

# Policy & Resources Committee

Date: **10 October 2019**

Time: **4.00pm**

Venue **Council Chamber**

Members: **Councillors:** Platts (Chair), Yates (Deputy Chair), Mac Cafferty (Opposition Spokesperson), Bell (Group Spokesperson), Allcock, Clare, Gibson, Janio, Moonan and Shanks

Contact: **Lisa Johnson**  
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# AGENDA

## PROCEDURAL MATTERS

### 36 PROCEDURAL BUSINESS

(a) **Declaration of Substitutes:** Where Councillors are unable to attend a meeting, a substitute Member from the same Political Group may attend, speak and vote in their place for that meeting.

(b) **Declarations of Interest:**

- (a) Disclosable pecuniary interests;
- (b) Any other interests required to be registered under the local code;
- (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

- (i) the item on the agenda the interest relates to;
- (ii) the nature of the interest; and
- (iii) whether it is a disclosable pecuniary interest or some other interest.

If unsure, Members should seek advice from the committee lawyer or administrator preferably before the meeting.

(c) **Exclusion of Press and Public:** To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

**NOTE:** *Any item appearing in Part Two of the Agenda states in its heading the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the public.*

*A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls.*

### 37 MINUTES

11 - 54

To consider the minutes of the meetings held on:

- (i) 11 July 2019 (copy attached)
- (ii) 18 July 2019 (copy attached)

To note the Decision of the Urgency Sub-Committee held on:

- (i) 12 September 2019 (copy attached)

### 38 CHAIR'S COMMUNICATIONS

### 39 CALL OVER

- (a) Items (42 - 69) will be read out at the meeting and Members invited to reserve the items for consideration.
- (b) Those items not reserved will be taken as having been received and the reports' recommendations agreed.

### GENERAL MATTERS

### 40 PUBLIC INVOLVEMENT

55 - 58

To consider the following matters raised by members of the public:

- (a) **Petitions:** to receive any petitions presented by members of the public to the full Council or as notified for presentation at the meeting by the due of (10 days);
  - (i) Change the Disabled Bus Time  
  
*Petition referred from Full Council held on 25 July 2019*
  - (ii) Stop the Theft of Brighton General Hospital Site: Keep it Public! (copy attached)
- (b) **Written Questions:** to receive any questions submitted by the due date of 12 noon on the 4 October 2019;
- (c) **Deputations:** to receive any deputations submitted by the due date of 12 noon on the 4 October 2019.

### 41 MEMBER INVOLVEMENT

59 - 60

To consider the following matters raised by councillors:

- (a) **Petitions:** to receive any petitions submitted to the full Council or at the meeting itself;
- (b) **Written Questions:** to consider any written questions;
- (c) **Letters:** to consider any letters;
- (d) **Notices of Motion:** to consider any Notices of Motion referred from Council or submitted directly to the Committee.
  - (i) Reducing Our Internet-Related Carbon Impact (copy attached)

