



**Brighton & Hove
City Council**

**CABINET
SUPPLEMENTARY AGENDA ITEMS**

4.00PM, THURSDAY, 11 JUNE 2009

COUNCIL CHAMBER, HOVE TOWN HALL

SUPPLEMENTARY AGENDA ITEMS

The following agenda items although provided for on the agenda front sheet were not available at the time of despatch. The Leader of the Council has agreed to accept these reports as a matter of urgency for the reasons set out in the reports.

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CABINET MEETING

Agenda Item 26

Brighton & Hove City Council

Subject: Corporate Plan: progress report
Date of Meeting: 11 June 2009
Report of: Acting Director of Strategy & Governance
Contact Officer: Name: Barbara Green **Tel:** 29-1081
E-mail: barbara.green@brighton-hove.gov.uk
Key Decision: No
Wards Affected: All

FOR GENERAL RELEASE

Note: The special circumstances for non-compliance with Council Procedure Rule 7, Access to Information Rule 5 and Section 100B (4) of the Local Government Act as amended (items not considered unless the agenda is open to inspection at least five days in advance of the meeting) were that operational negotiations were deemed necessary up to and following the deadline for submission.

1. SUMMARY AND POLICY CONTEXT:

- 1.1 This report provides an update to the councils Corporate Plan that was published in June 2008. The Plan is based around five priorities identified by the Administration and the update offers information as to how the council is progressing on the actions that were agreed.
- 1.2 The five priorities identified by the Administration were:
- Protect the environment while growing the economy
 - Better use of public money
 - Reduce inequality by increasing opportunity
 - Fair enforcement of the law
 - Open and effective Council
- 1.3 Since the publication of the Corporate Plan, the economic situation has seriously deteriorated. While the Administration is still focused on its corporate plan goals, against which it is making good progress, a number of other areas of work are now underway.
- 1.4 The Administration is working to reduce the present effects of the recession, though support for businesses and jobs and a 'be local buy local' campaign to assist the city's unique independent retail sector.
- 1.5 At the same time, the Administration is preparing for the end of the recession, and ensuring through support for innovation, skills and business creation that the city will be ready to prosper when growth returns.

2. RECOMMENDATIONS:

- 2.1 That Cabinet notes progress against the Corporate Plan outcomes is generally good and that close monitoring of actions is integrated into the organisations' business plans.
- 2.2 That Cabinet notes that Cabinet Members will review any areas of poor performance in greater detail at future Cabinet Member Meetings.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 The Corporate Plan covers the period 2008 – 2011 and the Cabinet review progress twice a year.
- 3.2 The progress of the Corporate Plan and the 'Local Area Agreement'; combined with updates from the 'National Indicator Set' provide an overall summary of progress towards the councils local service improvements.
- 3.3 The Action Plans that support the delivery of the Corporate Plan and the Local Area Agreement are formed by the councils Business Plans and Directorate Plans.
- 3.4 Business Plans and Directorate Plans are drafted mindful of budget proposals and are monitored at Directorate Management Teams and at one-to-one meetings with lead officers.
- 3.5 Red, amber & green are used in the appendix to indicate the general direction of travel. They represent a judgement against the progress of the agreed actions in the Corporate Plan. The overwhelming majority of actions are showing good progress towards the priorities outlined in the Corporate Plan.
 - Green - good progress
 - Amber - progress being made, but areas for improvement remain
 - Red - no significant progress being made
- 3.6 The 'Health of the Organisation' indicators (Appendix 2) are gleaned from previous 'Best Value' performance indicators. These continue to provide useful information by which monitor the corporate 'health' of the authority. These include sickness and equality monitoring and a summary of performance and learning from recorded complaints during 08/09.

4. CONSULTATION

- 4.1 The Management Team and Directorate Management Teams have been consulted on the new National Indicator Set and on plans for future performance reporting. This new reporting regime will ensure that progress is adequately measured against objectives and will provide an early warning for failing areas and allow appropriate action to be taken.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

5.1 There are none.

Finance Officer Consulted: Nigel Manvell Date: 04/06/09

Legal Implications:

5.2 There are none.

Lawyer Consulted: Elizabeth Culbert Date: 04/06/09

Equalities Implications:

5.3 The performance management framework incorporates monitoring of progress against equalities and inclusion outcomes in the city.

Sustainability Implications:

5.4 The performance management framework incorporates monitoring of progress against sustainability outcomes in the city.

Crime & Disorder Implications:

5.5 There are none.

Risk & Opportunity Management Implications:

5.6 The management of performance is important and contributes to avoiding the risk that the council's improvement priorities will not be delivered. Progress against performance indicators informs our risk and opportunity management assessments.

Corporate / Citywide Implications:

5.7 Cabinet and The Management Team continue to have Performance Focus sessions, this is nationally recognised as good practice. It allows for both quarterly overviews of performance against targets and more focussed discussion of areas requiring attention. This is an essential part of the council's performance management framework, providing the link between the Corporate Plan and annual Directorate and Service plans.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

6.1 The monitoring of the Corporate Plan is part of the performance management framework. This framework is a corporately defined process, as such no alternative options are appropriate.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 The report provides information on progress against the council's priorities ensuring close monitoring for continuous improvement and provides Cabinet with progress against the council's Corporate Plan.

SUPPORTING DOCUMENTATION

Appendices:

1. Progress against the Corporate Plan
2. Summary of progress action the health of our organisation indicators

Documents in Members' Rooms

None

Background Documents

None

Corporate Plan

Brighton & Hove City Council plans to
continue providing excellent services
that are accessible and sustainable to
ensure our city is a healthy and vibrant
place to live, work and visit.

Brighton and Hove City Council

Corporate Plan 2008-2011

Annual Progress Report 08/09

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Our Priorities

1 Protect the environment while growing the economy


Strategy

1.1 Keep our city moving

Action

Action	Progress	Responsible Person	Status
1.1.1 Provide safer and better roads and transport routes by delivering the Local Transport Plan investment programme	<p>The 'mid-term' 2006/07 -2010/11 Local Transport Plan Progress report approved and completed in December 2008, indicating that the council's progress halfway through the 5-year period is good. Out of 20 targets, 16 are on track, or making good progress, to be met.</p> <p>The £6m 2008/09 Local Transport Plan allocation was fully invested as a result of sound monitoring and management.</p> <p>A new 2009/10 programme of investment was approved in March 2009.</p>	Mark Prior - AD - Sustainable Transport	
1.1.2 Change attitudes around travel to school, to reduce unnecessary car journeys	<p>The council has continued to work closely with all schools across the city to promote and provide choice and alternatives for some families to minimise the impact of the 'school run' outside school gates and on the city's road network.</p> <p>95% of local authority schools have Travel Plans in place or at various levels of development, as have over 50% of private schools. This has helped to prioritise and deliver small scale improvements or focus investment through the Safer Routes to School programme.</p> <p>This programme will be further extended through the agreement to accept additional funding through the CIVITAS project for staffing and small-scale measures.</p>	Mark Prior - AD - Sustainable Transport	
1.1.3 Start work on the new Rapid Transit System to speed up cross-city public transport	<p>A review of the proposals to take into account changes in circumstances for the King Alfred, Brighton Marina and Brighton International Arena developments has resulted in a council commitment to support the development of an extended, joint bid for funding with West Sussex CC to link the city with Worthing, via the regeneration of Shoreham Harbour. This has secured access to a possible £13m+ of funding from the government. Links to Park + Ride are also being investigated.</p> <p>Proposals for the first phase of a monorail are under consideration.</p>	Mark Prior - AD - Sustainable Transport	


Action

Action	Progress	Responsible Person	Status
1.1.4 Improve public spaces with better sign posting and more welcoming street scene for all users		Mark Prior - AD - Sustainable Transport	No Target
Action	Progress	Responsible Person	Status
1.1.5 Retain and build upon our status as a cycling demonstration town.	<p>The Legibility (Public Space Public Life) Strategy was approved in 2008. The New Road scheme continues to receive national and international recognition. Trafalgar Street and Pool Valley coach station are ongoing improvements.</p> <p>A pedestrian signing strategy was approved in January 2009 to guide a key area of investment.</p>	Mark Prior - AD - Sustainable Transport	





Strategy

1.2 Preserving and improving our urban natural environments


Action

Action	Progress	Responsible Person	Status
1.2.1 Encourage more efficient use of private vehicles and fleets, and work with business and schools to help them do the same	<p>The council has continued to expand the newly established Business Travel Plan Partnership in 2008/09 and 40 of the city's employers, including some of the largest such as Legal & General and Lloyds Bank, are now participating. Through the partnership the council has provided match funding for a number of businesses to improve sustainable transport choices for their workers.</p> <p>The council has replaced its pool car system by taking up membership of a car club and indications are that some cost-savings have already been achieved.</p> <p>The council has identified and secured additional funding through the CIVITAS project to introduce up to 10 electric vehicle charging points in 2009 to encourage their greater use.</p>	Mark Prior - AD - Sustainable Transport	

Action

Action	Progress	Responsible Person	Status
1.2.2 Reduce carbon emissions and deliver energy and financial savings through our carbon management programme	<p>Carbon Management Programme Yr 1 – saving carbon and cash (4% reduction in carbon emissions and circa. £50,000 from the Council's energy bill). Year 2 and 3 deliverables: we are awaiting final Display Energy Certificate information for prioritising before revising the Strategy. Carbon Management Programme has now funded £76,721 worth of projects to date, with £44,438 being carried over for spending on CHP outside of heating season. Savings to date are in the region of £31,500.00 and 200 tonnes CO2.</p> <p>Technical problems with the upgrade of council's energy database have delayed production of footprint for 2007-08 and 2008-09. Currently on target to produce the 2008-09 footprint by end of July 09 and work will be undertaken concurrently on 2007-08 footprint.</p> <p>Production programme of Display Energy Certificates almost completed which will allow us to prioritise energy efficiency measures across the council portfolio, particularly in schools.</p> <p>An officer Carbon Trading Group is being established working to the Finance Director.</p>	Thurstan Crockett - Head of Sustainability	
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Action	Progress	Responsible Person	Status
1.2.3 Make our streets cleaner by introducing communal bins	We are half way through the roll out of the communal bins schemes, this is due to be completed by the end of June 2009. The expansion of the communal bin scheme commenced earlier than first planned. The first phase of bins was rolled out in central parts of the city in January (Regency ward). The roll out has continued throughout Hove and Queens park ward and Kemp town. There are now around 600 bins out in total, the last phase will see the roll out in the North Laine in June/July – this will take the total count of communal bins up to approximately 750.	Gillian Marston - AD - City Services	
Action	Progress	Responsible Person	Status
1.2.4 Strengthen the park ranger service	Expanded the city's park ranger service and developed more regular patrols in all the city's main parks.	Gillian Marston - AD - City Services	
Action	Progress	Responsible Person	Status
1.2.5 Complete the stonework restoration at the Royal Pavilion	Work is about to commence on Phase VI of the project. Phases VI and VII will see work carried out on the areas immediately surrounding the main entrance to the building. Work on these final phases is due to be complete by late February 2010.	Janita Bagshawe - Head of Royal Pavilion & Museums	



Action

Action	Progress	Responsible Person	Status
1.2.6 Support the roll-out of car club cars across the city	The council has continued to work in partnership with Car Club companies and has now made provision for over 70 spaces across the city. In addition, through the planning process, the council also seeks to secure Car Club contributions from developers.	Mark Prior - AD - Sustainable Transport	


