p>	<p>Families of young people aged between 16 and 19 who are unable to meet the cost of travel assistance, or who experience other hardship or exceptional circumstances, may qualify for additional assistance up to the total cost of travel assistance.</p> <p>Training will only be put in place where assessed as appropriate and independent travel will only be expected where considered safe and suitable.</p>
<p>Disability</p>	<p>The new policy aims to provide greater clarity on eligibility for children and young people with SEND.</p> <p>Where a child lives within walking distance of the nearest qualifying school (or designated school if it is not the nearest) but the route to school relies on parent/carer with a disability accompanying that child for it to be considered safe, and the parent/carer's disability prevents them from doing so, the child will be eligible for transport free of charge. This</p>	<p>N/A – positive impact</p> <p>N/A – no change to policy or provision</p>

	<p>will be determined on a case by case basis, with medical evidence of the parent's disability being confirmed.</p> <p>The new policy proposal will remove the automatic entitlement to transport assistance to all children attending Rosewood and Cedar Special Schools, and children attending the Early Learning Group.</p>	<p>All children currently attending Rosewood or Cedar Schools, are likely to have travel needs associated with SEND, they will therefore continue receive transport assistance in line with their assessed need.</p>
Gender Reassignment	No identified impacts	N/A
Marriage and Civil Partnership	No identified impacts	N/A
Pregnancy and Maternity	Where pregnancy or maternity impacts a parent or carer's ability to support their child's transport to and from school, they may be eligible for travel assistance under the Exceptional Circumstances Criteria.	N/A
Race	No identified impacts	N/A
Religion or Belief	Children will be eligible for free transport under 'extended rights' where the pupil is entitled to free schools meals the school is between 2 and 15 miles and is the nearest school preferred on the grounds of religion or belief (aged 11-16).	N/A – no change to policy or provision
Sex	<p>As of August 2018 there are more male children and young people eligible for travel assistance under the SEND entitlement provisions with 4 males with an EHCP, for every 1 female with an EHCP.</p> <p>Therefore, it is anticipated that more male children and young people will be affected by the</p>	<p>Although a greater number of male children and young people may be affected based on currently usage, the proposed changes do not offer different provisions based on sex or gender, and the proportions of individuals impacted will depend on current need.</p>

	proposed policy changes than females.	
Sexual Orientation	No identified impacts	N/A
Community Safety	No identified impacts	N/A
Poverty	No identified impacts	N/A
Health & Wellbeing	No identified impacts	N/A
Other Significant Impacts	No identified impacts	N/A

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BRIEFING PAPER

SUBJECT: A GREEN CITY CHARTER FOR SOUTHAMPTON
DATE: 15th March 2019
RECIPIENT: OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

THIS IS NOT A DECISION PAPER

SUMMARY:

The introduction of a Green City Charter ('the Charter') and subsequent delivery of a Green City Action Plan is intended to support and facilitate the delivery of the Councils existing priority outcomes, refresh existing activities, and deliver new ones. It will ensure that environmental impacts are given due consideration in the delivery of services and decision making and where possible ensure we maximise the opportunity to deliver benefits. It will provide an opportunity to satisfy the expectations and ambitions identified in the Clean Air Zone Consultation exercise. Southampton City Council will seek to encourage city stakeholders to adopt the same set of principles and deliver their own actions by signing up to the Charter. It will encourage all stakeholders including both business, community groups and public sector organisations to work together to deliver a shared outcome, making Southampton a cleaner, healthier, more sustainable and attractive environment for all.

The Charter is intended to identify priorities and commitments that will facilitate the council and other city partners and stakeholders to deliver actions that will:

- reduce pollution and waste;
- minimise the impact of climate change;
- reduce health inequalities and;
- create a more sustainable approach to economic growth.

The Charter identifies a clear set of priorities which satisfy the local need and appetite for change whilst being aligned with national priorities.

Last summer the council undertook a consultation exercise to seek opinions on measures needed to improve local air quality. The council had been required by government to assess if a Clean Air Zone was needed to deliver compliance with the European Union's limit level for Nitrogen Dioxide. The consultation exercise received an unprecedented response and there was significant support for delivering improvement. The subsequent proposal indicated that nitrogen dioxide concentrations have improved in recent years, by as much as 24% in some of our most polluted areas, as a consequence of both local and national action. It recommends a package of measures to ensure the likelihood of compliance being achieved. However, the consultation illustrated that there is significant ambition and aspiration to achieve more than the CAZ project could deliver. A new set of objectives and actions are needed if this is to be satisfied.

The Government published its Environment Strategy in early 2018, 'A Green Future: Our 25 Year Plan to Improve the Environment' which proposes to deliver a range of measures to improve the environment within a generation. A set of priorities are identified and it recommends that local efforts be guided by the same goals. The UK [Clean Air Strategy](#) was published in January 2019 and advocates a joined up approach in delivering cleaner air, wider environmental and public health improvements and sustainable development.

Both form part of a wider vision promoting sustainable development.	
A special Cabinet meeting was held on the 22 nd January 2019 where approval was granted to submit the proposed <i>Plan to Deliver Compliance with the EU Limit for Nitrogen Dioxide</i> to the Secretary of State. That Plan was submitted on the 31 st January 2019. At the same Cabinet meeting the recommendation to develop a Green City Charter was also approved.	
A Green City Working Group comprising of council officers from across its services has been established to support the delivery of the Charter and has conducted both internal workshops and an engagement exercise with external stakeholders to ensure the Charter caters for all groups and identifies appropriate priorities for action.	
The Green City Working Group will establish a delivery, action and governance plan (Green City Plan) that will establish how the commitments within the Charter will be satisfied and engagement with external stakeholders is maintained. The Green City Working Group will report to the Cabinet Member for a Green City and seek to have the plan implemented no later than 2020.	
BACKGROUND and BRIEFING DETAILS:	
1.	It is important to ensure that the city continues to support economic growth, but that this growth continues to support Southampton to be a green and environmentally sustainable city that will be resilient to the challenges of climate change. A move towards a low carbon, cleaner economy and greener landscape will enable the city to grow and evolve as a modern, healthy and attractive place to live, work and do business.
2.	Southampton City Council have been issued a Ministerial Direction requiring it to undertake a local assessment (feasibility study) of air quality in the city, and produce a business case for a Plan to demonstrate how compliance with the EU Ambient Air Quality Directive (AAQD) of 40 µg/m ³ for Nitrogen dioxide (NO ₂) can be achieved in the shortest possible time. This was submitted to the Secretary of State for Environment for approval on the 31 st January 2019.
3.	Between June 21 st 2018 and the 13 th September 2018 the council undertook a consultation exercise with neighbouring authorities, local communities and businesses to: explain the objectives of the Clean Air Zone study; consider the potential health and economic impacts; understand any concerns; and assess the need for any mitigating actions or identify alternative options for consideration.
4.	<p>The response was unprecedented. 9,309 replies were received and have been accounted for in developing the Clean Air Zone business case and identifying a preferred option for the Plan that will deliver compliance. 75% of respondents indicated that they thought air quality was a fairly or very big problem in Southampton. 80% agreed with the overall aim of a proposed Clean Air Zone and 56% supported a vehicle charging scheme as a means of delivering improvement. 78% and 77% believed it would deliver positive impacts on the environment and public health respectively.</p> <p>Of the comments received some of the most significant topics raised concerned; the need for action to improve air quality, the proposed measures not being enough and, the need to focus on sources other than road transport.</p>