- 42 TARGETED BUDGET MANAGEMENT (TBM) 2019/20: MONTH 5 61 - 120**
- Report of the Executive Director Finance & Resources (copy attached)
- Contact Officer: Jeff Coates Tel: 01273 292364*
- Ward Affected: All Wards*
- 43 ORBIS INSURANCE TENDER 2020 121 - 126**
- Report of the Executive Director Finance & Resources (copy attached)
- Contact Officer: Caroline Hayes*
- Ward Affected: All Wards*
- 44 ADOPTION OF THE SHOREHAM HARBOUR JOINT AREA ACTION PLAN 127 - 310**
- Report of the Executive Director Economy Environment & Culture (copy attached)
- Contact Officer: Steve Tremlett Tel: 01273 292108*
- Ward Affected: South Portslade*
- 45 COLLABORATIVE PROCUREMENT OF HARD FACILITIES MANAGEMENT CONTRACTS - PLANNED, TERM AND REACTIVE MAINTENANCE 311 - 326**
- Report of the Executive Director Economy, Environment & Culture (copy attached)
- Contact Officer: Martin Hilson Tel: 01273 291452*
- Ward Affected: All Wards*
- 46 ADOPTION SOUTH EAST 327 - 332**
- Report of the Executive Director Families Children & Learning (copy attached)
- Contact Officer: Deb Austin Tel: 01273 291407*
- Ward Affected: All Wards*
- 47 ANNUAL WAIVER REPORT 333 - 352**
- Report of the Executive Director Finance & Resources (copy attached)
- Contact Officer: Cliff Youngman Tel: 01273 291408*
- 48 PROCUREMENT OF A CORPORATE OFFICE SUPPLIES CONTRACT 353 - 360**
- Report of the Executive Director Finance & Resources (copy attached)
- Contact Officer: Gabbi Bancroft Tel: 01273 292211*
- Ward Affected: All Wards*
- 49 PROPOSALS ARISING FROM THE PAY AND REWARD REVIEW 2019 361 - 382**
- Report of the Executive Director Finance & Resources (copy attached)

Contact Officer: Alison Mcmanamon Tel: 01273 290511  
Ward Affected: All Wards

**50 WORKING TOWARDS A FAIR AND INCLUSIVE WORKPLACE 383 - 434**

Report of the Executive Director Finance & Resources (copy attached)

Contact Officer: Alison Mcmanamon Tel: 01273 290511  
Ward Affected: All Wards

**51 SELF-SUPPLY WATER LICENCE 435 - 442**

Report of the Executive Director Economy Environment & Culture (copy attached)

Contact Officer: Kelvin Newman Tel: 01273 290599  
Ward Affected: All Wards

**52 FULL REVIEW OF POLLING DISTRICTS AND POLLING PLACES 2019 443 - 510**

Report of the Executive Lead Strategy Governance & Law (copy attached)

Contact Officer: Michael Appleford Tel: 01273 291997  
Ward Affected: All Wards

**53 FREDERICK STREET - SCHEME APPROVAL 511 - 530**

Report of the Executive Director Neighbourhoods, Communities & Housing (copy attached)

Contact Officer: Laura Webster Tel: 01273 292705  
Ward Affected: St Peter's & North Laine

**54 DISPOSAL BY LEASE OF TWO SITES AT DUNSTER CLOSE, HOLLINGDEAN 531 - 546**

Report of the Executive Director Neighbourhoods, Communities & Housing (copy attached)

**55 ATTENDANCE SUPPORT PROCEDURE**

Report of the Executive Director Finance & Resources (copy to follow)

**56 KING ALFRED DEVELOPMENT 547 - 558**

Report of the Executive Director Economy Environment & Culture (copy attached)

Contact Officer: Mark Jago Tel: 01273 291106  
Ward Affected: All Wards

**57 HOUSING SUPPLY UPDATE REPORT 2019-2023 559 - 572**

Report of the Executive Director Neighbourhoods, Communities & Housing (copy attached)