Strategy

1.3 Growing our economy


Action

Action	Progress	Responsible Person	Status
1.3.1 Increase the space available to cultural and creative industries, to support growth in the cultural sector	<p>Implementation of the Creative Workspace Study continues; a tour of case study workspaces was undertaken earlier this year with follow up presentations to the Economic Partnership on creative workspace models.</p> <p>We continue to support the development of creative workspace via Section 106 initiatives.</p> <p>An initiative to use space for cultural and creative industries in empty retail premises is being drawn together.</p> <p>Discussions on the future of New England House are developing to include the potential for creative industries expansion.</p> <p>The pre-commencement planning conditions on the i360 are very near completion, the developer continues to seek the remaining finance for the project.</p>	Paula Murray - Head of Culture & Economy	
Action	Progress	Responsible Person	Status
1.3.2 Support business investment in the city by creating and implementing an inward investment strategy	A draft action plan has been produced with targets and outcomes. An Equalities Impact Assessment (EIA) is being carried out on the action plan before it returns to Major Projects in the autumn. Some key actions in the plan are already starting to be being implemented, such as the development of a city-wide social enterprise network.	Paula Murray - Head of Culture & Economy	

Action

Action	Progress	Responsible Person	Status
1.3.3 Support retail and conference business by starting work on a new Brighton Centre	<p>The Client Briefs for the Convention Centre, Retail, Hotel and Sustainability in respect of the redevelopment have been jointly agreed by the council and Standard Life.</p> <p>Exchange and execution of Heads of Terms with Standard Life Investments – December 2008</p> <p>Standard Life despatched the Contract Notice for publication in OJEU on 13 January 2009 to initiate the procurement process to appoint a Lead Architect and the professional development team to undertake a first stage feasibility design and study.</p> <p>Completion of first stage feasibility design and study by March 2010 in order to identify and define a viable scheme.</p>	David Fleming - Assistant Director, Major Projects, & Regeneration	

Action




Action	Progress	Responsible Person	Status
<p>1.3.4 Work with local businesses and others to ensure that workers have the skills they need</p>	<p>Outputs to date from the LABGI funded projects include: the initial phase of the Brighton Internship Programme run by Wired Sussex, matching highly skilled interns to Digital Media businesses. 25 interns completed their 30 days of work based training of whom 13 were offered paid employment by participating companies.</p> <p>The Working Neighbourhood Funded projects have been completed. The Breakthrough and the Tourism Futures programmes provided 1:1 support including prevocational and vocational training to 345 people, 55 jobs, 21 volunteering places and 100 work placements. Both projects have secured LABGI funding and will continue to run in 2009/10.</p> <p>Business Lifebelt, a project designed to support local businesses through the recession, has provided intensive assistance to 200 businesses in key sectors, and 850 through two major business shows to date.</p> <p>170 local businesses have signed up to the Be Local, Buy Local campaign since launching in December 2008.</p> <p>Further employment and skills related programmes included funding for the City Employment and Skills Plan (CESP) which supported 10 micro projects; including a 'back to work' project that has provided 30 work placements and 5 jobs to benefit claimants, an adult advancement and career service prototype, a funding roadshow event, the development of the city's Volunteering Strategy, business clinics to support local firms and the development of a Digital Media Degree course.</p>	Paula Murray - Head of Culture & Economy	

Strategy



1.4 Excellent cultural opportunities for all

Action

Action

Action	Progress	Responsible Person	Status
1.4.1 Increase and diversify participation in cultural and sporting activities 12	<p>Sept – March</p> <p>The 'Healthwalk' scheme continues to develop with participation levels increasing and continuing evidence that walks are being accessed by people with chronic health conditions, disabilities and low activity levels. (Currently nearly half of all walkers reported one or more chronic health conditions and/or a disability). Walks have also been targeted to people with learning disabilities and mental health issues.</p> <p>'Healthwalk' Volunteers lead the 14 weekly walks and special one off events. 400 new walkers joined the scheme in this period and 35 new Volunteer Walk Leaders were trained.</p> <ul style="list-style-type: none"> The Active for Life project works within, and engages communities exhibiting some of the highest indexes of health inequality and social deprivation in the city. The project provides local sport and physical opportunities, links to clubs, volunteering opportunities, training and support. 3,000 residents have engaged in the project and funding has been secured to continue the project. Established a strategic officers group to develop sport within the City and held another Sports Forum. (70 clubs attended) 	Ilan Shurrock - Head of Sport and Leisure	
1.4.2 Develop an inspiring programme of activities leading up to the 2012 London Olympics	<p>Supported the National Create Compete Collaborate and Accentuate initiatives and created a calendar of Sporting and Cultural events linked to the Games. These included Olympic and Paralympics Handover event and an Aqua Festival.</p> <p>City Sports Grants were awarded together with the City Sports Awards.</p>	Ilan Shurrock - Head of Sport and Leisure	
1.4.3 Work through museums and local libraries to support early years learning	<ul style="list-style-type: none"> Museums: Working with toddler groups in libraries and children's centres, improved access to our collections, making them truly inclusive and encouraging a lifelong engagement with the museums. Libraries: Children's library services in top 2 in the country according to CIPFA survey, with 91% satisfaction rating. Improved take up of Bookstart packs, with 92% take up of Baby packs; 74% take up of Toddler packs; and 100% take up of 3 year old pack. We have also achieved continued funding for the Bookstart programme. 	Sally McMahon - Head of Libraries & Information Services	

Action


Action	Progress	Responsible Person	Status
1.4.4 Regenerate at least three community libraries, enabling them to act as hubs for community services	<ul style="list-style-type: none"> •Opened a new library in Coldean in June 2008, developed through partnership with Hanover Housing, with grant funding from the Housing Corporation under the National Affordable Housing Programme. The building's ground floor hosts the library, with six self contained one bedroom extra care apartments above. The new Library provides expanded community facilities and has been developed with good involvement of local people. •Opened Children's Gateway Centre and new Micro-museum in Portslade Library in April 2008. This joint delivery centre has proved its success, with an increase of 29% in the numbers of people visiting the library in the first year April 08 - March 09. •Improvements planned for Moulsecoomb Library for 2009 	Sally McMahon - Head of Libraries & Information Services	
Action	Progress	Responsible Person	Status
1.4.5 Provide new spaces for professional and amateur sport at the Community Stadium and Brighton International Arena	Comments to follow.	Ian Shurrock - Head of Sport and Leisure	

 Strategy


1.5 Providing the homes that people need

Action



Action

Action	Progress	Responsible Person	Status
1.5.1 Provide more family homes, including homes adapted for children with disabilities	<p>2008-09 - delivered 232 new affordable homes, almost 100% lifetime homes, the proportion of wheelchair units higher than the 10% target at 16%, family housing (3 & 4 beds) 7% & below the target 10% (part skewed by the provision of 38 one bed units at George Williams House to meet a specific need); work of the Under-Occupations Officer closely linked with the provision of new affordable smaller units helping free up larger family homes in existing stock, generally seeking to secure a minimum 10% 3 beds/ plus on all new developments for general needs and a higher proportion, 25%, on all suitable sites.</p> <p>2008-09 - 85 people moved, an increase of 12 from last year, releasing 41x 3 bedroom houses, 6x 4 beds and 2x 5 beds; 10 people moved to the private sector through TIS</p> <p>Adopted Sept 2008, reviewed May 09 with HAS & CYPT. Since April 08 UO has helped 14 mobility one families & 5 mobility two with moving; 2 families were top DGF cases where adapts cost otherwise in region 14k.</p>	Jugal Sharma - Assistant Director, Housing Strategy	




Action

Action	Progress	Responsible Person	Status
<p>1.5.2 Improve the quality and availability of social housing</p> <p>15</p>	<ul style="list-style-type: none"> • The procurement of the new partnering contracts for the repair and maintenance of the housing stock remains on track. Bidders submitted their tender responses in February 2009. Evaluation of the tender documents is currently taking place and a final recommendation will go to Cabinet July 2009. The new service will commence April 2010. • Residents from the council's Asset Management Panel have been trained in evaluation techniques and have fully participated in each stage of the evaluation process. • The proposal to establish a Local Delivery Vehicle was agreed by Cabinet and Council. The company (Brighton & Hove Seaside Community Homes) was registered at Companies House in March 09 and now exists as a legal organisation. The constitution has been finalised and a company board has been established. An application to the Charity Commission is being developed for consideration by the board. An application has been made to the Secretary of State for consent to lease the properties to the company. • The decent homes programme during 2008/09 delivered an 8% increase in the number of homes that meet the Decent Homes Standard. • A £20million Capital Investment programme for 2009/10 has been approved. The programme will deliver a 10% improvement in the number of homes that meet the Decent Homes Standard. • A Housing Revenue Account 3-year Service Improvement Plan has been approved and sets out actions to achieve a 3 star 'excellent' rating. The Audit Commission reviewed the plan in March 2009 and reported that it "sets out a clear three year programme for management of the housing stock and is built on strong links to residents priorities" • A review of sheltered housing has been approved and a service improvement plan is being taken forward in consultation with residents. • A review of the estates service has been approved. A redesign of the community warden service has been completed. Site based cleaners for high rise block have been introduced and are receiving positive feedback from residents. 	<p>Nick Hibberd - Assistant Director, Housing Management</p>	


Action

	<ul style="list-style-type: none"> • A review of the tenancy agreement has been completed and the statutory consultation process with all residents will commence in June 2009. • An Energy Efficiency working group has been established with residents to investigate ways of improving the energy efficiency of the housing stock and tackling fuel poverty. 		
Action	Progress	Responsible Person	Status
16 1.5.3 Reduce homelessness and the use of temporary accommodation	<ul style="list-style-type: none"> • Rate of Homelessness Prevention for 2008/9 – 78%. Target for 2009/10 – 75% • Homeless Applications reduced by 11% from 2008/9 (target was 15%). Target for 2009/10 is to maintain same levels in light of economic downturn. • Numbers of accepted homeless households reduced by 10% from 436 in 2007/8 to 393 in 2008/9. Target to reduce to 384 (3%) 2009/10 • Placements into TA reduced by 17% from 2008/9 levels. 2009/10 target to reduce by a further 2% (in light of economic downturn) • Numbers in TA on 31st March 2009 exceeded target of 385 – actual numbers are 366 – aiming to achieve NI156 target of 333 by 31st March 2010 by 30th June 2009. Our target for 31st March 2010 is less than 300 Statutory homeless households in TA. • Number of Qualifying offers – ASTs to assist people to move out of TA has increased by 266% from 2008/9 from 18 to 66 in 2009/10 • Additional funding through BEST to further open up the private rented sector and streamline administrative processes to improve homelessness prevention and move on from TA • Support Services are working with Housing Needs Staff to assist vulnerable people to move on from TA 	Steve Bulbeck - Head of Housing Needs & Social Inclusion	
Action	Progress	Responsible Person	Status
1.5.4 Provide accommodation for gypsies and travellers, by opening a permanent travellers' site	Approach agreed by cabinet and site identified. Planning permission to be applied for shortly. - Preparatory work underway.	Judith Macho - AD - Public Safety	

Action

Action	Progress	Responsible Person	Status
1.5.5 Work with the fire service to provide smoke detectors and fire safety visits to more homes	<p>Working with the fire service to target vulnerable people and arrange fire check within 48hours.</p> <p>Where people have oxygen cylinders we are asking permission to inform the fire service.</p> <p>New post in place with Health and Safety to ensure compliance within independent sector</p>	Liz Foster - East Sussex Fire and Rescue	
1.5.6 Maintain our high level of performance in reducing the number of empty private sector homes in the city	<p>Year end back in use figures 156 (against target of 153 for the year)</p> <p>EPA funding Year end shows 21 units approved with grant value £560k, plus further 20 units pre-application stage and further 32 units initial enquiries.</p> <p>EP Team exploring ways to achieve better value for funding by amending grant levels to reflect market adjustments over the past year.</p>	Martin Reid - Head of Housing Strategy and Development & Private Sector Housing	
1.5.7 Provide financial assistance and support to householders and landlords to enable more vulnerable owner-occupiers and private tenants to live in decent homes.	<p>241 vulnerable households living in poor quality private housing were assisted through a combination of loans and grants to make their homes decent in 2008/9. This exceeds the target of 99 households</p> <p>3913 households were assisted with other work ensure their homes were in a decent state of repair, this includes disabled assistance to enable people to remain in their own home, and minor works to properties.</p> <p>These works were funded through £1.4m regional housing board grant, which was fully utilized.</p> <p>All necessary amendments to various Housing Renewal Assistance application forms and associated documents have been carried out. Some further minor amendments have also been approved and implemented in accordance with the Policy. Implementation in 2009/10 will be continuously monitored against the BEST budget. The Policy as currently amended is due to be completed by end of May 2009.</p>	Martin Reid - Head of Housing Strategy and Development & Private Sector Housing	


