

# The Council's Forward Plan

SOUTHAMPTON CITY COUNCIL

Forward Plan

Executive Decisions from 14 November 2017

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

- **Council**
- **Cabinet**
- Leader of the Council – Councillor Letts
- Cabinet Member for Children's Social Care – Councillor Jordan
- Cabinet Member for Communities, Culture and Leisure – Councillor Kaur
- Cabinet Member for Education and Skills – Councillor Paffey
- Cabinet Member for Environment and Transport - Councillor Rayment
- Cabinet Member for Finance – Councillor Chaloner
- Cabinet Member for Health and Community Safety – Councillor Shields
- Cabinet Member for Housing and Adult Care – Councillor Payne
- Cabinet Member for Sustainable Living– Councillor Hammond
- **Officer Key Decisions**



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

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

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

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

<b>Report</b>	<b>Decision Expected</b>	<b>Portfolio</b>
Authorisation to make a Compulsory Purchase Order in relation to the redevelopment of Bargate Shopping Centre and adjoining land	17 October 2017	Leader's Portfolio
Decommissioning and Acquisition policies and the Decommissioning Plan for Townhill Park Regeneration	14 November 2017	Leader's Portfolio
Court Leet Presentments 2017	14 November 2017	Leader's Portfolio
Post 16 Semi-Independent Accommodation and Support	14 November 2017	Children's Social Care Portfolio
Home to School Transport Policy Consultation	14 November 2017	Education and Skills Portfolio
Development of an offer for Children with Disabilities	14 November 2017	Education and Skills Portfolio
To retain opening hours at City Depot & Recycling Park Household Waste Recycling Centre (HWRC)	17 October 2017	Environment and Transport Portfolio
Declaration of Peartree Green as a Local Nature Reserve	14 November 2017	Environment and Transport Portfolio
Changes to Existing Revenue and Capital Budgets	14 November 2017	Finance Portfolio
The General Fund & HRA Capital Programme 2017/18 to 2021/22	14 November 2017 15 November 2017	Finance Portfolio
Corporate Revenue Financial Monitoring for the period to the end of September 2017	14 November 2017	Finance Portfolio
Update of Medium Term Financial Strategy and General Fund Budget 2017/18 to 2020/21	14 November 2017	Finance Portfolio
Redesign of Older Persons Day Care Services (as part of the development of a new offer of support and activities for Southampton City residents)	17 October 2017	Housing and Adult Care Portfolio
Future of the Kentish Road respite service	14 November 2017	Housing and Adult Care Portfolio
2018-19 Council Tax Reduction Scheme	15 January 2018	Officer Key Decision

**LEADER OF THE COUNCIL**

Title **Authorisation to make a Compulsory Purchase Order in relation to the redevelopment of Bargate Shopping Centre and adjoining land**

Details To consider a report seeking a resolution to make a Compulsory Purchase Order in relation to the redevelopment of Bargate Shopping Centre and adjoining land and to authorise officers to make the CPO and carry out all necessary steps in conjunction with the CPO

Decision Maker Cabinet

Decision Expected 17 October 2017

Date Added to the Plan 1 September 2017

Main Consultees Democratic, Legal, Finance, Property Services, Planning departments

Consultation Method None

Head of Service Service Director, Growth

Author Wendy Bennett

wendy.bennett@southampton.gov.uk  
Tel: 023 8083 2507

Background Material Available Authorisation to make a Compulsory Purchase Order in relation to the redevelopment of Bargate Shopping Centre and adjoining land

Public Comments may be sent to Wendy Bennett

Slippage/Variations/Reason for Withdrawal

Updates

Title	Decommissioning and Acquisition policies and the Decommissioning Plan for Townhill Park Regeneration
Details	Report of the Leader of the Council seeking approval of the new Decommissioning and Acquisition policies and Decommissioning Plan for Townhill Park Regeneration following the public consultation.
Decision Maker	Cabinet
Decision Expected	14 November 2017
Date Added to the Plan	<b>4 October 2017</b>
Main Consultees	Residents of Townhill Park and adjacent area, Council tenants, Tenant Resource Group, City Focus Group residents
Consultation Method	Letters, questionnaire, e-mails, meetings, Drop-ins, Tenants Link, SCC Website, Council e alerts,
Head of Service	Service Director, Growth
Author	Sue Jones Manager Estate Regeneration Project sue.jones@southampton.gov.uk Tel: 023 8083 3929
Background Material Available	Decommissioning and Acquisition policies and the Decommissioning Plan for Townhill Park Regeneration
Public Comments may be sent to	Sue Jones Estate Regeneration Project Manager sue.jones@southampton.gov.uk by 16th October 2017
Slippage/Variations/Reason for Withdrawal	
Updates	