5.	<p>The subsequent Plan being proposed indicates that nitrogen dioxide concentrations have improved in recent years as consequence of both local and national action. It also recommends a package of measures to ensure the likelihood of compliance being achieved. However, the consultation illustrated that expectations and ambitions for cleaner air in Southampton extended beyond achieving legal compliance and the objectives set by the governments Clean Air Zone Framework.</p> <p>A new set of objectives and actions is needed if this is to be satisfied. To satisfy this expectation a proposal to introduce a Green City Charter is recommended which will provide an opportunity to establish more ambitious improvements through alternative long-term, far-reaching projects.</p>
6.	<p>The Clean Air Zone consultation and the wider stakeholder engagement work has identified that there is a significant appetite amongst stakeholders to contribute to delivering improvements. Although the council has far reaching responsibilities it recognises that it cannot deliver the scope of change needed to achieve the standard of air quality that many want. The council also believes that encouraging and supporting voluntary change can be more effective in the long term than enforcing it.</p> <p>The Green City Charter can provide a vehicle to harness the enthusiasm seen during the Clean Air Zone Consultation and seek to maintain and even accelerate to momentum apparent during this exercise.</p>
7.	<p>The principles driving improved air quality support wider environmental improvements and benefits to the city. Similarly, the approach to delivering improved air quality (like partnership working) can be applied more generally to create a set of objectives and commitments that are mutually beneficial and can collectively build a more sustainable city.</p>
8.	<p>Making Southampton a greener city can only be achieved through partnership working with local residents, businesses and other stakeholders. Everything we do, whether as an individual in work, at home or visiting the city, or as an organisation, has an environmental impact. The council's intention is to work with partners to develop a shared set of principles that will ensure the environment is at the forefront of all decision making whether at work or at home.</p>
9.	<p>Government published its Clean Air Strategy on the 14th January 2019. This forms part of a wider government vision on the environment including the vision for a Green Brexit (the new Environment Bill) and A Green Future: Our 25 Year Plan to Improve the Environment. Section 3 identifies the link between clean air, the wider environmental and public health agenda and sustainable development. It states that <i>"in the past, pollution was sometimes seen as a price we had to pay for progress, but that is outdated thinking. We now know that clean, green and healthy environments in urban and rural areas are an essential component of progress, not a barrier to economic development"</i>.</p>
10.	<p>Government published 'A Green Future: Our 25 Year Plan to Improve the Environment' in January 2018. This identifies key environmental benefits and pressures and sets out goals and targets for improving the environment within a generation. It details how government will work with communities and businesses to do this. It recognises many organisations and partnerships pursue their own plans, and opportunities for joining up and integrating environmental work are missed. At a local level it suggests that environmental effort be guided by the goals it has outlined but also to reflect local needs and priorities as well as being more integrated and efficient.</p>

11.	A Green City Charter can achieve this and can ensure Southampton is best placed to benefit from the support, initiatives and funding that central government will provide through the delivery of its own strategy.
12.	Southampton City Council is already actively delivering schemes that support sustainable living. These include its Clean Air Strategy, the MyJourney sustainable travel programme, Fuel Poverty Action Plan and CitizEn Energy. But there is scope to build on these and an opportunity to use the experiences gained in delivering them to invest in a wider range of opportunities that will benefit the council and the city.
13.	Other cities have been recognised as <i>Green Cities</i> for the efforts they have made to promote sustainable living. They have been able to demonstrate the significant benefits a more sustainable economy can deliver. Southampton can learn from these cities, identify good practice and how to deliver it.
14.	An internal Green City Working Group of Southampton City Council officers developed a draft Charter. An initial workshop session on the 11 December 2018 was used to identify the key objectives and themes for further development using the priorities published in the government's 25 Year Plan and feedback from the CAZ consultation as a guide. A subsequent session on the 9 January 2019 attended by cabinet members and a wider range of officers developed the objectives further and developed some specific commitments around the identified themes. The draft charter was included with the proposal for a Green City Charter presented to Cabinet on the 22 January 2019.
15.	A programme of external stakeholder engagement was subsequently undertaken to develop the Charter further to ensure it is suitably extensive; focused on the key priorities; inclusive to all and capable of delivering the positive outcomes needed to achieve its aims. This engagement included an online survey, a Youth Forum event, People's Panel poll and three workshops attended by members of the local business community and health community, academia, community and campaign groups, neighbouring councils and government agencies. Feedback from the engagement exercises has been used to generate the Green City Charter as published in Appendix 1.
16.	During the external engagement exercise some stakeholders have expressed a wish to become "early adopters" and have indicated a commitment to sign-up as part of the Charter's official launch.
17.	The Green City Working Group will establish a delivery, action and governance plan that will establish how the council will deliver on the commitments included in the Charter and how it will ensure wider adoption of the Charter and delivery of actions amongst other stakeholders, including joint working opportunities. It intends to introduce a stakeholder group that will be able to scrutinise adoption of the Charter, provide steer on subsequent actions and develop ideas and joint working. Green City Working Group will report to the Green City Cabinet Member and seek to have the plan implemented no later than 2020.
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	

18. There is currently a budget of £30k set aside for delivery of the Green City Charter in the 2019/20 budget proposals were agreed at Council on 20th February. The Charter represents an opportunity to establish more ambitious improvements through alternative long-term, far-reaching projects which will be developed during Action Planning exercise. This will involve a full assessment of any costs associated with the delivery of the proposed actions that are not covered by existing budgets, identification of appropriate funding streams (including new grant opportunities) and approvals made in line with financial regulations.

19. There are a number of existing projects and budgets across the Council that will support the Green City Charter and become part of that programme. These will need to be assessed and built into the Green City Action Plan, but are likely to include;

Capital & Revenue Projects	General Fund Capital Budgets		General Fund Revenue Budgets	
	2018/19	2019/20 - 2020/21	2018/19	2019/20
	£M	£M	£M	£M
Cycling & cycle network improvements	2.734	0.809		
Urban Freight Strategy	0.008	0.047		
Electric Vehicle Action Plan	0.270	0.812		
Proposed electric vehicle fleet replacements	-	0.820		
Green Projects – partnership with Environment centre	0.063	-		
City wide insulation projects	0.056	-		
Bus retrofitting	1.170	1.500		
MyJourney behavioural change (Transport Access Fund)			0.695	0.795
Totals	4.301	3.988	0.695	0.795
Grand Total		8.289		1.490

20. The Council also submitted a business case to government for reducing Nitrogen Dioxide levels within the City with a funding request of up to £6.4M and, if accepted, it will also form part of the Green City Charter work stream.

Property/Other

21. None associated directly with adoption of the Charter. The delivery and action plan will confirm implications associated with specific actions that subsequently emerge.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

22. s.1 Localism Act 2011 allows the Council to do anything deemed necessary or desirable to deliver or support its functions and duties providing that action is not otherwise prohibited by statute (the general power of competence). The preparation and delivery of a Green City Charter is authorised by virtue of s.1.

Other Legal Implications:

23. The contents of a Green City Charter and its subsequent actions may be authorised by a variety of statutory powers and duties, depending on what those actions are. Legal powers to undertake those actions emerging from the Charter will be further investigated as part of the delivery process and be subject to the democratic process as applicable. In undertaking the preparation of the Charter and subsequent actions the Council needs to have regard to the impact of any proposals on protected characteristics under the Equalities Act 2010 and s.17 Crime & Disorder Act (the duty to reduce or remove opportunities for crime and disorder in the area) as well as the duty to secure the rights and freedoms protected under the Human Rights Act 1998. These duties will be addressed by the preparation of an Equalities and Safety Impact Assessment ('EISA'). The Council also has various duties under the Environment Act 1995 and Environmental Protection Act 1990 to address air quality and other environmental pollutants and the proposals under the Charter will assist in delivering this duty.

RISK MANAGEMENT IMPLICATIONS

24. There could be potential reputational risk for SCC if it is not seen to be 'delivering' the stated goals in the Strategy.

POLICY FRAMEWORK IMPLICATIONS

25. A Green City Charter will support the delivery of the Council Strategy 2016-2020 outcome "People in Southampton live safe, healthy, independent lives".

26. A Green City Charter will support the delivery of the Health and Wellbeing Strategy 2017-2025 outcomes "People in Southampton live active, safe and independent lives" and "Inequalities in health outcomes are reduced".

27. A Green City Charter will support the Clean Air Strategy by providing a mechanism to deliver further improvements in local air quality.

28. A Green City Charter is consistent with the principles outlined in the Government's Environment Strategy, 'A Green Future: Our 25 Year Plan to Improve the Environment' and their [Clean Air Strategy](#).