Action

Action	Progress	Responsible Person	Status
1.5.8 Improve the energy efficiency of the city's housing stock across all tenures, and reduce the number of people on low incomes living in homes with a low energy efficiency rating	<p>In 2008-9 748 energy measures were installed for vulnerable and elderly households using £1.36m grant funding from the Regional Housing Board. This has reduced fuel poverty and improved health and well-being for our residents.</p> <p>These measures saved an estimated 436 tonnes of CO2 for the city</p> <p>All necessary amendments to energy efficiency grant application forms and associated documents have been carried out. (Additional comments as above also apply).</p>	Martin Reid - Head of Housing Strategy and Development & Private Sector Housing	





Strategy

1.6 Supporting people into work

Action

Action	Progress	Responsible Person	Status
1.6.1 Help more people to get into work and reduce dependency on benefits	<p>The LEP started in July 2008 and since then has helped 58 local residents from disadvantaged backgrounds, move from benefits to employment within the council. To date only one person has dropped out.</p> <p>Successful in gaining the regional LEP award for recruitment innovation.</p>	Paula Murray - Head of Culture & Economy	

Action

Action	Progress	Responsible Person	Status
19 1.6.2 Use the construction phase of major projects to develop local skills and business	<p>The ED team are taking a lead in convening a Regional Contractors Group bringing together contractors delivering skills training to work jointly and share good practice</p> <p>The London Road Supplementary Planning Document (SPD) is due to go out to public consultation on 26th May for a statutory 6 week period with a view to being adopted later in 2009.</p> <p>City College Pelham Street planning application was approved by the council in March 2009</p> <p>EDF Energy have converted their old garage building into permanent offices at their Portland Road site as the first phase of a more comprehensive redevelopment and consolidation programme after planning application received approval from the council in November 2008</p> <p>The economic development team has worked with a number of developers in securing planning consent for a wide range of commercial developments including the approval of Phase 4 at Woodingdean Business Park providing 6 new commercial units and the refurbishment and expansion of the former Flexer Sacks factory (east) to provide over 5,000m2 of new and enhanced commercial and leisure space.</p>	David Fleming - Assistant Director, Major Projects, & Regeneration	
Action	Progress	Responsible Person	Status
1.6.3 Develop apprenticeships that are relevant to the skills needs in key sectors of the economy	Since November 2008, 19 people have been established into apprenticeships within the council.	Paula Murray - Head of Culture & Economy	
Action	Progress	Responsible Person	Status
1.6.4 Develop training and employment agreements with employers	Comments to follow	Dan Shelley - Brighton and Hove Learning Partnership Manager	
Action	Progress	Responsible Person	Status
1.6.5 Work with employers to sustain and improve models of employer engagement	<p>The Local Employment Manager works with Jobcentre Plus to engage local employers to sign up to LEPs and how to introduce and make them more effective.</p> <p>The council is represented on LEADER helping employers understand legislation relating to equality and diversity.</p>	Paula Murray - Head of Culture & Economy	

Our Priorities



Our Priorities

2 Better use of public money


Strategy

2.1 Providing services that are good value for money

Action

Action	Progress	Responsible Person	Status
2.1.1 Deliver a council wide programme of value for money reviews of all services	All reviews were completed (housing management, waste, parks, development control, adult social care, corporate services, cultural services, CYPT. Improvements & savings are monitored and tracked in the directorate business plans.	Janice Millman - Assistant Director - Improvement & Organisational Development (I&OD)	
20 2.1.2 Introduce a new business planning framework and approach to risk and opportunity management	<p>We launched our improved business planning approach in 08/09, the framework has been redesigned and new guidance issued which links to our service outcomes, effective use resources and our value for money work principles.</p> <p>Directorates were fully consulted and are now using the approach. Key measures from the business plans will be included in the quarterly performance reporting within the organisation as well as featuring in budget reports and appraisals of staff.</p> <p>Risk and opportunity management strategy refreshed via Council in the summer, current role out of refreshed corporate MAPS via Audit Committee, recent Cabinet and other Member development to support.</p>	Janice Millman - Assistant Director - Improvement & Organisational Development (I&OD)	



Action

Action	Progress	Responsible Person	Status
2.1.3 Implement our Access Vision for our Citizens	<ul style="list-style-type: none"> • Strategy/long term vision agreed by Policy & Resources Committee on 29 November 2007. <p>Access vision now being integrated into a fuller programme of change to improve the customer experience and improve value for money, including:</p> <ul style="list-style-type: none"> · A high level business case for change · Customer access · Workstyles to improve productivity, the work environment and reduce accommodation · A "Show Me" project to test the approach to change · Training and development in service re-design · ICT · Staff engagement <p>The high level business case should provide a road map for change throughout the council.</p>	Valerie Pearce - Assistant Director, Customer Services	


Strategy

2.2 Protecting the council's financial position

Action

Action	Progress	Responsible Person	Status
2.2.1 Update the MTFS and review our reserves annually	MTFS 2008-2011 is in place and is reviewed and monitored.	Nigel Manvell - Assistant Director, Financial Services	
Action	Progress	Responsible Person	Status
2.2.2 Set prudent limits on how much we borrow	We have established prudent borrowing limits in the Medium Term Financial Strategy	Richard Szadziewski - Interim Director of Finance & Resources	




Action

Action	Progress	Responsible Person	Status
2.2.3 Implement our policies on Anti-Fraud & Corruption, Treasury Management and Debt Collection & Recovery	Introduction of new Officer Code of Conduct in next few months.	Nigel Manvell - Assistant Director, Financial Services	

Strategy

2.3 Responsible Financial Management

Action




Action	Progress	Responsible Person	Status
2.3.1 Improve financial management standards across the council	Two new "Managing Budget" courses have been designed and are now available through the corporate Learning & Development programme for managers. The first courses are due to be delivered in May 2009.	Nigel Manvell - Assistant Director, Financial Services	
2.3.2 Modernise how we manage and report our budgets using our new financial information system	We improved our score from 2 to 3 for the Use of Resources under the Comprehensive Performance Assessment (CPA) undertaken by the Audit Commission. This includes improved scores in value for money across the Council, financial reporting and financial standing.	Richard Szadziewski - Interim Director of Finance & Resources	
2.3.3 Further integrate our business and financial planning processes	TMT have approved the development of Service Level Agreements between support services and directorates to further improve business and service planning and establish agreed priorities and targets.	Nigel Manvell - Assistant Director, Financial Services	

Strategy


2.4 Ensuring the best use of our property & land assets

Action

Action

Action	Progress	Responsible Person	Status
2.4.1 Identify sites that are underused or surplus to requirements and make plans to redevelop or dispose of them to meet our corporate objectives	<p>Achieved Capital receipts totalling £1.75m for 08/09 , exceeding the annual target</p> <p>Successful marketing had been achieved for the Ice Rink and a bidder appointed, lease terms are currently being negotiated.</p> <p>Approval has been received and a marketing brief for Patcham Court Farm is being pre-pared whilst potential pre-lets are being explored with other public sector partners.</p>	Angela Dymott - Assistant Director, Property and Design	
2.4.2 Reduce our dependency on office accommodation by supporting effective mobile working for appropriate staff	<p>Accommodation changes as part of the VFM transformation programme have been completed at Hove Town and Kings House. The changes have achieved a reduction of office space, the sale of a surplus building, revenue savings through the surrender of a lease, better use of space by accommodating 41 extra spaces, improved file and reduction storage through EDRM and other systems, energy efficiency savings, promoted different working patterns and hot desking and improved staff working conditions and environment.</p> <p>Preparations have started for the Workstyle Workstream, VFM and exit from Priory House.</p>	Angela Dymott - Assistant Director, Property and Design	
2.4.3 Identify poorly performing buildings by reviewing our operational property assets in terms of condition, suitability and capacity	<p>•On-going through the asset management process. Reviewing service uses with Directorates, focusing on leased properties to explore alternative accommodation - this work continues and is focusing on CYPT and their drive for area based working.</p>	Angela Dymott - Assistant Director, Property and Design	

Action

Action	Progress	Responsible Person	Status
<p>2.4.4 Seek sustainable solutions to our new build and maintenance works programmes, improving energy efficiency and increasing materials recycling</p> <p>24</p>	<p>Sustainable designs for primary schools part of the primary capital strategy , currently in design to incorporate at Balfour Junior – ground source heat pump for space heating, photovoltaic and solar panels on the roof to heat the hot water, rainwater harvesting - project has started on site</p> <p>Davigdor Infants – has solar and photovoltaic panels - project due on site in September 2009</p> <p>Longhill School – project due on site in September and includes a ground source heat pump to heat the new extension plus solar panels on the existing roof to heat hot water for the washbasins. It includes a rainwater harvesting tank and passive ventilation system.</p> <p>All the above projects have funding contributed from the Carbon Management Programme Salix fund.</p> <p>Energy improvements to main office buildings through the carbon management programme and Salix fund to include boiler and control upgrades to HTH, lighting upgrades to KH and car park and Lanes car park, BTH and council wide server virtualisation - projects have been completed.</p> <p>New projects for inclusion in the next tranche of Salix funding are lighting upgrades to car parks and valve jackets. Various projects at the King Alfred and Portslade Library are currently being appraised for more energy efficiency proposals.</p>	<p>Angela Dymott - Assistant Director, Property and Design</p>	

Our Priorities




3 Reduce inequality by increasing opportunity

Strategy

3.1 Giving our children the best start in life

Action

Action

Action	Progress	Responsible Person	Status
3.1.1 Review and improve our services for children at risk and with special needs or disability	Multi-disciplinary area panels were established in April providing closer scrutiny of children who are on the cusp of care to reduce avoidable placement. The interface between the area panels and city-wide services has been strengthened to monitor outcomes for children who have been diverted from care.	Jo Lyons - Assistant Director Learning & Schools	
3.1.2 Make services more accessible by building more children's centres across the city	The full capital programme for the Children and Young Peoples Trust of Brighton & Hove for the 2008 / 2009 financial year totalled £9.9 million. This will fund improvements in schools, children's centres, youth centres and social services for young people. Three new Children's Centres are planned to open in 2010 in Westdene, Preston Park and Saltdean.	Caroline Parker - Head East Area, Early Years & NHS Commissioning	
3.1.3 Improve early assessment and support for children who need them	The Integrated Child Development and Disability Service has been developing an Integrated Care Pathway model that means that all relevant staff are involved in a single assessment process for children with significant additional needs. This plus development of a keyworker model should ensure that families receive services in a timely and joined up way and that duplication is minimised. Although short term stability figures are improving (12.4% in March 09 as against 14.2% in September 08) in reality the increased focus and new reporting mechanisms at a national level on children who are defined as 'missing' is likely to impact negatively on performance in the coming months. Nationally post the Laming review into services in Haringey numbers of LAC are increasing and Brighton and Hove is no exception with 401 LAC at year end as opposed to 372 in September 08. The Integrated Child Development and Disability Service has been developing an Integrated Care Pathway model that means that all relevant staff are involved in a single assessment process for children with significant additional needs. This plus development of a keyworker model should ensure that families receive services in a timely and joined up way and that duplication is minimised.	Liz Rugg - Assistant Director, Specialist Services	