Title	<b>Court Leet Presentments 2017</b>
Details	To consider the report of the Service Director, Legal and Governance detailing the presentments accepted at Court Leet, actions taken to date and Cabinet Members or officers identified to lead on the response and any further action.
Decision Maker	Cabinet
Decision Expected	14 November 2017
Date Added to the Plan	<b>4 October 2017</b>
Main Consultees	Relevant Cabinet Members
Consultation Method	Circulation of draft report containing presentments
Head of Service	Service Director, Legal and Governance
Author	Ed Grimshaw Democratic Support Officer ed.grimshaw@southampton.gov.uk Tel: 023 8083 2390
Background Material Available	Court Leet Presentments 2017
Public Comments may be sent to	Ed Grimshaw Email: ed.grimshaw@southampton.gov.uk Te: 023 8083 2390
Slippage/Variations/Reason for Withdrawal	
Updates	

# **CHILDREN'S SOCIAL CARE PORTFOLIO**

Title	Post 16 Semi-Independent Accommodation and Support
Details	Report of the Cabinet Member for Children's Social Care seeking approval to proceed with a collaborative approach to procurement of accommodation and support services for young people aged over 16 years.
Decision Maker	Cabinet
Decision Expected	14 November 2017
Date Added to the Plan	<b>4 October 2017</b>
Main Consultees	Service users
Consultation Method	Stakeholder engagement event
Head of Service	Director Quality & Integration
Author	Sam Ray <a href="mailto:sam.ray@southampton.gov.uk">sam.ray@southampton.gov.uk</a>
Background Material Available	Post 16 Semi-Independent Accommodation and Support
Public Comments may be sent to	<a href="mailto:sam.ray@southampton.gov.uk">sam.ray@southampton.gov.uk</a>
Slippage/Variations/Reason for Withdrawal	
Updates	

# **COMMUNITIES, CULTURE AND LEISURE PORTFOLIO**

**THERE ARE NO ITEMS ON THIS  
OCCASION**

# **EDUCATION AND SKILLS PORTFOLIO**

Title	Home to School Transport Policy Consultation
Details	To consider the report of the Cabinet Member for Education and Skills seeking approval to commence Consultation on the Home to School Transport Policy.
Decision Maker	Cabinet
Decision Expected	14 November 2017
Date Added to the Plan	7 June 2017
Main Consultees	Service users.
Consultation Method	Questionnaires to service users.
Head of Service	Service Director, Children & Families
Author	Rob Winfield, Hannah Noke Service Manager - SEND, rob.winfield@southampton.gov.uk, hannah.noke@southampton.gov.uk
Background Material Available	Home to School Transport Consultation
Public Comments may be sent to	Hannah.Noke@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	Decision Date amended to enable further consultation.
Updates	

Title	Development of an offer for Children with Disabilities
Details	Report of the Cabinet Member for Education and Skills seeking approval to formally consult on the proposals for a redesigned offer of services for Children with Disabilities as they relate to the previous offer of Short Breaks, the name of the Jigsaw service and the eligibility criteria in Southampton for children with disabilities
Decision Maker	Cabinet
Decision Expected	14 November 2017
Date Added to the Plan	<b>4 October 2017</b>
Main Consultees	Parents and families of children with disabilities, Council management team, Cabinet members, Senior leaders from health and social care, sector, current providers.
Consultation Method	Direct meetings, open events existing forums and meetings (e.g Heads of Schools). Formal consultation will be undertaken in line with Council policy and procedures. Formal public consultation with parents, families and children with disabilities.
Head of Service	Service Director, Children & Families
Author	Hilary Brooks Service Director, Children and Families Services Hilary.Brooks@southampton.gov.uk Tel: 023 8083 4899
Background Material Available	Development of an offer for Children with Disabilities
Public Comments may be sent to	Sandra Jerrim
Slippage/Variations/Reason for Withdrawal	
Updates	