SUPPORTING DOCUMENTATION

Appendices

1. Draft - A Green City Charter for Southampton

2. Engagement Summary Report

Further Information Available From:

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BRIEFING PAPER

Green City Charter for Southampton

Our vision is to create a cleaner, greener, healthier and more sustainable city. Southampton will be a better place for present and future generations that is prepared for the challenges presented by climate change. We will achieve this by ensuring we are ambitious, lead by example and set ourselves challenging goals.

- 1. We want to be carbon neutral by 2030;**
- 2. We will take actions that will improve the quality of life in our city. We want the *Healthy Life Expectancy Indicator* to the best amongst our peers and to remove the difference cities like Southampton experience with rural areas in terms of *deaths attributed to air pollution*;**
- 3. We will work in partnership – share our knowledge and inspire others;**
- 4. We will protect and enhance our natural environment;**
- 5. We will make the best use of our resources, reduce our energy consumption, minimise waste and ensure we repair, reuse and recycle;**
- 6. We will encourage, promote and incentivise the use of sustainable and active travel;**
- 7. We will reduce emissions and aspire to satisfy World Health Organisation air quality guideline values. By 2025 we want to see nitrogen dioxide levels of 25 µg/m³ as the norm;**
- 8. We will use energy that is generated from renewable sources and support the generation of sustainable energy that does not compromise local air quality;**
- 9. We will use services and products that support our vision.**

We are committed to delivering on these commitments.



Green City Charter – Engagement report

Introduction

Last summer the council undertook a consultation exercise to seek opinions on air quality. This consultation received a huge response and illustrated that there is significant ambition and aspiration to do more to make the city greener. The council is developing a new Green City Charter which will seek to deliver actions that will reduce pollution and waste, minimise the impact of climate change, stop health inequalities and create a more sustainable approach to economic growth. The Green City Charter will play a key role in helping Southampton City Council deliver its vision of a cleaner, greener more sustainable and resilient city in partnership with residents, businesses and organisations from across the city.

In order to create a charter that the whole city can own and contribute to a range of engagement has been undertaken to gather feedback and ideas to feed into the final charter. It has also provided an opportunity to get some early suggestions of commitments that organisations and individuals could make to the charter once launched.

Methodology

A range of methods were used to capture the views and feedback from a range of stakeholders. The following list of engagements took place:

1. Online suggestion box situated on the homepage of the council website.
2. A People's Panel Poll asking respondents to prioritise potential actions for the Green City Charter to get feedback from a wide range of members of the public.
3. Engagement session with the Youth Forum.
4. Engagement sessions with key stakeholders.
5. Clean Air Zone Consultation analysis. There were a number of points raised within the responses to the consultation that can help feed into the development of Green City Charter.

By using a range of feedback from different sources the resulting charter can be a document that many groups recognise and support.

Feedback received

The feedback received from the different sources outlined, has been analysed and summarised within the following section. In total, 1,126 people were engaged on the Green City Charter.

Online suggestion box

An online suggestion box was situated on the homepage of the council website for a total of 6 weeks. A total of 105 respondents completed the short survey. Respondents were asked to provide any ideas or suggestions for the Green City Charter or an offer of support or a commitments that would like to make. Figure 1 shows the ideas and suggestions raised by respondents. The offers of support and commitments are summarised within a later section.

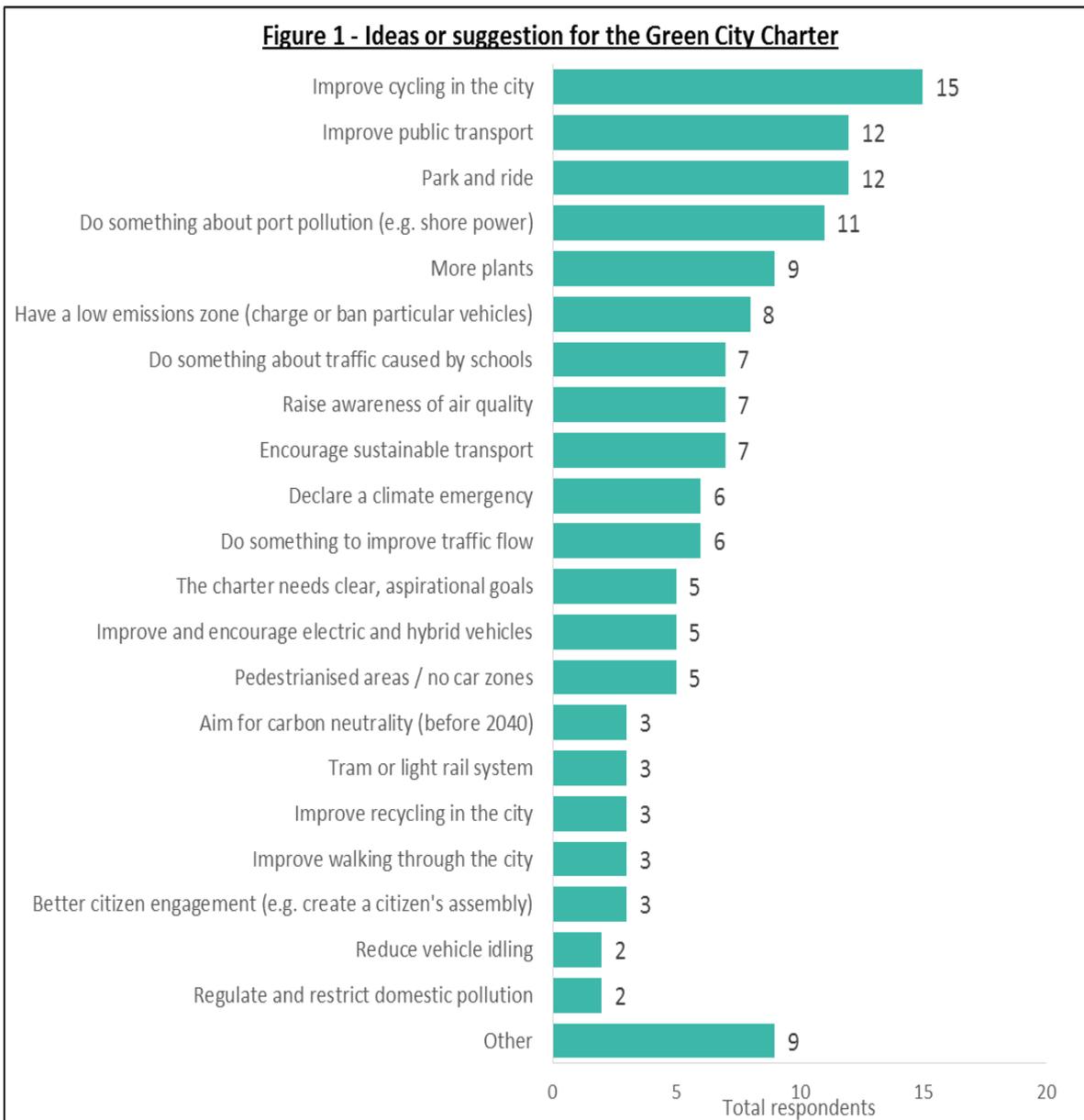


Figure 1

The following table gives the unique ideas and suggestions given which have been listed as 'Other' in Figure 1:

Don't develop or expand the city more until emission levels are an acceptable level
More car clubs to reduce the number of cars that need to be parked on the roads and pavements.
Increase city centre parking
Get rid of parking in city centre
Use technology to reduce traffic. (i.e. parking bay sensors that tell an app for drivers what spaces are available in the city to save them driving around)
Workplace parking levies
Last mile deliveries by cargo bike
Improve advice on what is best environmentally as it is inconsistent and keeps changing
We have lots of ideas for how energy efficiency, energy generation and fuel poverty work could be streamlined to be more effective and have a greater impact. We also have ideas for how air quality work could be tied together, more action focused and lead to an increased public and stakeholder

engagement.