25

Action

Action	Progress	Responsible Person	Status
3.1.4 Ensure that the city has sufficient flexible and accessible childcare to allow parents to work and train	An updated version of the Childcare Sufficiency Action Plan will be published in June 2009.	Caroline Parker - Head East Area, Early Years & NHS Commissioning	
Action	Progress	Responsible Person	Status
3.1.5 Deliver a range of positive activities for young people		Paul Brewer - Quality & Performance	No Target
Action	Progress	Responsible Person	Status
3.1.6 Improve young peoples' reading levels by implementing a city reading strategy	Strategy has been developed and the launch took place this month. We have a clear city wide vision and set of priorities to improve reading for all across the city.	Jo Lyons - Assistant Director Learning & Schools	
Action	Progress	Responsible Person	Status
3.1.7 Help keep children safe on our roads with Bikeability cycle training, road safety education, and publicity	The council's dedicated, Bikeability instructors have trained over 1600 pupils in 2008. Bikeability training is now available to all Year 5 and 6 Bike-It pupils. Over 1,300 children have received pedestrian training	Mark Prior - AD - Sustainable Transport	




Strategy

3.2 Providing excellent education for all



Action

Action	Progress	Responsible Person	Status
3.2.1 Develop a capital programme for the rebuilding and refurbishment of primary and secondary schools	Our Primary Strategy for Change has now been approved which means that the funding indications for 2010/11 have been confirmed. We will be working with BECTA to expand the ICT component of this programme. Our revised Expression of Interest (EoI) for BSF was submitted on 30th November 2008. This has been accepted by Partnership for Schools (PFS) who have ranked us as 32 out of 75 authorities for the initial project. Ranking was determined by deprivation and standards. We have continued to work on our preparation for BSF and expect to have a completed Readiness to Deliver document by the end of June 2009. We anticipate that PFS will invite us to submit this document by March 2010 at the latest and we will then progress to the Outline Business case Stage (1 year) and LEP procurement (1 year).	Gil Sweetenham - Assistant Director, Central Area & School Support	

Action

Action	Progress	Responsible Person	Status
3.2.2 Build an academy at Falmer providing excellent educational opportunities and specialising in entrepreneurship and sport	Kier have been agreed as the preferred bidder to build the academy and some initial works will begin during the school summer holidays 2009. Philomena Hogg has been appointed as the Principal designate and will take up post on 1st September 2009 prior to the opening of the new academy in September 2010.	Gil Sweetenham - Assistant Director, Central Area & School Support	
3.2.3 Improve support to children and young people with behavioural, emotional and social needs	Exclusions continue to reduce. Only 3 permanent exclusions so far on 08/09. Continued development of city wide behaviour partnerships to secure alternative support for children with Behaviour Emotional and social difficulties.	Jo Lyons - Assistant Director Learning & Schools	
3.2.4 Review special needs provision and promote inclusive practice	New funding model for special schools introduced in line with Value for money recommendations. Inclusive provision and support being developed with mainstream schools. Numbers of high cost out of city placements reducing. Numbers of children transferring to special school from mainstream also reducing.	Jo Lyons - Assistant Director Learning & Schools	

Action





Action	Progress	Responsible Person	Status
<p>3.2.5 Improve museum education services for children and adults through the Museum Renaissance Programme</p> <p>2008</p>	<p>Supported through funding from Renaissance in the Regions a dedicated Early Years Museums specialist has been working in all 14 of the city's Children's Centres</p> <p>Sessions are currently reaching 2,000 children a year and aim to create a sense of community through working with the stories and artefacts of the city, communicating shared histories and developing skills, knowledge and understanding in under-fives. Importantly they are also designed to develop confidence of parents in supporting their child's learning through play with new initiatives for 2009 targeted at supporting father and toddler groups.</p> <p>Feedback from visitors at Whitehawk Children's Centre demonstrated that 68% of under 16s and 54% adults said they will visit one of the city's museums as a result of seeing display. Previously 6% of those who looked at the display had never visited any of the city's museums and only a quarter had visited the Royal Pavilion or Brighton Museum before.</p> <p>Feedback on the Micro museum at Portslade Community Library which receives 80,000 visits per annum is currently being analysed.</p> <p>Two further Micro museums are planned for 2009-11</p>	<p>Janita Bagshawe - Head of Royal Pavilion & Museums</p>	
<p>3.2.6 Increase public access to excellent online information and learning in public libraries</p>	<p>The number of virtual visits to Libraries through the website and using our online services has increased from 2 million in 2007-08 to 2.65 million visits in 2008-09, a 32% increase year-on-year.</p> <p>Library membership enables free access to over 300 different online reference book titles or subscription websites, and we have increased the range of titles available this year. Using their Library membership card, people can access these free resources in any of our libraries, or from the comfort of their own homes through the library website.</p> <p>Libraries offer Silver Surfer sessions to support older people using computers in eight libraries, and have run an estimated 90 individual sessions this year, exceeding the target set of 50 sessions.</p>	<p>Sally McMahon - Head of Libraries & Information Services</p>	

Strategy




Strategy

3.3 Improve the health of our residents

Action

Action	Progress	Responsible Person	Status
3.3.1 Provide mothers with the help they need to breastfeed	The breastfeeding strategy is nearing completion We have recruited three peer support workers and 15 peer supporters who will be working in areas of the city where breastfeeding rates are low. Improved data collection systems are now enabling us to target our resources more effectively to those areas of the city not in need of additional support. We are in the process of recruiting a job -share Health Visitor to promote breastfeeding across the city and in addition we will be recruiting 2 fulltime specialist breastfeeding Early Years Visitors to create a robust breastfeeding support team.	James Dougan - Assistant Director. East Area, Early years & NHS Commissioning	
3.3.2 Support participation in sport, particularly among the young	Our active for life programme supported the following : <ul style="list-style-type: none"> • 932 young people in summer fun activities • 16,216 young people in "take part" event in summer 08 • 72 young people in volleyball clinics • 140 young people in ASDA sporting chance scheme • 100 young people active for life summer camp 	Ian Shurrock - Head of Sport and Leisure	
3.3.3 Improve support in the community for those with mild mental health problems	Reconfiguration of Sussex Partnership Trust services to provide self direct support - <ul style="list-style-type: none"> • Review in on track and aims to report to the JCB in November 2009. Commissioning of additional psychological therapy posts in SPT - <ul style="list-style-type: none"> • Higher IAPT activity targets have been renegotiated with the SHA. All 28 staff have been recruited, although 3 have dropped out. Access is via GP referrals on completion of an NHS screening tool. 	Denise D'Souza - Director of Community Care	
3.3.4 Provide better health information in our libraries, and expand the Books on Prescription scheme	Books on Prescription collections are now available in Jubilee, Hove and Whitehawk Libraries to enable referrals from more GPs across the city. A successful Health Information promotion event was delivered with our city-wide partners in April, using Jubilee Library and Jubilee Square. Libraries are a partner in the delivery of the local Information Prescription project that is launching in July, and is already participating in the NHS national Information Prescription initiative.	Kate Rouse - Principal Library Manager: Information & E-Services	

Action

Action	Progress	Responsible Person	Status
3.3.5 Help more older people to maintain independence through better rehabilitation and intermediate care	<p>Significant reduction in delayed transfers of care in 2008/09.</p> <p>1200 new recipients of telecare and planning underway with PCT re a Telehealth pilot.</p> <p>Phase 1 of reablement service successfully completed and phase 2 underway.</p> <p>Dementia Care at Home Service reviewed and will be recommissioned.</p> <p>Implementation of day care review underway.</p> <p>Dementia at home service commissioned and underway but some issues</p> <p>Review of day care complete and recommendations agreed.</p>	Philip Letchfield - Interim Head of Adult Social Care (Performance and Development)	
3.3.6 Improve air quality by reducing transport emissions	<p>The 'mid-term' 2006/07 -2010/11 Local Transport Plan Progress Report included an update on the council's Air Quality Action Plan.</p> <p>Overall levels of Nitrogen Dioxide (NO2) at key monitoring sites are decreasing, but some remain above levels that are considered safe.</p> <p>In November 2008, the Environment & Community Safety Overview & Scrutiny Committee requested, considered and welcomed a report on the council's approach to addressing air quality in the city through transport and land-use policies and measures.</p> <p>The Local Transport Plan promotes 2009 as the year of walking and cycling, and associated projects and initiatives will assist in reducing emissions from transport.</p>	Mark Prior - AD - Sustainable Transport	
3.3.7 Bring the drug treatment system in line with new and emerging best practice, training staff better and providing a high-quality, stable service	The national treatment agency (NTA) mid year review in October 2008 recognised Brighton & Hove as having a strong and robust partnership in delivering drug treatment services. The NTA also recognised that the partnership was good at getting people into treatment and retaining them there	Simon Scott - Primary Care Trust	

Action

Action	Progress	Responsible Person	Status
3.3.8 Improve public health by improving the health and safety of workplaces, the fitness of food sold, and the quality of the city's air.	<p>Our 5 year £26+million LTP has a range of targets and policies to reduce transport emissions and these as well as projects ie cycle demonstration town are all contributing to improving air quality.</p> <p>Our LTP for 2009/10 is focussed on the year of walking and cycling which includes a variety of projects and initiatives specifically designed to reduce emissions from transport.</p> <p>ASC have completed a project on the management and training of food safety in all our establishments, the impact is beginning to be seen in improved scores on the doors.</p> <p>Adult Social Care have completed a major project focused on ensuring fire safety in all our residential establishments.</p> <p>We now have 1371 premises in the "Scores on the Doors" scheme and the 5* premises have increased from 7 to 22% ion the last 18 months. The Scheme will continue to be promoted and publicised.</p>	Judith Macho - AD - Public Safety	




Strategy

3.4 Working together to target the most vulnerable


Action

Action	Progress	Responsible Person	Status
3.4.1 Provide more self-directed support, so individuals can control their own care	<p>2008/09 we set a target of 300 people receiving direct payments and achieved 390.</p> <p>Work on RAS is on target, we are part of a national pilot led through FACE. Next milestone will be pilot in Autumn 2009.</p>	Philip Letchfield - Interim Head of Adult Social Care (Performance and Development)	

Action

Action	Progress	Responsible Person	Status
3.4.2 Help more vulnerable adults and older people to live in their own homes and to claim the benefits they are entitled to	<ul style="list-style-type: none"> • Access Point has sustained a 90% performance in resolving at point of contact. Review of the service underway. • Level of additional benefits take up sustained through both the Financial Assessment & Welfare Rights Team and the 50+ Community Partnership. • Access point is receiving on average around 1000 requests a month for information and 300 for actual social care assessments. • Pilot of Information Prescriptions across 8 sites will commence in May 2009. 	Philip Letchfield - Interim Head of Adult Social Care (Performance and Development)	
3.4.3 Help those on benefits save money through greater fuel efficiency	<p>Warm Front Excess Charge Grants were provided to 100% of eligible applicants in 2008/09. Delivery of this programme will continue during 2009/10.</p> <p>Delivery of Brighton & Hove Warm-Homes was maintained throughout 2008/09 (including promotion through a benefits mailshot in early 2009). The programme will continue during 2009/10.</p> <p>Establishment of a programme to survey and insulate lofts and cavity walls in relevant council housing properties managed by Climate Energy - Survey and delivery programme was established during 2008/09. To be continued during 2009/10 (funding allocation to be reviewed).</p>	Graham Osborne - Housing Sustainability Project Manager	
3.4.4 Target citywide problems such as worklessness and mental health by working better with our partners	<p>The key actions to help deliver the project objective are:</p> <ul style="list-style-type: none"> * Better joint analysis of data and intelligence to inform strategic priorities * Improved analysis and measurement of specific contributions of all partners to outcomes * Changes in resource allocation, not new resources * Improvements in staff training to address complexity/ complex problems * Improved understanding of joint approaches to shared problems and therefore joint outcomes * More flexible use of staff resources from different organisations/ sections to allow a concerted effort on specific complex issues * Improving performance and delivery intelligence through stronger links and accountabilities between PDG and thematic partnerships on behalf of 2020 Community Partnership 	Simon Newell - Partnerships & External Relations	