# **ENVIRONMENT AND TRANSPORT PORTFOLIO**

Title	To retain opening hours at City Depot & Recycling Park Household Waste Recycling Centre (HWRC)
Details	To seek approval to retain the current opening hours across the year for the HWRC and not implement reduced opening hours and day closure agreed on 16 January 2016.
Decision Maker	Cabinet Member for Environment and Transport
Decision Expected	17 October 2017
Date Added to the Plan	1 September 2017
Main Consultees	
Consultation Method	None
Head of Service	Service Director, Transactions & Universal Services
Author	Gale Williams  gale.williams@southampton.gov.uk Tel: 02380832536
Background Material Available	To retain opening hours at City Depot & Recycling Park Household Waste Recycling Centre (HWRC)
Public Comments may be sent to	Gale Williams
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Declaration of Peartree Green as a Local Nature Reserve
Details	Report of the Cabinet Member for Environment and Transport seeking approval to proceed with the declaration of Peartree Green as a Local Nature Reserve.
Decision Maker	Cabinet
Decision Expected	14 November 2017
Date Added to the Plan	<b>4 October 2017</b>
Main Consultees	Relevant Cabinet Members and officers in key council departments.
Consultation Method	Circulation of report and briefings.
Head of Service	Chief Operations Officer (Customer Experience)
Author	Nick Yeats  nick.yeats@southampton.gov.uk Tel: 023 80832857
Background Material Available	Declaration of Peartree Green as a Local Nature Reserve
Public Comments may be sent to	Lindsay McCulloch
Slippage/Variations/Reason for Withdrawal	
Updates	

# FINANCE PORTFOLIO

Title

Changes to Existing Revenue and Capital Budgets

Details

To consider the report of the Service Director Finance and Commercialisation and Cabinet Member for Finance (where relevant) detailing proposed changes to existing Revenue and Capital Budgets to incorporate changes to this and future years' budget.

This item is a standard item and will remain on the Forward Plan until required.

Decision Maker

Cabinet

Decision Expected

14 November 2017

Date Added to the Plan

6 July 2016

Main Consultees

Consultation Method

Head of Service

Service Director Intelligence, Insight & Communications

Author

Sue Cuerden

sue.cuerden@southampton.gov.uk  
Tel: 023 8083

Background Material Available

Public Comments may be sent to

Slippage/Variations/Reason for Withdrawal

Updates

Title	The General Fund & HRA Capital Programme 2017/18 to 2021/22
Details	To consider the report of the Cabinet Member for Finance informing Council of any major changes in the overall General Fund & HRA Capital Programmes for the period of 2017/18 to 2021/22, highlighting the changes in the programme since the last reported position to Cabinet in August 2017.
Decision Maker	Cabinet  Council
Decision Expected	14 November 2017  15 November 2017
Date Added to the Plan	<b>4 October 2017</b>
Main Consultees	
Consultation Method	
Head of Service	Service Director, Finance & Commercialisation
Author	Sue Cuerden  sue.cuerden@southampton.gov.uk Tel: 023 8083
Background Material Available	The General Fund & HRA Capital Programme 2017/18 to 2021/22
Public Comments may be sent to	
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Corporate Revenue Financial Monitoring for the period to the end of September 2017
Details	To consider the report of the Cabinet Member for Finance summarising the General Fund and Housing Revenue Account revenue financial position for the authority for the six month period to the end of September 2017.
Decision Maker	Cabinet
Decision Expected	14 November 2017
Date Added to the Plan	<b>4 October 2017</b>
Main Consultees	Members & Relevant Officers of the Council
Consultation Method	Meetings & Regular Briefings
Head of Service	Service Director, Finance & Commercialisation
Author	Sue Cuerden  sue.cuerden@southampton.gov.uk Tel: 023 8083
Background Material Available	Corporate Revenue Financial Monitoring for the period to the end of September 2017
Public Comments may be sent to	Sue Cuerden - Service Lead Corporate Planning & Commercialisation sue.cuerden@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	

Title	Update of Medium Term Financial Strategy and General Fund Budget 2017/18 to 2020/21
Details	To consider the report of the Cabinet Member for Finance which provides an update to the Medium Term Financial Strategy and General Fund budget, approved by Council in February 2017, for the period of 2017/18 to 2020/21 taking into account changes in assumptions and the impact of issues that have arisen since the Strategy and Budget were approved.
Decision Maker	Cabinet
Decision Expected	14 November 2017
Date Added to the Plan	<b>4 October 2017</b>
Main Consultees	Consultation will be undertaken by officers, members, Senior Leadership Team and CMT.
Consultation Method	Meetings & Regular Briefings
Head of Service	Service Director, Finance & Commercialisation
Author	Sue Cuerden  sue.cuerden@southampton.gov.uk Tel: 023 8083
Background Material Available	Update of Medium Term Financial Strategy and General Fund Budget 2017/18 to 2020/21
Public Comments may be sent to	Sue Cuerden - Service Lead Corporate Planning & Commercialisation sue.cuerden@southampton.gov.uk
Slippage/Variations/Reason for Withdrawal	
Updates	



# **HEALTH AND COMMUNITY SAFETY PORTFOLIO**

**THERE ARE NO ITEMS ON THIS  
OCCASION**

# **HOUSING AND ADULT CARE PORTFOLIO**

Title

Redesign of Older Persons Day Care Services (as part of the development of a new offer of support and activities for Southampton City residents)

Details

To consider the report of the Cabinet Member for Housing and Adult Care seeking approval to commence a procurement of a new Community Wellbeing Centre Service Model, which over time will transform the current traditional model of Day Centre provision for older people into a new more inclusive model, catering for a broader range of needs and offering greater choice of a wide range of opportunities and increased community engagement.