The Southampton Warmth for All Partnership (SWAP) welcome the opportunity for a Green City Charter in strengthening opportunities to reduce fuel poverty, support low carbon and renewable energy initiatives, improve the health and wellbeing of local communities and reduce health inequalities.

People's Panel Poll

In the latest People's Panel poll, members were asked to prioritise actions that they felt should be included within the Green City Charter. A total of 973 respondents completed the poll. Respondents were first asked to select up to 5 actions from a list of 16 that they felt should be prioritised higher than the others. From their shortlisted 5 actions, they were then asked to select just one that would be their top priority. Figure 2 show the results of these two questions.

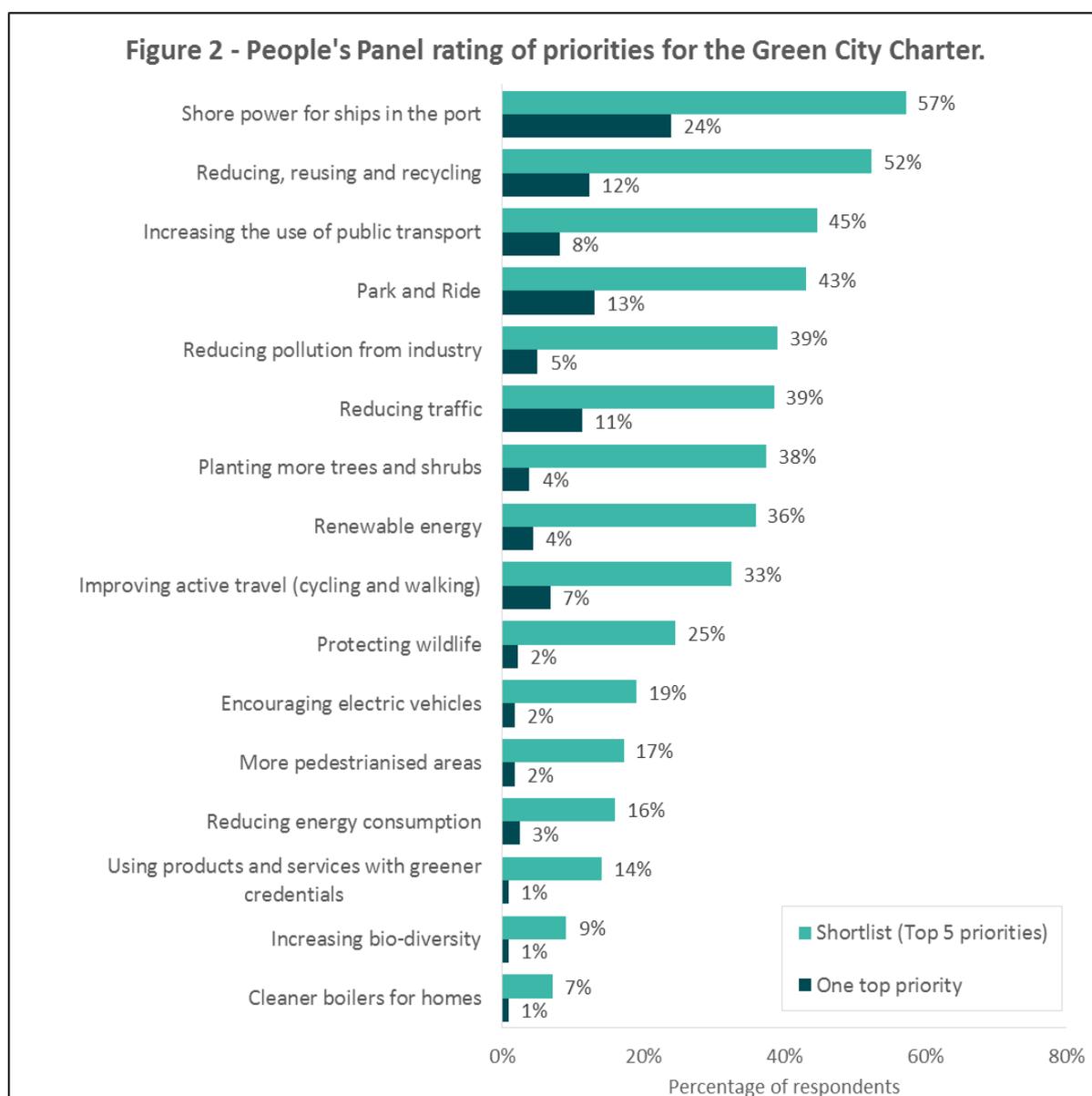


Figure 2

Youth Forum engagement

In total 18 young people attended the youth forum champions event to feedback on the draft charter and give their suggestions. The young people started the session with the Leader of the council hearing about the vision for the Green City Charter and a time to ask him some questions.

The young people were given an opportunity to provide feedback on the wording and content of each of the charter commitments, the main themes of their views were:

- The commitments are very wordy and contain unclear terms
- It is not always clear what the commitment is aiming to achieve
- Some of these things should be happening already (recycling, reducing energy consumption etc.)
- The commitments don't talk about educating people on the benefits of these things or the risks if we don't do anything

The group was also asked to rank the draft commitments in order of priority, they did this in two groups the three themes that featured in the top five for each group are below:

- Enhancing the natural environment
- Using renewable energy
- Promoting sustainable and active travel

Engagement sessions with key stakeholders

On 4 March 2019, three stakeholder workshops were held at the civic centre to gather feedback from a variety of business and health representatives, academics and experts and environmental and community groups, to inform the targets and actions of the Green City Charter. Each session ran for an hour where discussion on the vision for the Green City Charter was opened up to the stakeholders before moving on to an activity where groups were asked to add suggestions and pledges of their own to the charter.

Over the course of the day, feedback was captured from these three workshops and used to amend the charter. The following views on the vision and themes are below:

Vision statement

From the feedback, stakeholders felt that the charter should extend further than climate change and the themes should be broadened. The word proposed wording focusing on resilience was disliked across all 3 working groups as it was felt too 'defeatist' in accepting the effects of climate change, rather than progressively reducing the effects.

Communication was a large factor in the vision of the charter and stakeholders felt that working together with shared values and collaboratively was essential. The second paragraph should therefore widen the scope of the charter and highlight the level of partnership required to ensure a successful charter. The sentence for removing economic barriers should be removed as it was felt to be negative and the charter should reflect positive outcomes and growth.

Some stakeholders agreed with the vision, supporting the idea of 'lifelong commitments', however, some felt that the focus needs to be more tangible.

1. We will protect and enhance our natural environment and improve the quality of life of those in our communities.

Stakeholders were keen to establish what was meant by 'enhance' and suggested that all policies should reflect this statement of protecting the quality of life for people, noting this statement was key.

2. We will reduce emissions and improve air quality, beyond existing legal standards.

Stakeholders felt that stating 'beyond' legal levels was too vague and not a measurable target. It was felt that set targets should replace the broadness of this theme, such as those being set by the World Health Organisation to reduce NOx by 2025.

3. We will prioritise the use of sustainable and active travel.

It was agreed that the term 'prioritise' did not come across proactive enough and 'encourage', 'promote', and 'incentivise' was preferred. A lot of stakeholders wanted to include specifically the implementation of more cycling, bus routes and pedestrianised zones.

4. We will innovate using new technology to reduce emissions, waste and energy consumption.

Although the majority agreed with the approach to 'innovate' there was debate around what that translated to in delivery, for example, whether it should include specific mention of the universities and their involvement or whether it reflects future use of technological innovation. The feedback also highlighted the similarities between theme 4 and 6, both with a targets to reduce energy consumption and minimise waste.

5. We will seek to use of energy that is generated from renewable sources and support the generation of local sustainable energy that does not compromise air quality.

The term 'seek' did not feel ambitious enough and stakeholders wanted a bolder commitment to the charter that was accountable for swifter change. Stakeholders noted that the charter currently does not have any targets to educate or raise awareness to the importance of consumption.

6. We will make the best use of our resources, reduce our energy consumption, minimise waste and ensure we reuse and recycle as much as we can.