Action

Action	Progress	Responsible Person	Status
3.4.5 Expand the breadth of the curriculum offer to take into account the needs of all young people and increase the number of in-year enrolment opportunities to encourage those not in education to re-engage 33	<p>14-16</p> <ul style="list-style-type: none"> • Key Stage 4 Engagement Programme in 2nd year targeting 250 young people in Years 10/11 that are at risk of disengagement/disengaged. 3 levels of activity are available – 1 day per week for Year 10; 2 days per week for Year 11 and 2 day a week for 12 weeks for both (these are roll on roll off and start every half term). Very successful at recruiting and retaining students and valued by schools, young people and LA. Continues in 2009/10 • European Social Fund (ESF) pre-engagement programme delivered by CYPT to provide more 1:1 support for those most disengaged. Targeting 150 over the 2008-10 period and well on track. • City College provide 500 1 day a week vocationally focused courses for Years 10/11. Broadened range of curriculum areas in 2008/9 and again in 2009/10. • LA successfully introducing 4 additional Diplomas from Sept 09 (Construction, Hospitality, Landbased and Environment and Creative and Media) in addition to Society, Health and Development which began in Sept 09. <p>16-19</p> <ul style="list-style-type: none"> • 108 additional Entry to Employment (e2e) places offered throughout the academic year 2008/9. • Increase in January starts for 16-19 year olds at City College • Entry to Learning pilot began in city (one of four in the country) that provides additional 1:1 support and provision for NEET young people who want to progress onto education. Led by CYPT in partnership with Hove YMCA.) • Diplomas in SHD and Creative and Media have 16-19 cohorts for 2009/10. • City College developing targeted provision for 18-24 year olds who have been unemployed for 6+ months. This will be offered in roll on – roll off format. 	Dan Shelley - Brighton and Hove Learning Partnership Manager	

Our Priorities


4 Fair enforcement of the law

Strategy

4.1 Reduce crime and anti-social behaviour

Action

Action

Action	Progress	Responsible Person	Status
<p>4.1.1 Deliver a parenting strategy that sets out different levels of support from prevention through to compulsory engagement and enforcement</p> <p>34</p>	<ul style="list-style-type: none"> •Implementation of the Parent Support strategy is progressing well and on target. The Triple P evidence based parenting programme that is being rolled out in Brighton & Hove offers support and intervention for parents and carers at all levels of need. •Tip sheets, seminars and parenting groups are being delivered in each area and cluster through Children’s Centres and Extended Services to address problems at an early stage. These services are publicised through the Family Information Service The voluntary sector have been commissioned to offer specialist groups to BME parents, parents of children with disabilities and parents with substance misuse problems. •Targeted groups and 1 to 1 intensive interventions for families with high level needs are being coordinated by the Senior Parenting Practitioner within parenting team. •The Parenting Order Panel chaired by the Parenting commissioner is established and coordinating all requests for Parenting orders. The Parenting Order Panel has representation from Housing, the Anti Social Behaviour team, the YOT the police, the Education Welfare Service and the Parenting team. •The father’s Network has been re launched and specific Triple P groups are being run for fathers. Parenting interventions are being embedded in the practice of the Anti social Behaviour Team, the Family Intervention Project, the YOT and the newly established TYS teams. Outcomes are monitored and collated by the parenting team and further training to address gaps is being planned. 	Linda Beanlands - Head of Community Safety	

Action

Action	Progress	Responsible Person	Status
4.1.2 Involve communities in reducing crime and antisocial behaviour in social housing	<p>A draft Social Exclusion Strategy – “Turning the Tide” outlines the aims and objectives to address anti-social behaviour, intergenerational social exclusion and quality of life experience for residents in social housing living in areas of multiple deprivation in Brighton and Hove, using a balance of support and enforcement to address behaviours that impact negatively on individuals, families and the community. The Strategy is currently at the second draft stage. A pilot project will be undertaken during Summer 2009 with feedback sought from key stakeholders, partners and council tenants before a final draft is presented to Cabinet for approval later this year (2009/10).</p> <ul style="list-style-type: none"> • It is envisaged that Turning the Tide will be one of the targeted interventions being led by the Council to address the needs of specific groups of vulnerable residents with multiple and complex needs. Strong links to other initiatives such as the Family Pathfinder and the Family Intervention Projects have been established as part of the development and forward delivery of the strategy, to ensure that it complements the work of these initiatives and to avoid duplication. • Several high profile cases of anti-social behaviour have been resolved following enforcement action and preventative work by the Council's anti-social behaviour teams. Training has been delivered to housing officer staff. Residents in several cases have report improvements to their community well-being following council intervention. 	Nick Hibberd - Assistant Director, Housing Management	
35			
Action	Progress	Responsible Person	Status
4.1.3 Improve support to survivors of domestic violence	We have received national recognition for our domestic violence work/service and have now set up in the city specialist domestic violence courts.	Linda Beanlands - Head of Community Safety	



Strategy

4.2 Fair enforcement

Action

Action	Progress	Responsible Person	Status
4.2.1 Reduce noise problems by swift investigation and action on complaints	<p>A reduction in the annual increase of noise complaints has been noted with noise complaints rising by 3.4% in 2008/09.</p> <p>Monitoring of the noise service continues to ensure resources are directed in accordance with the evidence of demand.</p>	Judith Macho - AD - Public Safety	

Action

Action	Progress	Responsible Person	Status
4.2.2 Continue with high-profile enforcement of food and health and safety rules	<p>We now have 1371 premises in the "Scores on the Doors" scheme and the 5* premises have increased from 7 to 22% ion the last 18 months.</p> <p>The Scheme will continue to be promoted and publicised.</p> <p>We have now successfully completed the FIT3 inspection programme.</p>	Judith Macho - AD - Public Safety	
Action	Progress	Responsible Person	Status
4.2.3 Maintain our excellent record on environmental health Improvements	<p>The Community Payback programme has developed and has been firmly linked to local neighbourhoods via their Local Action Teams which allows communities to have a greater say in the delivery of this service in their areas.</p> <p>Community Action days / events continue to be very successful.</p> <p>The public art project has received further national publicity as an example of best practice and attracted further funding.</p> <p>It is now linked to "Visit Brighton" and so helping to promote the city to tourists as well as generally improving an area for residents</p>	Judith Macho - AD - Public Safety	

Our Priorities

5 Open and effective city leadership

Strategy

5.1 Keeping residents informed and engaged

Action

Action

Action	Progress	Responsible Person	Status
5.1.1 Support the city-wide assembly for housing tenants and leaseholders	<ul style="list-style-type: none"> The residents' City wide assembly has been successfully launched, holding its first meeting in November 2008 and second meeting in May 2009. The Audit Commission undertook advice and assistance work of our resident involvement arrangements in March 2009 and gave the following feedback: <ul style="list-style-type: none"> Resident involvement is well resourced and supported Residents are consulted on a wide range of issues. Significant progress has been made in rebuilding/strengthening trust with tenants since the stock transfer ballot. it will be easy for residents to hold the council to account over its Service Improvement Plan 2009-12. A Resident Involvement Strategy should be developed to ensure that value for money and effectiveness of resident involvement is maximised. Work is underway to develop a Resident Involvement Strategy following recommendations from the audit commission and will be completed during 2009/10. The residents' newsletter 'Homing In' has been reviewed and re-launched during 2008/09 in consultation with residents to keep all residents informed and engaged. 	Nick Hibberd - Assistant Director, Housing Management	
5.1.2 Create a new forum that will inform decisions on the personalisation of adult social care	<p>Partnership Board established to support stakeholder input into personalisation programme.</p> <p>Programme of events and communications undertaken re Self Directed Support and further activity planned for 2009/10.</p> <p>Consultation and Information Group have reviewed feedback, evidenced impact and identified scope for improvement,</p>	Philip Letchfield - Interim Head of Adult Social Care (Performance and Development)	
5.1.3 Create a community engagement framework to bring council decisions closer to the people	Extensive consultation via community and voluntary sector and other groups over the summer. Signed off by Cabinet on 20/11 and will be taken to the LSP on 2nd December. The lead for the Council will be the Voluntary Sector Unit	Emma McDermott - Senior Policy Development Officer	

Our Priorities




6 Building an excellent Council

Strategy

Strategy

6.1 Becoming an employer of choice


Action

Action	Progress	Responsible Person	Status
6.1.1 Ensure that our internal processes for managing people are consistently strong and effective	<p>New performance development planning framework created and re-launched (through the scheme and individual folders to support) "golden thread links" made much clearer (i.e. individuals know why they are doing things in terms of the council's broader objectives) management and leadership standards established and embedded into the PDP process, supported by learning and development offerings for managers (probably not enough at present).</p> <p>Corporate approach to obtaining Investors in People (IiP) status to support stronger people management ongoing, all Directorates making significant progress aiming for corporate assessment (ie one IiP assessment early in the new year 2009).</p> <p>This approach and messages supported by staff conferencing in the summer 2008, launch of Team Talk, messaging in The Channel (and via The Wave).</p> <p>Staff Excellence Awards Scheme currently being reviewed (creating an "Oscars" for the city/city council).</p> <p>Use of 360o Appraisals and talent management ongoing</p>	Janice Millman - Assistant Director - Improvement & Organisational Development (I&OD)	
6.1.2 Modernise our pay schemes to make them fair and comprehensible	<p>95% of employees offered an equal pay settlement accepted this in March. A further session will be held on 22nd June to cater for those who were unable to attend in March.</p> <p>Negotiations on our future pay scheme are due to commence in June and the plan is to implement a new transparent and equitable scheme by the end of December 2009.</p>	Charlotte Thomas - Assistant Director Human Resources	
6.1.3 Transform our HR approach through new technology, reducing costs and allowing more flexibility in how we manage our business	<ul style="list-style-type: none"> • Embedding of new structure as part of a wider HR Transformation is on going • Purchase of new HR & Payroll system has been agreed and completed. Project Plan outlining key deliverables by milestone dates has been produced. • Project Manager has been appointed to lead both the technical migration into the new IT platform and the customer / employee engagement to support effective implementation. • Skills matrix has been constructed to help identify and prioritise core development needs which support "employer of opportunity", underpin delivery of HR Transformation Plan and help create a more agile and flexible HR team. Early results look promising. 	Charlotte Thomas - Assistant Director Human Resources	

Action

Action	Progress	Responsible Person	Status
6.1.4 Increase our staff satisfaction and thereby improve the quality of services delivered	<ul style="list-style-type: none"> • Work progressing on a Wellbeing strategy and on the cultural web as part of the Dignity at Work project • Discussion now taking place regarding questions for next staff survey due Dec 2009 	Charlotte Thomas - Assistant Director Human Resources	
6.1.5 Increase the number of apprenticeships/trainee schemes that lead to local people working for us and partner organisations in the city	<p>A 2 page impact summary has been written for council on the Apprenticeship Act 2009. In anticipation, a citywide steering group has been established to prepare and implement a strategy, led by BHCC.</p> <p>All new contract tenders will contain a % (rec 30) of having to utilise LEP and Apprenticeships in the recruiting process.</p> <p>An Apprenticeship Officer has been employed to the LEP team to coordinate this, with a target of 30 apprentices into the council in 09/10.</p>	Charlotte Thomas - Assistant Director Human Resources	
6.1.6 Ensure that we continue to make progress with good diversity in our workforce	<p>The excellent work underway in the council was recognised by assessors this year when we were awarded level 3 of the equalities standard. Positive progress has been made on most workforce performance measures in the last 12 months. There has been a marked increase in the numbers of senior women and disabled staff. For employees not in the top 5% of earners the improvement is more marked with 25% improvement in the employment of disabled staff and an increase in the employment of BME staff. The percentage of the workforce who are from BME groups is 4.15%, while the percentage of staff who are disabled is 6.15% (top quartile on comparative performance).</p> <p>Sickness levels remain comparatively high at just under 11 days a year per employee, with a slight worsening in performance in the past 12 months.</p>	Janice Millman - Assistant Director - Improvement & Organisational Development (I&OD)	