The proposed procurement follows on from an engagement exercise with current day care users, their carers, service providers and wider services into the future model of providing support and day time activities to help people to maintain their health, well being and independence. It will focus on giving people more choice and control over the support and services they are able to access, utilising personal budgets to offer more personalised forms of care and will promote the ethos of early intervention and prevention, maximising the use of community assets.

The current day care service contracts with SCA and Age UK expire on 31 March 2018 and so a re-procurement is required.

The report to Cabinet will outline the feedback from the engagement exercise and the proposed model of provision which will be set out in the Service Specification for the procurement.

Decision Maker

Cabinet

Decision Expected

17 October 2017

Date Added to the Plan

1 September 2017

Main Consultees

Council Management Team  
Cabinet Members  
Senior Leaders from Health, Social Care. Voluntary Sector, current providers  
Legal, Finance, Property and Procurement  
Service users, their carers and day care providers

Consultation Method Report to Cabinet Member, reports to Integration Board, Commissioning Partnership Board, Workshops and Focus sessions with current providers and wider community and voluntary sector. Input to Cabinet report. Engagement exercise conducted through a series of workshops, focus sessions and on line questionnaire over July and August 2017.

Head of Service Director Quality & Integration

Author Andrew Gittins  
andrew.gittins@southampton.gov.uk

Background Material Available

Public Comments may be sent to

Slippage/Variations/Reason for Withdrawal

Updates

Title	Future of the Kentish Road respite service
Details	Report of the Cabinet Member for Housing and Adult Care on the future of the Kentish Road respite service for adults with learning disabilities.
Decision Maker	Cabinet
Decision Expected	14 November 2017
Date Added to the Plan	<b>4 October 2017</b>
Main Consultees	Cabinet Member for Housing and Adult Care; City Council's Democratic, Legal and Finance Service Departments; Director of Quality and Integration (Integrated Commissioning Unit); Service Director, Finance and Commercialisation; Service Director, Growth
Consultation Method	The original decision was taken following a full 12 week public consultation. Further consultation will take place in meetings and by email.
Head of Service	Service Director, Housing, Adults & Communities
Author	Paul Juan  paul.juan@southampton.gov.uk Tel: 02380832530
Background Material Available	
Public Comments may be sent to	Service Director, Adults, Housing and Communities Southampton City Council Civic Centre, Southampton, SO14 7LY
Slippage/Variations/Reason for Withdrawal	
Updates	

# **SUSTAINABLE LIVING PORTFOLIO**

**THERE ARE NO ITEMS ON THIS  
OCCASION**



# **OFFICER DECISIONS**



Title

2018-19 Council Tax Reduction Scheme

Details

Section 13A of the Local Government Finance Act 1992 (“the 1992 Act”) requires each billing authority in England to make a scheme specifying the reductions which are to apply to amounts of council tax payable by persons, or classes of person, whom the authority considers are in financial need (“a council tax reduction scheme”). The Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012 (“the 2012 Regulations”) prescribe matters which must be included in such a scheme in addition to matters set out in paragraph 2 of Schedule 1A to the 1992 Act. Each year regulations amending the 2012 Regulations are made in November/December. The majority of the amendments are to ensure consistency with changes to social security legislation and will be included in our local scheme.

The first Southampton Council Tax Reduction Scheme 2014 was agreed by the Council on 16 January 2013. Subsequently the Southampton Council Tax Reduction Scheme has been approved each year under delegated authority by the Chief Financial Officer, with the 2017 scheme approved on 20th January 2017. (Decision No. OD2016-17 18049)

Decision Maker

Officer Decision Making

Decision Expected

15 January 2018

Date Added to the Plan

**4 October 2017**

Main Consultees

Consultation Method

Items can only be placed on the plan with the authorisation of the relevant Head of Service or Executive Director

Head of Service

Service Director, Finance & Commercialisation

Author

Steve Olney

[steve.olney@southampton.gov.uk](mailto:steve.olney@southampton.gov.uk)

Background Material Available 2018-19 Council Tax Reduction Scheme

Public Comments may be sent  
to

Slippage/Variations/Reason  
for Withdrawal

Updates