Stakeholders raised concerns that this theme overlapped with theme 4.

7. We will help to create a city which will support our vision and is resilient to the challenges presented by climate change.

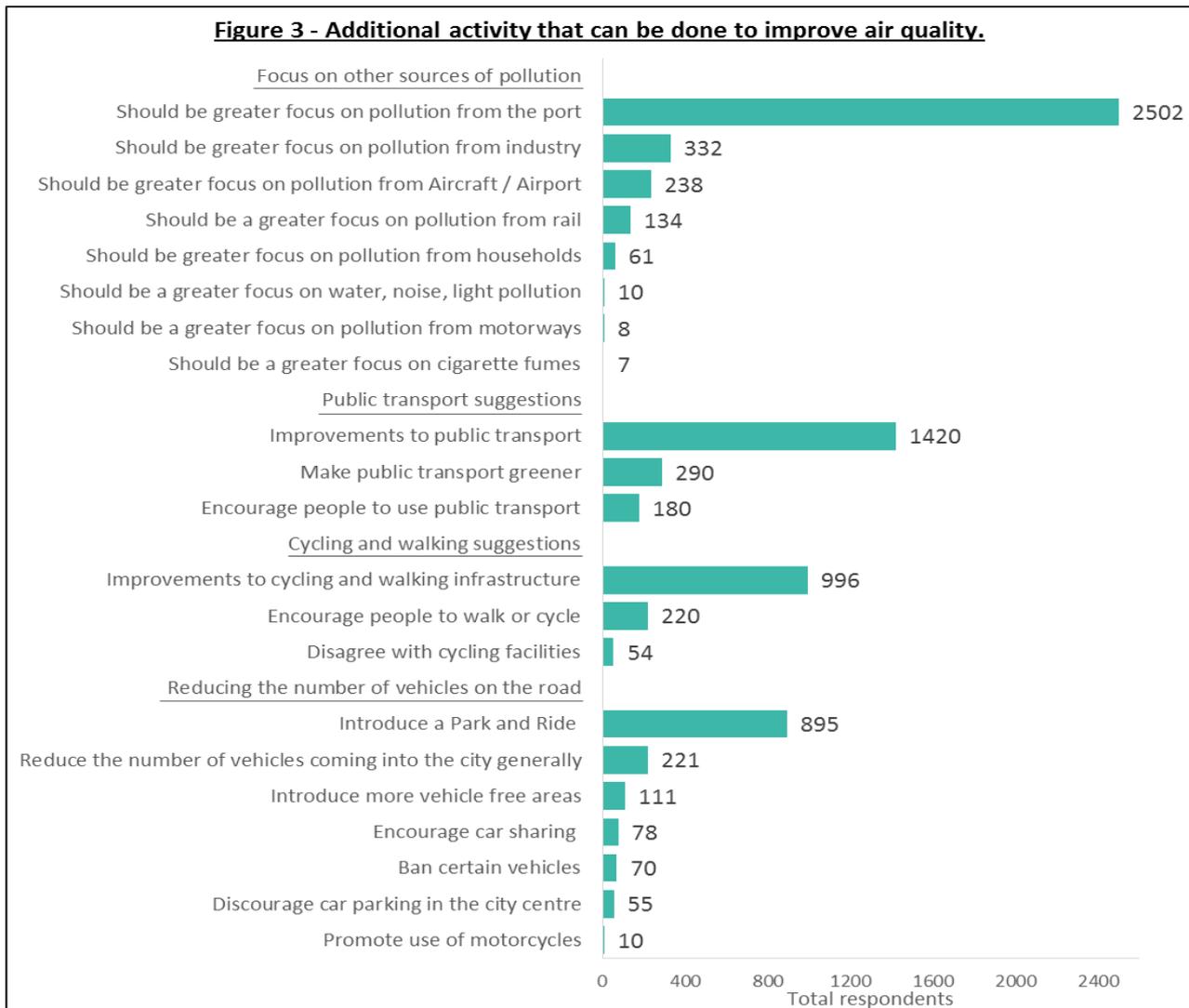
Feedback from the 3 working groups suggested that this theme was a reflection of the charter's vision rather than a specific commitment, setting out the type of place the city wants to be or inspire towards.

8. We will seek to use services and products that share our vision.

Previous feedback already suggested that the word 'seek' was not ambitious enough. Stakeholders noted a lack of health targets within the charter, to increase the quality and health outcomes of the community.

Clean Air Zone consultation

The Clean Air Zone consultation ran for 12 weeks from 21 June 2018 to 13 September 2018 and sought views on proposals for a Clean Air Zone in Southampton. In total, there were 9,309 responses to consultation through a combination of questionnaires, emails, letters and social media comments. This was the highest response of any consultation run in Southampton. All written responses were read and comments were assigned to 132 categories based upon similar sentiment or theme. Around 50 of these categories were specific suggestions for additional activity that could be done to improve air quality. Figure 3 shows these suggestions and the numbers of respondents that raised this in their comments. The five suggestions raised by the highest numbers of respondents suggested that there should be: a greater focus on pollution from the port (2502 respondents); improvements to public transport (1420 respondents); a greater focus on traffic problems and junctions (1008 respondents); improvements to cycling and walking infrastructure (996 respondents); and the introduction of a Park and Ride (895 respondents).



Additional activity that can be done to improve air quality continued



Additional activity that can be done to improve air quality continued



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BRIEFING PAPER

SUBJECT: A REVISED CLEAN AIR STRATEGY FOR SOUTHAMPTON CITY COUNCIL
 DATE: 15 MARCH 2019
 RECIPIENT: OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

THIS IS NOT A DECISION PAPER

SUMMARY

It is proposed that the Clean Air Strategy for Southampton 2016-2025 is updated to reflect recent progress and changes in national policy including duties regarding the delivery of a Clean Air Zone Business Case. The update will also identify new measures of success and capture the latest progress being delivered by our Electric Vehicle Action Plan and the roles of the emerging Green City Charter. It is proposed that the updated Clean Air Strategy for Southampton will be adopted as a level 2 strategy in the Council's Strategy and Policy Framework.

BACKGROUND and BRIEFING DETAILS

- | | |
|----|---|
| 1. | Poor air quality remains a significant public health issue for the population of Southampton. It is estimated that at least 29,000 early deaths in the UK each year can be attributed to exposure to particulate emissions. This figure could exceed 50,000 deaths when also considering NO ₂ exposure. (Royal College of Physicians, <i>Every breath we take: the lifelong impact of air pollution</i> , Feb 2016). Costs to society, businesses and NHS services due to poor air quality are estimated to exceed £30 billion every year in the UK. |
| 2. | Local authorities in the UK have a responsibility under Local Air Quality Management (LAQM) legislation to review and assess air quality and meet national objectives. The European Union Ambient Air Quality Directive (EU AAQD) requires all member states to comply with limits on key air pollutants including Nitrogen dioxide (NO ₂). |
| 3. | Defra published the first UK plan for tackling roadside concentrations of nitrogen dioxide in December 2015 which set out the plan for the UK meeting the EU AAQD limit for NO ₂ . This identified Southampton as one of five cities required to implement a mandatory Clean Air Zone (CAZ) at the earliest opportunity and no later than 2020. This informed the Clean Air Strategy 2016-2025. The UK plan was subsequently updated in 2017 and required local authorities to assess the need for introducing measures to reduce roadside concentrations of nitrogen dioxide to legal levels within the shortest possible time through a feasibility study. |
| 4. | Southampton City Council has now undertaken a feasibility study assessing measures for achieving EU AAQD limit within the shortest possible time. The feasibility study identified the most effective route was a package of measures that include: <ul style="list-style-type: none"> • Introduce new licensing requirements for taxi and private hire vehicles, • Require all operational buses in the city to meet a minimum emission standard. • Promote active and sustainable travel through the My Journey programme. |