Action

Action	Progress	Responsible Person	Status
6.1.7 Develop a comprehensive people strategy to ensure we have the workforce that we need into the future	<p>The Workforce Strategy is complete and was published in May 2009. It outlines the future agenda of management needed to support our partnerships, multi-disciplinary working and increased customer focus. This will require a new set of management skills and competencies for some managers. In particular, there is a need for managers to have excellent people skills to develop employees and manage performance. Management skills such as coaching, mentoring and feedback skills have been identified as being particularly important for the future.</p> <p>We will continue to roll out a programme of managers' forums to support improvement and the delivery of corporate priorities as well as ensure the development of leadership skills in our top managers.</p>	Janice Millman - Assistant Director - Improvement & Organisational Development (I&OD)	


Strategy

6.2 Creating opportunities and reducing barriers to achievement for all residents

Action

Action	Progress	Responsible Person	Status
6.2.1 Create an Equality & Inclusion Policy to draw together our activities on reducing inequality	<p>The policy has been launched and is has been promoted and advertised throughout the council and to key partners to raise awareness of our approach. The annual update on the current action plan is being completed at present and will go to Cabinet in mid-July.</p> <p>The local authority is working towards establishing g a Single Equalities Scheme to be completed by the end of 2009. In addition a working group of City Inclusion Partnership of our statutory partners is also exploring how to develop the scheme or charter across the city.</p>	Mary Evans - Head of Equalities & Inclusion	


Action

Action	Progress	Responsible Person	Status
6.2.2 Improve our rating on the equalities standard for local government to ensure a consistent approach across all services	<p>We achieved level 3 in March '09. The assessment system has since been revised, which means we will now be aiming for the new top level (3 – 'excellent').</p> <p>An Improvement Plan, based on the findings of the assessors, has been developed and will support progress to the top level of the new system.</p> <p>Extensive training has been provided across the council on EIAs, based on the new toolkit.</p> <p>The EIA timetable is now on the council website and being regularly updated. Progress is measured and reported quarterly to TMT.</p> <p>All completed EIA summaries are published on the council website.</p>	Mary Evans - Head of Equalities & Inclusion	


Strategy

6.3 Delivering excellent services that are good value for money


Action

Action	Progress	Responsible Person	Status
6.3.1 Have improved score on the Audit Commission's Use of Resources measure	The council did improve its value for money score in the 2008 Comprehensive Performance Assessment (CPA), this improvement, combined with our highly performing service areas lead to the council achieving the top rating of 'excellent' for a council.	Janice Millman - Assistant Director - Improvement & Organisational Development (I&OD)	

Action



Action	Progress	Responsible Person	Status
<p>6.3.2 Have demonstrated that our value for money work has supported the decrease in council tax rises and efficiency savings</p> <p>42</p>	<p>Specific examples of progress of demonstrable outcomes from the value for money reviews are:</p> <p>Adult Social care - the service has a two-year plan to implement the home care and day care reviews, the areas in which most savings are anticipated to be realised. The reviews include financial savings targets, which were agreed by Members with regular review through the Cabinet Member Meeting. A further key area of work is the personalisation programme. While led by national policy drivers, the service is taking the opportunity to include efficiencies wherever possible.</p> <p>Housing - Reducing spend on agency staff. The service remains on schedule to set clear spend reduction targets, estimated to be in the region of 25%, by April 09. Reductions in spend on agency staff are already being achieved in Housing Management, falling from £622,427.29 in 07/08 to £321,675.29 in 08/09.</p> <p>Children & Young People's Trust - Reduce SEN costs, improvements against targets continue with out of city placements, which have reduced from 116 to 103 in the past 12 months, along with a 15% reduction in special school placements through intervention.</p> <p>Culture & Enterprise - Income maximisation - various activities are being progressed, including: the introduction of recommended donations levels at the Royal Pavilion and museums in April 09; rearrangement of the Hove Town Hall front of house box office services by April 09 and; visitbrighton relaunched to deliver accommodation bookings.</p> <p>Environment - changes are anticipated to generate savings of just under £1 million per annum. Savings will be reflected in both BVPI86 cost of waste per household and BVPI87 cost per tonne of municipal waste, which are both reported on annually.</p> <p>Significant progress and savings as a result of increased staff attendance.</p>	<p>Janice Millman - Assistant Director - Improvement & Organisational Development (I&OD)</p>	

Action

Action	Progress	Responsible Person	Status
6.3.3 Have embedded a business planning and risk management framework that will deliver continuous improvement	<p>We launched our new and more effective approach to business planning, all directorates have published their plans with the exception of the CYPT, which is in the process of developing a new Children & Young People's Plan. liP accreditation provided some reassurance that the systems are in place for good planning and appraisals of staff. TMT will continue to review the quality and effectiveness of the plans over the coming year.</p> <p>The Risk & Opportunity Management strategy has been approved and is in place.</p>	Janice Millman - Assistant Director - Improvement & Organisational Development (I&OD)	

1. Progress against health of the organisation indicators

Indicator	Target	08/09 Result	Improvement Actions / Comments	Direction of travel
Progress against Equality standard level (BV2a)	Level 3	Level 3	We achieved level 3 of the Equality Standard in 08/09. On 1st April 2009 the standard was replaced by the Equality Framework which has 3 levels, our previous score makes us level 2 under the new framework. Level 3 is the highest performing and represents an 'excellent' service; we are aiming to reach level 3 of the new framework by March 2009.	● GREEN
% of disputed invoices with 30 days (BV8)	95	92.79%	Brighton & Hove City Council has been paying about 93% of supplier invoices within thirty days of receipt, which is slightly below the locally set target of 95%. Staff within Financial Services has been working on ways in which we can further improve this area of performance and address the target of paying small suppliers within 10 days of receipt of invoice. From April new reports will be produced that will focus on the length of time the Authority takes to pay suppliers, and this will include an analysis of the length of time it takes to pay small suppliers. These reports will be produced at corporate	● AMBER

Indicator	Target	08/09 Result	Improvement Actions / Comments	Direction of travel
			and directorate levels. Additionally, staff from Financial Services will be working with staff across the council who are involved with the purchasing of goods or services to improve our corporate use of the Purchasing System. Correct use of the Purchasing System will benefit the Authority and its suppliers by allowing us to process invoices more quickly, as well as providing improved procurement management information.	
Absence due to Sickness, working days lost per FTE (BV12)	9.5 days	9.9 days	Work is underway to address sickness absence in the council, including: <ul style="list-style-type: none"> • Intensive training for managers • One to one coaching for managers on difficult cases • Accelerated progression of long term cases • Trialling a new way of reporting and monitoring sickness • Early intervention on cases of stress or back problems 	 AMBER
% of top paid 5% of staff who are women (BV11a)	52%	54.70%	We have exceeded our target on this indicator and we continue to well. The percentages represent 181 male employees and 207 female employees.	 GREEN

Indicator	Target	08/09 Result	Improvement Actions / Comments	Direction of travel
			This BVPI is no longer required for monitoring nationally however, locally we will maintain monitoring of progress against this indicator to ensure continuous improvement. We are in discussion with HR about future target levels. This is top quartile performance (top quartile is 43.56%)	
% of top paid 5% of staff who are from an ethnic minority (BV11b)	3.5%	3.12%	This BVPI is no longer required for monitoring nationally however, locally we will maintain monitoring of progress against this indicator to ensure continuous improvement. We are in discussion with HR about future target levels. This is upper median quartile performance (top quartile starts at 4.53%)	● AMBER
% of top paid 5% of staff who have a disability (BV11c)	5.5%	3.90%	This BVPI is no longer required for monitoring nationally however, locally we will maintain monitoring of progress against this indicator to ensure continuous improvement. We are in discussion with HR about future target levels on this and other workforce targets. This is upper median quartile performance (top quartile starts at 5.49%)	● RED
% of top paid 5% of staff who are LGBT	Baseline 08/09	13.3%	This BVPI is no longer required for monitoring nationally however, locally we will maintain monitoring of progress	● AMBER

Indicator	Target	08/09 Result	Improvement Actions / Comments	Direction of travel
			against this indicator to ensure continuous improvement. There is no comparison information for this indicator	
Staff declaring they meet DDA as a % of total workforce (BV16a)	5%	3.84%	This BVPI is no longer required for monitoring nationally however, locally we will maintain monitoring of progress against this indicator to ensure continuous improvement. This is upper median quartile performance (top quartile starts at 4.43%)	● RED
% of staff who are from ethnic minorities (BV 17a)	5%	4.33%	This BVPI is no longer required for monitoring nationally however, locally we will maintain monitoring of progress against this indicator to ensure continuous improvement. This is upper median quartile performance (top quartile starts at 5.2%)	● AMBER
% of buildings open to the public that are suitable and accessible to people with disabilities (BV156)	70%	70.12%	Access improvement works to bring 7 more buildings up to Grade 1 or 2 DDA standards were put in place.	● GREEN

2. How many complaints do we receive, who deals with them?

BHCC has four complaints processes which members of the public can make use of. The corporate complaint process has two stages plus Ombudsman and is easily the most used with over 2000 complaints being processed at the various stages throughout the year. This is considered to be comparable with other local authorities.

Complaints about both Children Social Care and Adult Social Care were dealt with through a statutory framework that was similar up until the end of 2008/09. Each had a three stage process and dealt with 60 and 93 complaints respectively.

How quickly do we reply to complaints?

BHCC stated aim is to reply to Stage One corporate complaints within 10 working days. Performance targets were introduced at the beginning of the year based upon comparisons with other local authorities. A target of replying to 90% of complaints within 10 working days was set.

The figures attained during the year for the whole council were an average response time of 11.1 working days with 76% being dealt with in 10 working days.

Best performing Local Authorities consistently achieve average Stage One response times of under 10 working days with 90% or more within dealt within 10 working days. The introduction of a new complaints software offering improved tracking systems coupled with regular reporting to DMTs may improve the complaints turnaround at BHCC.

How happy are people with our attempts to resolve complaints?

By looking at complaints being referred to Stage Two for further investigation where a person is unhappy with the response they receive and those handled by the Ombudsman it would appear that public satisfaction with the resolution of complaints may have improved. The proportion of complaints escalating to Stage Two has reduced from 8.5% in 2007/08 to 5.9% in 2008/09. At the same time the number of complaints investigated by the Ombudsman reduced from 68 to 60. Payments made in respect of complaints reduced from £9194.00 to £4768.50.

What are our reporting arrangements?

During 2008/09 TMT were given headline information about complaints performance for each directorate. A quarterly report was provided to each DMT which gave more detailed information on performance within each service area and highlighted any major shifts in practice or performance.

What support do Standards and Complaints provide for service teams and what effect has this had?

Teams who provide service to high numbers of residents and/or where there were unusually high levels of complaints attend regular review meetings with officers from the Standards and Complaints Team. This has enabled teams to better understand the sources of the complaints they receive and to take action to reduce the level of complaints on these issues. For example Housing Repairs and Maintenance now have a clearer picture of which trades and contractors generate complaints which they are able to take to contract meetings, Revenues undertook a review of the recovery service provided by external bailiffs and are also implementing a specific telephone advice line, Development Control have re-organised their service in such a way that it is now much easier for applicants to speak directly to a planning officer.

A key requirement of the CAA is that Local Authorities learn from and act upon customer feedback. As an organisation we need to strengthen our ability to do this in all service areas.