- 58 ROYAL PAVILION ESTATE CAPITAL PROJECT PHASE 1 573 - 580**
- Report of the Executive Director Economy Environment & Culture (copy attached)
- Contact Officer: Richard Davies Tel: 01273 296825*  
*Ward Affected: All Wards*
- 59 EU WITHDRAWAL: RESPONSE TO FULL COUNCIL NOTICE OF MOTION**
- Report of the Executive Lead Strategy Governance & Law (copy to follow after the Special Council meeting being held on 3 October 2019)
- 60 HOME PURCHASE POLICY OPPORTUNITY - PURCHASE OF A PORTFOLIO OF PROPERTIES 581 - 586**
- Report of the Executive Director Neighbourhoods, Communities & Housing (copy attached)
- Contact Officer: Diane Hughes Tel: 01273 293159*  
*Ward Affected: East Brighton; Hanover & Elm Grove*
- 61 RPM TRUST 587 - 604**
- Report of the Executive Director Economy Environment & Culture (copy attached)
- Contact Officer: Steve Foster Tel: 01273 291646*  
*Ward Affected: All Wards*
- 62 SITE PURCHASE - VALLEY SOCIAL CENTRE 605 - 612**
- Report of the Executive Director Economy Environment & Culture (copy attached)
- Contact Officer: Jo Thompson Tel: 01273 291466*  
*Ward Affected: East Brighton*
- 63 LEASE SURRENDER - OAKLEY MOTOR UNITS LTD, OAKLEY HOUSE, EDWARD ST, BRIGHTON 613 - 616**
- Report of the Executive Director Neighbourhoods, Communities & Housing (copy attached)
- Contact Officer: Ododo Dafe Tel: 01273 293201*  
*Ward Affected: Queen's Park*
- 64 APPOINTMENT OF COUNCILLORS TO OUTSIDE BODIES**
- To approve the appointment of Councillors to the following:
1. A member of Brighton & Hove Seaside Community Homes Ltd
    - Councillor Knight

2. A member of the Homes for the City of Brighton & Hove Limited Liability Company Board
  - Councillor Williams
  
3. A Director of the Homes for the City of Brighton & Hove Design & Build Company Limited
  - Councillor Williams

*Contact Officer: Abraham Ghebre-Ghiorghis*

*Tel: 01273 291500*

*Ward(s) Affected: All*

## **65 ITEMS REFERRED FOR COUNCIL**

To consider items to be submitted to the 24 October 2019 Council meeting for information.

### **PART TWO**

#### **66 APPENDIX 1 TO ITEM 63 - LEASE SURRENDER – OAKLEY MOTOR UNITS LTD, OAKLEY HOUSE, EDWARD ST, BRIGHTON - EXEMPT CATEGORY 3 617 - 618**

Report of the Executive Director Neighbourhoods, Communities & Housing (copy attached)

*Contact Officer: Ododo Dafe*

*Tel: 01273 293201*

*Ward Affected: All Wards*

#### **67 SITE PURCHASE - VALLEY SOCIAL CENTRE - EXEMPT CATEGORY 3 619 - 622**

Report of the Executive Director Economy Environment & Culture (copy attached)

*Contact Officer: Jo Thompson*

*Tel: 01273 291466*

*Ward Affected: East Brighton*

#### **68 HOLLINGDEAN DEPOT VEHICLE OPERATORS LICENCE - EXEMPT CATEGORIES 1, 2, 3, 4 & 5 623 - 634**

Report of the Executive Director Economy Environment & Culture (copy attached)

*Contact Officer: Rachel Chasseaud*

*Tel: 01273 290753*

*Ward Affected: All Wards*

#### **69 PART TWO MINUTES - EXEMPT CATEGORIES 1, 2, 3 4 & 5 635 - 638**

To note the Decision of the Urgency Sub-Committee held on:

- (i) 11 July 2019 (copy attached)

(ii) 24 July 2019 (copy attached)

## **70 PART TWO PROCEEDINGS**

To consider whether the items listed in Part Two of the agenda and decisions thereon should remain exempt from disclosure to the press and public.



The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. Provision is also made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fourth working day before the meeting.

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested. Infra-red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.

### **FURTHER INFORMATION**

For further details and general enquiries about this meeting contact Mark Wall, (01273 291006, email [mark.wall@brighton-hove.gov.uk](mailto:mark.wall@brighton-hove.gov.uk)) or email [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk)

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Therefore, by entering the meeting room and using the seats in the chamber you are deemed to be consenting to being filmed and to the possible use of those images and sound recordings for the purpose of web casting and/or Member training. If members of the public do not wish to have their image captured, they should sit in the public gallery area.

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### **FIRE / EMERGENCY EVACUATION PROCEDURE**

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- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and
- Do not re-enter the building until told that it is safe to do so.