	Throughout the CAZ feasibility study the council continued to implement measures to improve air quality including, but not limited to, the retrofitting of operational bus engines with emission reducing technology, enhancing and introducing new cycling infrastructure and incentivising the uptake of low emission taxis.
5.	The current Clean Air Strategy was developed in consultation with the Cabinet Member for Transformation, a working group (including officers from Scientific Services, Transport Policy, Strategy and Public Health) have developed detailed actions under each priority area. This was guided by the responses received from the 2014-15, Air Quality Scrutiny Inquiry public engagement exercise. The Health and Wellbeing Board, CMT and Cabinet Member for Transformation have been briefed and consulted as the Strategy has been developed. Public Health England and the Government's Joint Air Quality Unit (Defra/DfT) were also been consulted informally during the development of the Strategy and have provided advice and input.
6.	During the CAZ feasibility study, SCC undertook a consultation on proposals to introducing a Class B CAZ which would introduce penalty charges for buses, coaches, taxi, private hire vehicles and heavy good vehicles that do not meet euro 6/VI diesel or euro 4 petrol. This resulted in over 9,000 responses with a range of comments, suggestions and queries and highlighted the appetite for tackling air pollution, beyond legal limits. It also demonstrated the commitment of all stakeholders in the city to playing their part in improving air quality. A Green City Charter is proposed as mechanism for satisfying this wider ambition and delivering wider environmental improvements. The updated the Clean Air Strategy accounts for this.
7.	The Council has received government funding from Department for Transport to develop and implement an electric vehicle action plan (EVAP). EVAP will see a citywide network of electric vehicle charging infrastructure, communications campaigns and the replacement of the council's combustion engine vehicles with electric alternatives. EVAP now forms an integral part of the clean air strategy and the update to the strategy accounts for this.
8.	To ensure the Clean Air Strategy is consistent with a non-charging approach to the CAZ, EVAP and emerging Green City Charter as detailed, it is proposed that an updated Clean Air Strategy for Southampton is adopted.

RESOURCE IMPLICATIONS

Capital/Revenue

9.	There are no immediate additional resource requirements arising from the approval of the strategy. The Strategy takes into account objectives within the Clean Air Zone Business Case, and this is subject to a funding bid submitted to government in January 2019. It also accounts for activities being delivered as part of the wider Air Quality Action Plan and Green City Action Plan programme which will have their own existing budgets or need to identify appropriate funding streams (including new grant opportunities) with approvals made in line with financial regulations.
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Property/Other

10.	There are no immediate impacts.
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LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

11.	S.1 Localism Act 2011 permits a Council to do anything in the discharge of its functions provided not otherwise restricted by existing legislation (known as the general power of competence). This includes implementing policy designed to
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	improve and deliver environmental protections and air quality measures in order to meet the requirements of the European Union Air Quality Directive. Additional legal implications arising from the designation of a Clean Air Zone and associated matters will be addressed in future decisions as and when further clarity on the regulatory framework for zones is published.
<u>Other Legal Implications:</u>	
12.	The Council has a number of statutory duties relating to air quality as detailed in the report. This Strategy will assist the Council in meeting these duties and preparing for compliance with the Directive.
RISK MANAGEMENT IMPLICATIONS	
13.	There could be potential reputational risk for SCC if it is not seen to be 'delivering' the stated goals in the Strategy.
POLICY FRAMEWORK IMPLICATIONS	
14.	Contained in the report and Strategy attached at Appendix 1.

<u>SUPPORTING DOCUMENTATION</u>		
Appendices		
1.	Draft Clean Air Strategy 2019-2025	
Further Information Available From:	Name:	Steve Guppy
	Tel:	023 8091 7525
	E-mail:	steve.guppy@gmail.com

A Clean Air Strategy for Southampton 2019-2025



Clean air is essential for good quality of life, yet every day people living in Southampton can be exposed to potentially harmful levels of pollutants.



Southampton City Council is committed to improving the city's air quality. Reducing emissions and air pollution now will have lifelong, lasting benefits for the city's population, remove barriers to further economic development and make the city a more attractive place to work, live and visit. Improvements in air quality can deliver ongoing improvements in public health and wellbeing. To protect our residents' health we want to make the city's air as clean as we can.



The Council cannot improve air quality on its own. This strategy details the key ways in which we will work together with our partners to make improvements to air quality across the city.

AIR QUALITY IN SOUTHAMPTON

- There are many different pollutants that can affect the quality of the air we breathe. Nitrogen dioxide and Particulate Matter are the main concern in the UK.
- The negative effects of exposure to air pollutants occur at every stage of life, from early stages of development through to old age. Those with existing cardiovascular and respiratory disease are most at risk, but a wide range of health effects have been linked to the wider population including stroke, heart disease, obesity, lung cancer and asthma. Reducing the health impacts of local air pollution is identified as a priority by Public Health England in its Strategic Plan (2016 to 2020).
- The Council have been monitoring key pollutants in the city including nitrogen dioxide, particulate matter, ozone and sulphur dioxide over the last 20+ years. This data has been enhanced by air quality modelling exercises to determine pollutant levels across the city.
- The Council has a statutory duty to assess and review air quality in its area and make reasonable efforts to achieve statutory thresholds. Ten Air Quality Management Areas have been identified in the city where specific actions are required to improve NO₂ levels.

- In the UK, between 28,000 and 36,000 deaths are currently estimated as a result of exposure to air pollution (COMEAP, 2018). Costs to society, business and NHS services due to poor air quality exceed £20 billion a year (Royal College Physicians, 2016).
- Exposure to particulate matter alone is currently estimated to attribute to 110 deaths in Southampton each year.
- Road transport is one of the most significant contributors to pollution across the city. Industry, port operations and background pollution are also significant in certain areas of the city.
- Diesel cars are the highest contributors to nitrogen oxide emissions in Southampton of the road transport sector.
- Air Quality is a consideration for the Planning Authority and the Council is obliged to ensure that impacts on air quality are taken into account when approving developments.

These charts illustrate the varied contributions to pollution across the city.

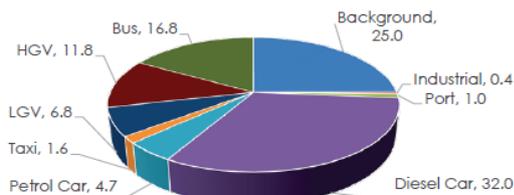


Figure 1 Source apportionment Redbridge Road Automatic Monitor 2015 % contribution to total modelled NOx

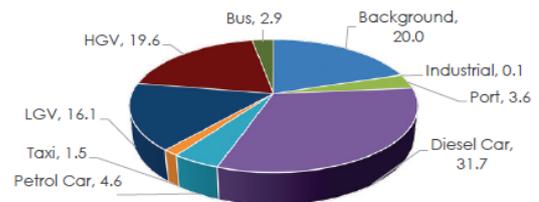


Figure 2 Source apportionment Northam Road Diffusion Tube (N144) 2015 % contribution to total modelled NOx

WHAT ARE WE GOING TO DO?

- The Council is committed to improving Southampton's air quality, reducing health impacts, and fulfilling our legal obligations.
- We will aspire to satisfy World Health Organisation air quality guideline values and by 2025 we want to see nitrogen dioxide levels of 25 µg/m³ as the norm in our city.
- The Council will continue to develop and implement measures as part of the city's Air Quality Action Plan and Clean Air Zone plan to deliver and facilitate improvements in air quality.
- We will adopt a Green City Charter that will establish a commitment to deliver a range of environmental improvements including improved air quality. We will encourage and support city stakeholders to do the same.