Subject:	Local Development Framework – Brighton & Hove Core Strategy: Amendment to the Spatial Strategy		
Date of Meeting:	11 June 2009		
Report of:	Director of Environment		
Contact Officer:	Name:	Liz Hobden	Tel: 29-2504
		Sandra Rogers	29-2502
	E-mail:	liz.hobden@brighton-hove.gov.uk	
		sandra.rogers@brighton-hove.gov.uk	
Key Decision:	Yes	Forward Plan No: CAB10453	
Wards Affected:	All		

FOR GENERAL RELEASE

Note: The special circumstances for non-compliance with Council Procedure Rule 7, Access to Information Rule 5 and Section 100B (4) of the Local Government Act as amended (items not considered unless the agenda is open to inspection at least five days in advance of the meeting) were that consideration had to be given to the implications for the Core Strategy of the intended South Downs National Park (published 30 March) and the South East Plan (published 6 May).

1. SUMMARY AND POLICY CONTEXT:

- 1.1 The aim of this report is to amend the Core Strategy's 'spatial strategy' regarding the broad location of development in the city. The amendment seeks to make it clear that the release of land within the urban fringe for housing development will only be considered as a last resort and as a contingency position in the long term (post 2020).

2. RECOMMENDATIONS:

- 2.1 That Cabinet agrees the Spatial Strategy, Urban Fringe and Housing Delivery policy options for consultation and inclusion in the Council's Core Strategy subject to any minor alterations being made by the Director of Environment in consultation with the Cabinet Member for Environment.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:**B Spatial Strategy**

- 3.1 The South East Plan (published May 2009) sets strategic housing targets for local authorities. For Brighton & Hove, the target is 11,400 additional homes to be achieved by 2026 (not including the Shoreham Harbour target). For the Core Strategy to be found 'sound' by the Planning Inspector (at examination), the city council is required to demonstrate that housing targets can be met for at least the

first 15 years of the Core Strategy period and to demonstrate a contingency position to provide for flexibility and non-delivery.

- 3.2 The latest version of the council's Strategic Housing Land Availability Assessment (SHLAA)¹ indicates that housing targets can be met by development within the built up urban area of the city. The assessment does however include a modest allowance for windfall sites (non identified housing sites) considered likely to come forward for future development.
- 3.3 Until now the spatial strategy has sought to accommodate all significant future development within the existing built-up area of the city for the duration of the plan period (up to 2026). With respect to housing development, the SHLAA evidence noted above, indicates that this policy position should remain achievable. However, in the context of the housing market downturn and the requirement for a sound Core Strategy, it is important to demonstrate deliverability and flexibility of the plan. It is therefore proposed that the preferred options for the Spatial Strategy, the Urban Fringe (SA4) and for Housing Delivery (CP11) are amended to continue to protect the urban fringe and only consider land release as a last resort in the last part of the plan period (post 2020). Given that this contingency position is a change to the spatial strategy, it is important that the community and stakeholders are consulted.
- 3.4 The alternative, which is not to consider a 'contingency' position for the urban fringe, would pose a significant soundness risk for the Core Strategy on the basis of failure to consider all potential sites for housing to help meet the strategic housing targets and a lack of flexibility in the Plan.

4. CONSULTATION

- 4.1 Extensive consultation was undertaken between October 2005 and March 2006 on 5 different approaches to future development in the city including Option D: limited development and expansion on the urban fringe. This was then discounted as a development option.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 None directly arising from this report. The costs of producing the Core Strategy are being met out of the City Planning budget.

Finance Officer Consulted: Patrick Rice

Date: 24/05/09

Legal Implications:

- 5.2 The Planning and Compulsory Purchase Act 2004 introduced a new local planning policy system. Under that system existing local plans are to be replaced by Development Plan Documents. The Council's Core Strategies will be Development Plan Documents setting out, inter alia, statements and general

¹ Strategic Housing Land Availability Assessment (SHLAA) identifies sites suitable for housing over a 15 year timescale.

policies of the development and use of land in the Council's area. The Development Plan Documents and the regional spatial strategy for the area (namely, The South East Plan) will make up the development plan against which by virtue of section 38(6) of the 2004 Act planning applications will be determined unless material considerations indicate otherwise.

- 5.3 Regulation 25 of The Town and Country Planning (Local Development) (England) Regulations 2004 as amended by The Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008 requires local planning authorities to consult certain stakeholders in the preparation of development plan documents (such as consultation on preferred options) and gives planning authorities the discretion to invite representation from residents and businesses in their area. The final form of any development plan document must be submitted to the Secretary of State for approval following a period of publicity. The Secretary of State must consider any representations made during the publicity period.
- 5.4 This Report complies with the above mentioned legislation.
- 5.5 No adverse human rights implications are considered to arise from the Report.

Lawyer Consulted: Hilary Woodward *Date:* 24/05/09

Equalities Implications:

- 5.6 None directly arising from this report. A full EQIA of the Core Strategy will be undertaken.

Sustainability Implications:

- 5.7 A full sustainability appraisal of the Core Strategy is underway.

Crime & Disorder Implications:

None directly arising from this report.

Risk & Opportunity Management Implications:

- 5.9 The preferred options for the Spatial Strategy, Urban Fringe and Housing Delivery need to be "sound" in planning terms to enable the whole Core Strategy to proceed to final adoption.

Corporate / Citywide Implications:

- 5.10 Release of urban fringe land after 2020 has implications for infrastructure and city council services.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 Alternative options for approaches to growth in the city were considered in the Core Strategy – Issues and Options document published 2005.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 Consideration of the urban fringe for housing development in the longer term (post 2020) is required now to allow the continued progress of the council's Core Strategy towards adoption and ensure soundness.

SUPPORTING DOCUMENTATION

Appendices:

1. Revised draft preferred options

Documents in Members' Rooms

None

Background Documents

1. Core Strategy – Revised Preferred Options June 2008.

Appendix 1: Proposed Changes to Policies relating to the Core Strategy Spatial Strategy

Proposed changes are marked in italics.

Revised Spatial Strategy

The council's overarching spatial strategy for the city to 2026 is to aim to accommodate future development within the built up area of the city by optimising development on brownfield land and thereby preserving the countryside.

This will be achieved by directing significant development to seven broad areas of the city where it is possible to make full use of public transport/ public transport interchanges and where identified capacity exists to accommodate future development.

The development areas are proposed to accommodate a significant amount of development because they contain opportunities for change, they can deliver development of city wide or regional importance and/or because they are in need of regeneration. These seven areas are:

- Brighton Centre and Churchill Square area
- Brighton Marina and Black Rock
- Lewes Road
- New England Quarter and London Road
- Eastern Road and Edward Street
- Hove Station area
- Shoreham Harbour and South Portslade.

Proposals for these areas and indicative amounts of development are set out in DA1- DA7 alongside local priorities.

CP11 sets out the strategy for housing delivery within the City over the first 15 years of the Core Strategy. *CP11 recognises that land release within the urban fringe for residential development will be considered on a 'contingency only' basis in the period post 2020 (should monitoring indicate projected shortfalls against the strategic housing requirement).*

Additional areas of the city are identified as part of the Spatial Strategy as they require a special or coordinated approach to managing future change in these areas. Proposals are set out in SA1- SA5.

Further proposals are set out to improve the sustainability of remaining residential areas of the city with the priority to reduce inequality. These are set out in SN1/ SN2.

SA4 – Urban Fringe

Preferred Option – SA4 Urban Fringe

Land between the built up area boundary and the South Downs National Park boundary will be protected and enhanced through the following:

1. Development outside the built-up area boundary will not be permitted unless:

- a) it has been allocated for development in a development plan document or a countryside location can be justified; and
- b) the proposal has regard to its rural setting; and
- c) all adverse impacts of development are minimized and appropriately compensated for; and
- d) where appropriate, the proposal helps to deliver the criteria set out in 3 – 7 set out below.

2. Land release within the urban fringe for residential development will be considered on a 'contingency only' basis in the period post 2020 (should monitoring indicate projected shortfalls against the strategic housing requirement).

3. Promoting the urban fringe as part of the green network and encouraging opportunities for multi-functional uses such as wildlife, recreation and cultural experience, new allotments and local food production and biodiversity enhancements (see CP5 Biodiversity).

4. Creating 'gateway' facilities and interpretative facilities in connection with the proposed/designated South Downs National Park to support sustainable tourism.

5. Securing better management of the urban fringe, environmental improvements and safe public access to the countryside through sustainable means.

6. Protecting sensitive groundwater source protection zones from pollution and encouraging land management practices that reduce rapid surface water runoff and soil erosion.

7. Protecting the wider landscape role of land within the urban fringe, the setting of the South Downs National Park and protection of strategic views into and out of the city.

Proposals for farm diversification within the urban fringe should accord with the council's adopted Planning Advice Note 01 Farm Diversification (October 2005) or subsequent revisions.

CP11 Housing Delivery

The council will plan for new housing development in order to help provide people with a choice of decent quality housing to meet their needs for a stable home and at a cost they can afford.

A: Scale of new housing provision:

The council will seek to ensure that provision is made within the City for at least 8,500 new homes¹ within the period 2010 – 2025 (based on an annual average of 567 new homes per annum).

Annual monitoring will be carried out to ensure there is not a projected shortfall in housing provision. Early review of the Core Strategy may be necessary if monitoring indicates projected shortfalls against the South East Plan strategic requirement for 11,400 additional homes 2006 - 2026.

The provision of new housing at Shoreham Harbour will be delivered through the Joint Area Action Plan for Shoreham Harbour Growth Point (see DA7).

B: Spatial Strategy for housing development

The spatial strategy for the City² directs new development to seven identified 'Development Areas' (DA1-7) which are capable of accommodating significant development and which benefit from close proximity to public transport and existing or planned local services and facilities. In other parts of the City new development at lower densities will help retain local character and distinctiveness (see *policy CP13*).

The priority for new housing development will be the re- use of previously developed land within the defined built up area of the City. *Land release within the urban fringe will only be considered on a contingency basis in the period post 2020 should monitoring indicate projected shortfalls against the strategic housing requirement.*

C: Housing Mix

To improve housing choice and to ensure an appropriate mix of housing (in terms of housing type, size and tenure) is achieved across the City the council's approach will be further developed through the following means:

a. The Development Policies and Sites Allocations DPD will set out policies which reflect and respond to the key objectives set out in the

¹ This figure is based on a total strategic requirement of 11, 400 additional homes in the period 2006 – 2026. The requirement for 8510 additional homes for the 15 year period 2010 – 2025 takes account of actual/anticipated completions in the period 2006 – 2010.

² See Core Strategy Part Two: Spatial Strategy.

council's Housing Strategy³. Policies will seek to respond to the accommodation requirements of specific groups, in particular, families with children, older and disabled people and the city's need for the provision of sufficient student housing.

b. At site level, housing mix (in terms of housing type, size and tenure) may be set for sites identified in the council's Development Policies and Site Allocations Development Plan Document; Action Area Plans; Supplementary Planning Documents and Site Planning Briefs.

c. Sites coming forward as 'windfall' development will also be required to demonstrate that proposals have had full regard to housing mix considerations and have been informed by up to date assessments of local housing need and demand;

d. By requiring all new residential development to have regard to the characteristics of existing communities and neighbourhoods to ensure that development makes a positive contribution to the achievement of mixed and sustainable communities (see SN1 and CP13).

³ Housing Strategy 2008 – 2013, Healthy homes, healthy lives, healthy city.

Subject:	Targeted Budget Management (TBM) Provisional Outturn 2008/09		
Date of Meeting:	11 June 2009		
Report of:	Interim Director of Finance & Resources		
Contact Officer:	Name:	Nigel Manvell	Tel: 29-3104
	E-mail:	nigel.manvell@brighton-hove.gov.uk	
Key Decision:	Yes	Forward Plan No: CAB10181	
Wards Affected:	All		

FOR GENERAL RELEASE

Note: The special circumstances for non-compliance with Council Procedure Rule 7, Access to Information Rule 5 and Section 100B (4) of the Local Government Act as amended (items not considered unless the agenda is open to inspection at least five days in advance of the meeting) were that the completion of the report was dependent on finalising the closure of the council's accounts which, although concluded in accordance with the timetable agreed with external auditors, was too late to meet the standard publication deadline.