We have identified four priorities for improving air quality in the city:

PRIORITY	WHY THIS IS IMPORTANT
Improve air quality in the city	<ul style="list-style-type: none"> • Air pollution has an adverse effect on people's health. Reducing levels of pollutants below statutory levels and beyond is key to improving the health and wellbeing of Southampton's residents of all ages. • The threshold level for nitrogen dioxide (annual average) is exceeded in a number of key locations across the city and the Council has a statutory duty to make reasonable efforts to reduce levels below this. • If air quality does not improve it could become a significant barrier to further economic growth.
Supporting businesses and organisations	<ul style="list-style-type: none"> • The Council cannot deliver improvements in air quality on its own - we will need to work with our local businesses and organisations to promote the benefits of change in term of both health and prosperity. • The Council will need to engage with residents, visitors, businesses and other organisations to encourage the use of low emission technologies, public transport and the take up of active travel such as cycling and walking.
Collaborating with communities and residents	<ul style="list-style-type: none"> • Cleaner air in Southampton can only be achieved if individuals and organisations take responsibility and change their current behaviours. • These measures can provide direct benefits to the health and wellbeing of everyone in the city. If our residents and visitors embrace this positive message we can expect to see improvements sustained for future generations. • Our communities and residents will need support to ensure they are able to deliver the changes they want.
Promoting sustainability	<ul style="list-style-type: none"> • It is important that measures to improve air quality in Southampton are sustainable and do not create a negative impact elsewhere. This might happen if the most polluting vehicles are displaced from the city or alternative fuels are not from a sustainable source. • The Council will promote sustainable change – as well as making sure that, when providing advice and promoting change to others, it can demonstrate its own efforts and the positive differences it is making.

WHAT DO OUR RESIDENTS SAY ABOUT AIR QUALITY IN SOUTHAMPTON?

- In 2018 a consultation was held on proposals for a Clean Air Zone, 9,309 responses were received demonstrating the importance of air quality in Southampton.
- 75% of respondents felt air quality in Southampton was a fairly or very big problem 22% thought that air quality was not much of a problem or not a problem at all.
- Stakeholders suggested a wide range of measures that would be needed to help improve the city's air quality including promoting public transport, cycling and walking, traffic improvements, low emissions vehicles, and port improvements.

OUR CHALLENGES

- Air pollution is linked to many major health problems facing cities like Southampton. Estimates suggest that 5.8% of deaths in Southampton in 2017 were attributable to long term Particulate pollution alone.
- Those who live in deprived areas or have existing medical conditions are disproportionately affected by poor air quality.
- Between 2008/9 and 2012/13, Southampton has become relatively more deprived – of the 326 Local Authorities in England, Southampton is now ranked 54th (previously 72nd) most deprived.
- Southampton's port is the busiest cruise terminal and second largest container port in the UK. Its continued success is vital to the city's economy
- As a regional retail and economic centre, Southampton's economy is heavily reliant upon its transport links.
- In 2015 government identified Southampton City Council as one of the first five cities which would be required to assess the need for a charging Clean Air Zone. Southampton has since received routine media attention concerning its air quality.
- We have been able to demonstrate that we can achieve legal levels without the need for a charging Clean Air Zone, but need to satisfy higher expectations and spread our resources across multiple actions.

OUR SUCCESSES

- The Council introduced its first Air Quality Action Plan in 2007. At its last review, it identified 48 individual activities delivering improvements in local air quality. This will again be reviewed and updated to account for the latest developments and work undertaken by the council.
- The city has a long established air monitoring network that provides robust data on current and historical pollution levels. Four continuous monitoring stations and 60+ passive sampling sites currently provide data on current levels and ongoing trends. Data is shared routinely on the council's website.
- Our air monitoring network has been able to demonstrate a steady improvement in the city's air quality since 2007.
- Both the existing Local Transport Plan and Local Development Plan recognise the health impact of air quality and identify how improvements can be achieved.
- The Council was amongst the first authorities to offer an Air Alert service. This is free to anyone but is particularly valued by those with respiratory illnesses who can be more sensitive to air pollution.
- The My Journey campaign has achieved significant success in promoting public transport and active travel choices across the city. Over the programme period car journeys have reduced by 3% and cycling has almost doubled. In 2018 the council started construction of an enhanced cycling infrastructure across the city.
- The Council is working closely with key partners and has assisted and supported local bus operators, port operators and the University of Southampton in seeking and acquiring funding for activities to assess and improve air quality, including £2.7m to retrofit 145 operational buses with accredited emission reduction technology.
- Southampton was a focus city for the inaugural National Clean Air Day in 2017 and 2018.
- In partnership with Eastleigh Borough Council we launched a low emission taxi incentive scheme in 2017. A quarter of Southampton taxis had upgraded to low emission vehicles by 2019.
- The council introduced a Clean Air Network in 2017 allowing businesses and communities to access information on air quality, the actions they can take and where support is available. It also provides a forum to share experiences and seek advice from other members.

PRIORITY OUTCOME

Improve air quality in the city

Adopt an effective programme of measures to reduce emissions of nitrogen dioxide, particulates and other pollutants in Southampton

Supporting businesses and organisations

Work with businesses and organisations to promote the uptake of low emission technology and change travel behaviours

Collaborating with communities and residents

Work with and support the education of communities and individuals to identify and support behaviours which improve air quality

Promoting sustainability

Southampton City Council will be an exemplar of sustainable working practices in relation to reducing emissions and improving local air quality

WHAT ARE WE GOING TO DO?

- Introduce a package of measures to improve roadside concentrations of nitrogen dioxide in accordance with Defra's UK plan for tackling roadside concentrations of NO₂. Maintain an Air Quality Action Plan that delivers a wider range of measures. Ensure future revisions of our Local Transport Plan, Local Development Plan and all other Council and city plans and strategies provide suitable and adequate policies to reduce emissions and deliver cleaner air.
 - Improve transport and freight delivery systems through efficient infrastructure, uptake of new and innovative technologies and increased uptake of public transport, cycling and walking.
 - Encourage the uptake of low emission technologies and vehicles in our fleet and across the city to surpass national averages.
 - Identify where alternative fuels and innovative solutions might deliver positive outcomes and support their assessment and introduction.
 - Establish a Green City Charter that will bring together all residents and stakeholders in the city to tackle environmental challenges, including air quality.
 - Maintain and develop our Clean Air Network to ensure ongoing engagement with key stakeholders in the city and region.
 - Work with the Port of Southampton and other key stakeholders to identify and support initiatives that will reduce their emissions.
 - Continue to promote sustainable travel through maintaining the "My Journey" campaign and explore options for further development.
 - Empower businesses to take responsibility for their contributions to air pollution and implement improvements.
 - Develop a role for residents and community groups in our Clean Air Partnership.
 - Support the education sector to raise awareness of air pollution and how to reduce emissions.
 - Incentivise the use of public transport, cycling and walking.
 - Empower communities and individuals to take responsibility for their contributions to air pollution.
 - Provide good quality, timely information and data on local levels of pollution to enable residents to adopt behaviours to maintain their own health.
- The Council will:
- Lead by example, ensuring our plans, policies and working practices support and promote an improvement in local air quality whilst delivering wider environmental and economic benefits locally, regionally and nationally.
 - Introduce a programme of measures to reduce its emissions and act as a key partner, sharing best practice on reducing emissions and promoting sustainable working methods whenever it can.
 - Use its influence on the local supply chain to ensure impacts on air quality are considered when

HOW WILL WE MEASURE SUCCESS?

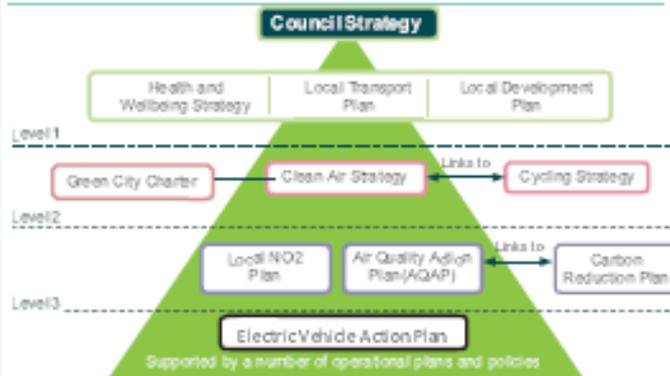
We will:

- Achieve all statutory air quality standards in the shortest possible time and deliver ongoing reductions in emissions and improvements in air quality that acknowledge the World Health Organisation Guidelines.
- Monitor air quality, evaluate the impacts of economic growth and improvement measures, and share our findings.
- Work with stakeholders and encourage collaborative delivery of improvements.
- Reduce the fraction of mortality attributable to particulate air pollution.
- Increase the proportion of journeys made by public transport or active methods.
- Increase the uptake and use of ultra-low and zero emission vehicles in the city.

This Clean Air Strategy will also contribute to wider improvements in the health of the Southampton population and we anticipate improvements in key indicators for public health in the city.

Specific details, targets and progress will be published in our Air Quality Action Plan which will be reviewed and updated annually for the duration of this strategy.

LINKS TO OTHER STRATEGIES AND PLANS



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Agenda Item 8

DECISION-MAKER:	OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE		
SUBJECT:	MONITORING SCRUTINY RECOMMENDATIONS TO THE EXECUTIVE		
DATE OF DECISION:	15 MARCH 2019		
REPORT OF:	DIRECTOR - LEGAL AND GOVERNANCE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Mark Pirnie	Tel: 023 8083 3886
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Director	Name:	Richard Ivory	Tel: 023 8083 2794
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STATEMENT OF CONFIDENTIALITY			
None			
BRIEF SUMMARY			
This item enables the Overview and Scrutiny Management Committee to monitor and track progress on recommendations made to the Executive at previous meetings.			
RECOMMENDATIONS:			
	(i)	That the Committee considers the responses from Cabinet Members to recommendations from previous meetings and provides feedback.	
REASONS FOR REPORT RECOMMENDATIONS			
1.	To assist the Committee in assessing the impact and consequence of recommendations made at previous meetings.		
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED			
2.	None.		
DETAIL (Including consultation carried out)			
3.	Appendix 1 of the report sets out the recommendations made to Cabinet Members at previous meetings of the Overview and Scrutiny Management Committee. It also contains summaries of any action taken by Cabinet Members in response to the recommendations.		
4.	The progress status for each recommendation is indicated and if the Overview and Scrutiny Management Committee confirms acceptance of the items marked as completed they will be removed from the list. In cases where action on the recommendation is outstanding or the Committee does not accept the matter has been adequately completed, it will be kept on the list and reported back to the next meeting. It will remain on the list until such time as the Committee accepts the recommendation as completed. Rejected recommendations will only be removed from the list after being reported to the Overview and Scrutiny Management Committee.		

RESOURCE IMPLICATIONS		
<u>Capital/Revenue</u>		
5.	None.	
<u>Property/Other</u>		
6.	None.	
LEGAL IMPLICATIONS		
<u>Statutory power to undertake proposals in the report:</u>		
7.	The duty to undertake overview and scrutiny is set out in Part 1A Section 9 of the Local Government Act 2000.	
<u>Other Legal Implications:</u>		
8.	None	
RISK MANAGEMENT IMPLICATIONS		
9.	None.	
POLICY FRAMEWORK IMPLICATIONS		
10.	None	
KEY DECISION		No
WARDS/COMMUNITIES AFFECTED:		None directly as a result of this report
<u>SUPPORTING DOCUMENTATION</u>		
Appendices		
1.	Monitoring Scrutiny Recommendations – 15 March 2019	
Documents In Members' Rooms		
1.	None	
Equality Impact Assessment		
Do the implications/subject of the report require an Equality and Safety Impact Assessments (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		
Equality Impact Assessment and Other Background documents available for inspection at:		
Title of Background Paper(s)		Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	None	

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
Page 88				<p>the demand for police services has increased exponentially but it has not been possible to increase resources to manage the increase in demand.</p> <p>When prioritising calls, the 999 service always take priority as some calls relate to life at risk or crimes in action. Therefore 101 operators will always divert to 999 calls if the 999 call takers become overwhelmed. The demand on the 999 system this summer was exceptional given the unprecedented weather. This led to a reduction in the ability of operators to manage 101 calls. Ironically, sometimes when people have to wait for a 101 operator to answer their call, bearing in mind it is a non-emergency number, they hang up and call 999 which becomes a vicious circle.</p> <p>Consequently, a demand transformation programme is currently underway to channel shift some of that demand and ensure that demand that should rest with other partners and organisations is quickly diverted. This should improve the responsiveness of the 101 service but also offer people an option such as reporting crime on line. Also, a new 'state of the art' command and control system will be introduced across both the Hampshire</p>	

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
				Constabulary and Thames Valley Police this Spring which will enable each force to take each other's calls in times of high demand.	
			<p>3) To increase confidence in, and support for, the Police and other community safety agencies it is recommended that the Safe City Partnership:</p> <ul style="list-style-type: none"> i. Seek to increase the awareness and promotion of positive outcomes delivered by community safety partners across the city. ii. Use partner agencies social media platforms to more effectively re-assure the public about the activity and performance of the Police and partners. iii. Publish on a regular basis crime figures if they project a positive story and can re-assure the public. 	<p>Supt Whiting - Improving public confidence by celebrating success across the partnership in the various media outlets is a personal priority for me as Southampton District Commander. I have a meeting with my corporate communications officer in Southampton in February to share this vision and develop a plan. This will include liaison with other partners where relevant.</p>	<p>The Safe City Partnership will continue to pursue communications opportunities to share positive outcomes and reassure the public. Hampshire Constabulary have developed a monthly 'Policing Southampton' partnership newsletter which is being widely circulated amongst key partners.</p> <p>The partnership will work with partners to circulate good news stories through relevant platforms as appropriate.</p>
			<p>4) Following the development of the new Southampton Safe City Strategy, the Safe City Partnership develop a funding bid to Government to help fund a programme of initiatives that can improve outcomes relating to criminal activity associated with public health issues and adverse childhood experiences.</p>	<p>The Safe City Partnership will be considering this recommendation at the next meeting on 15 February 2019 and will respond to OSMC formally following that date.</p>	<p>The Safe City Partnership is currently working across a range of opportunities to develop awareness of and responses to ACEs, for example, by delivering a series of screenings on this topic in partnership with CIS'ters, Paint Pots Nursey and the OPCC. The Partnership will continue to explore funding opportunities relating to ACEs and bid for funding when opportunities arise.</p>

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
					Awareness raising training will be rolled out cross sector in 2019.
			5) That, to support the funding bid, and to learn from good practice, the Safe City Partnership undertake analysis of cities that have delivered improved outcomes with regards to public health related crime and adverse childhood experiences.	The Safe City Partnership will be considering this recommendation at the next meeting on 15 February 2019 and will respond to OSMC formally following that date.	This will be undertaken as part of the development of any bid. Potential to align with existing Weapon's Awareness and Working with Families Groups will be explored
			6) That the Cabinet Member and the Chair of the OSMC outline the case to the Police and Crime Commissioner for Southampton and Portsmouth to receive a fair share of any additional Police resources, reflecting the levels of crime and need in these cities.	Representations were made by the Cabinet Member at the January 2019 meeting of the Hampshire and Isle of Wight Police and Crime Panel and the case for funding for Southampton continues to be pressed through the local media.	
			7) That, whilst recognising the information provided through the National Crime Survey, consideration is given by the Safe City Partnership as to how the under reporting of crime in Southampton can be captured effectively.	The Safe City Partnership will be considering this recommendation at the next meeting on 15 February 2019 and will respond to OSMC formally following that date.	The Safe City Partnership will continue to work with partners to ensure that suitable data is captured and used to feed into the Safe City Strategic Needs Assessment. New resources have been secured by YOS to support improved data mapping of ACE's with regard to Urban Street Gangs.
14/02/19	Adult Care	The Future of Glen Lee and Holcroft House Residential Care Homes	1) That, subject to the Cabinet decision in June 2019, the Committee reviews the performance of the Council's residential care home(s), including occupancy level, staff sickness rates and financial		

Date	Portfolio	Title	Action proposed	Action Taken	Progress Status
			performance, before the end of 2019/20.		
			2) That, to keep the OSMC updated on progress, the Committee are provided with staff sickness levels at Holcroft House and Glen Lee prior to the Cabinet decision in June 2019.		

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