1. SUMMARY AND POLICY CONTEXT:

- 1.1 This report sets out the provisional outturn position (Month 12) on the revenue and capital budgets for the financial year 2008/09.
- 1.2 The council has delivered services well within its overall budget by taking appropriate measures to manage in-year risks and pressures, including significant unavoidable pressures on the council tax collection fund, energy costs and adult social care budgets.
- 1.3 This reflects the council's effective monitoring and control of financial performance and the measures it has taken to ensure better use of public funds. The provisional outturn includes the achievement of efficiency savings of over £5 million and the implementation of council-wide value for money reviews.

2. RECOMMENDATIONS:

- 2.1 That the Cabinet note the significantly improved provisional outturn position for the General Fund, which is now forecasting an underspend of £2.441 million.
- 2.2 That the Cabinet note the provisional outturn for the Section 75 Partnerships and Housing Revenue Account (HRA) for 2008/09.
- 2.3 That the Cabinet approve the budget changes and future commitments set out in paragraph 3.5.
- 2.4 That the Cabinet note the provisional outturn position on the capital programme.

- 2.5 That the Cabinet approve the following changes to the capital programme:
- (i) The budget reprofiling as set out in Appendix 2;
 - (ii) The carry forward of slippage of £2.578 million into the 2009/10 capital programme, to meet on-going commitments on these schemes as set out in Appendix 3;
 - (iii) The new schemes as set out in Appendix 4.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 The table below shows the provisional outturn position for council controlled budgets within the General Fund and the outturn on NHS managed S75 Partnership Services.
- 3.2 The provisional outturn shows that the council is managing within its available resources despite significant in-year pressures relating to the council tax collection fund, energy costs, sustainable transport and Adult Social Care placements. A number of directorate budgets were under pressure during the year but the forecast position has improved significantly since month 9, reflecting recovery actions and spending constraints, and directorate budgets overall have achieved a small underspend. The council's overall position is supported by significant underspends on Centrally Managed Budgets including savings on Insurance Contracts, lower than expected costs of the concessionary fares scheme, which have improved even further since Month 9, and good investment performance on the council's cash balances despite falling interest rates. More detailed explanation of the variances below can be found in Appendix 1.

Forecast Variance Month 9		2008/09 Budget Month 12	Forecast Outturn Month 12	Forecast Variance Month 12	Forecast Variance Month 12
£'000	Directorate	£'000	£'000	£'000	%
540	Adult Social Care & Housing	42,606	43,098	492	1.2%
247	S75 Learning Disability Services	22,761	22,780	19	0.1%
(1,246)	Children & Young People's Trust	50,502	49,194	(1,308)	-2.6%
(77)	Finance & Resources	16,328	15,889	(439)	-2.7%
(12)	Strategy & Governance	11,249	11,350	101	0.9%
216	Environment	35,212	35,821	609	1.7%
157	Cultural Services	12,969	13,175	206	1.6%
(175)	Sub Total	191,627	191,307	(320)	-0.2%
1,445	Collection Fund *	-	1,445	1,445	0.0%
(3,403)	Centrally Managed Budgets	8,854	3,636	(5,218)	-58.9%
(2,133)	Total Council Controlled Budgets	200,481	196,388	(4,093)	-2.0%
486	NHS Trust managed S75 Services	14,291	14,296	5	0.0%
(1,647)	Total Overall Position	214,772	210,684	(4,088)	-1.9%
1,647	Contribution to reserves as per approved revenue budget	-	1,647	1,647	
0	Provisional Outturn	214,772	212,331	(2,441)	

* See corporate critical budgets section for details

- 3.3 The Total Council Controlled Budgets line in the above table represents the total current forecast in respect of the council's General Fund. This includes all directorate budgets, centrally managed budgets and council-managed Section 75 services. The NHS Trust-managed Section 75 Services line represents those services for which local NHS Trusts act as the Host Provider under Section 75 Agreements. Services are managed by Sussex Partnership Trust and South Downs Health Trust and include health and social care services for Adult Mental Health, Older People Mental Health, Substance Misuse, AIDS/HIV, Intermediate Care and Community Equipment. The provisional outturn shows that a small variance of £0.005 million was achieved after accounting for the risk sharing contribution of £0.300 million agreed with the Primary Care Trust and Sussex Partnership Trust.
- 3.4 The overall forecast underspend at Month 9 (£1.647 million) was taken into consideration in setting the 2009/10 budget and council tax. The budget approved by Full Council required this underspend to be earmarked to cover projected investment income losses over the next 3 years due to falling interest rates. The table above therefore compares the final outturn position after this contribution to reserves has been accounted for. This shows the net movement from Month 9 to be an improvement of £2.441 million. The main reasons for this movement are detailed in Appendix 1.
- 3.5 The increased underspend enables consideration of further prudent financial decisions and other allocations based on current economic conditions and/or business needs. The following allocations are proposed in this respect:

3.5.1 Carry Forward Requests

Carry forward requests of over £0.050 million per Assistant Director require approval by Cabinet. Carry forwards are normally only permitted where there is a clear justification setting out the reasons for expenditure being delayed to the next financial year and demonstrating that the associated funding remains available (e.g. grants). Carry forwards are also subject to both the relevant directorate and the council overall being in a break-even position or better. Two carry forward proposals relating to grants exceed this limit including carry forwards for Schools Development and Learning & Schools (£0.078 million) and the Carers Grant (£0.100 million). Details of these carry forwards are included in Appendix 1 under CYPT and Adult Social Care & Housing respectively.

A carry forward of £0.100 million is also requested from Finance & Resources. This budget was to be used to provide support to develop the Customer Access Vision. However, during spring 2009 a more integrated programme has been developed as part of a continuing approach to value for money which will include the customer experience, business processes, workstyles and accommodation. Therefore, it is proposed to add this carry forward to the VFM Initiatives Fund.

3.5.2 Financing costs (loss of investment income)

Recent Bank of England statements and projections indicate that interest rates will remain lower for longer than originally estimated when setting the 2009/10 budget and medium term financial strategy. It is proposed that a further £0.250 million be added to General Reserves to further smooth out investment losses over the 3 year period.

3.5.3 **Corporate Accommodation Strategy**

The council occupies a number of large civic buildings which are currently being reviewed in relation to the Corporate Accommodation Strategy. The lease expires on Priory House in 2009/10 and this will require the council to make good the property under the terms of the lease (known as “dilapidations”). This is expected to require an additional £0.250 million which it is proposed to add to the existing earmarked reserve of £0.150 million. It is further proposed to earmark £0.250 million to an Accommodation Strategy Reserve to meet other anticipated one-off and invest-to-save costs in support of the Corporate Accommodation Strategy.

3.5.4 **The Bridge**

The Bridge is a community education centre based in Moulsecoomb that offers a range of services including one-to-one counselling, health and substance abuse work and advice to the hardest to reach individuals within the communities of Moulsecoomb, Bevendean, Coldean and Bates Estates, as well as attracting learners from further afield. Each term the Bridge provides approximately 50 courses for those aged 16+, either free or at low cost, with 1000 enrolments annually. The courses are delivered at the bridge through existing partners including the City, Varndean and Sussex Downs Colleges, Friends Centre and the universities.

To secure its long term future, the Bridge must develop partnerships that can provide on-going revenue. Most of the potential partnerships that can be developed pay in arrears and are based on outcomes and will require further development work if they are to be fully realised. The Bridge does not have the capacity to properly develop these partnerships and since the cessation of the New Deal for Communities funding stream, neither does it have the funds to recruit to increase capacity. To avoid redundancies in 2009 and to enable an increase in capacity to develop the long term partnership working necessary for its future viability, it is proposed to allocate £0.050 million to secure the Bridge’s activities to August 2009 and enable additional work to be undertaken to secure its long term funding.

3.5.6 **Building Schools for the Future**

Building Schools for the Future (BSF) is a major schools investment programme that complements the Academies and Primary School Capital programmes. The council has been advised that it may be able to enter wave 7 of the programme provided it can demonstrate its “Readiness to Deliver”. Successful entry to the programme would provide access to capital funding of up to £200 million for the City’s secondary schools in addition to £28 million already secured for a new Falmer Academy under the academy programme.

The draft BSF Readiness to Deliver submission will be considered by the Cabinet in July and in order to succeed must clearly demonstrate that the council has identified necessary project resources and funding. Project funding and resource requirements will be set out in detail in the submission but essentially there is a requirement to fund project costs of approximately 3% of the total programme, or £5 million. Funding of £2.25 million has already been identified from existing capital funding streams leaving £2.75

million to be found. Given the significant underspending achieved by the CYPT, it is proposed to allocated £1.5 million of the 2008/09 outturn underspend to the BSF programme. Further, the outturn underspend on concessionary fares is expected to generate ongoing savings of at least £0.750 million (see Appendix 1) and it is proposed to allocate £0.700 million to the BSF programme in 2009/10 conditional on the overall financial outturn in 2009/10 being on target. A further £0.550 million will be required in 2010/11 which will need to be funded from available reserves and identified in the Medium Term Financial Strategy.

The BSF programme will potentially result in a number of contracts and/or partnerships, for example a Local Education Partnership (LEP), which will require the local authority to provide an equity stake. These are repayable at the end of the contract/partnership which can range from 10 to 25 years. The anticipated equity stakes are expected to total £0.500 million and will need to be identified in the 2012/13 Medium Term Financial Strategy. Other financial implications will be identified as the programme develops, if the council is successful, including:

- CYPT/Schools capital funding support for the programme;
- Contract management arrangements and associated costs;
- Revenue implications of Facilities Management PFI contracts;
- Schools contributions to the ICT managed service provider.

3.5.7 **Royal Pavilion**

Royal Pavilion stoneworks have been planned over a number of years and phases. The Stonework for phases 1 and 2 had been funded by a combination of the Planned Maintenance Budget (PMB) and the Asset Management Fund however these sources could not support the future requirement for phases 3 to 7 totalling £1.736 million at that time. It was therefore decided that these phases, which run up to 2010/11, would be funded from unsupported borrowing and the borrowing costs would be met from the PMB. The borrowing costs would be paid over 25 years and budget would be permanently removed from the PMB to cover these costs. Over time the extent of the works and the costs have been revised upward and the latest cost estimates to complete the works in 2009/10 require a further £0.600 million to enable works to continue. It is therefore proposed to allocate £0.050 million from anticipated underspending on concessionary fares to fund the borrowing costs of an additional £0.600 million for the 2009/10 stoneworks programme.

3.5.8 **General Fund Contingency**

If approved, the above allocations, together with contributions to reserves approved in the 2009/10 Revenue Budget, will leave £0.141 million unallocated which it is proposed to add to the General Fund Contingency to offset increased risks in relation to economic conditions (e.g. parking), pandemic flu, and children's services (Laming recommendations).

3.6 The forecast outturn on the HRA is as follows:

Forecast Variance Month 9		2008/09 Budget Month 12	Forecast Outturn Month 12	Forecast Variance Month 12	Forecast Variance Month 12
£'000	Housing Revenue Account	£'000	£'000	£'000	%
(285)	Expenditure	47,000	46,529	(471)	-1.0%
(88)	Income	(46,751)	(46,724)	27	0.1%
(373)	Total	249	(195)	(444)	

Detailed analysis of the HRA provisional outturn is also provided in Appendix 1 and in the HRA 2008/09 Outturn report.

Corporate Critical Budgets

- 3.7 Targeted Budget Management (TBM) is based on the principles that effective financial monitoring of all budgets is important. However, there are a small number of budgets with the potential to have a material impact on the council's overall financial position. These are significant budgets where demand or activity is difficult to predict with certainty and where relatively small changes in demand can have significant financial implications for the council's budget strategy. These therefore undergo more frequent, timely and detailed analysis. Set out below is the forecast outturn position on the corporate critical budgets.

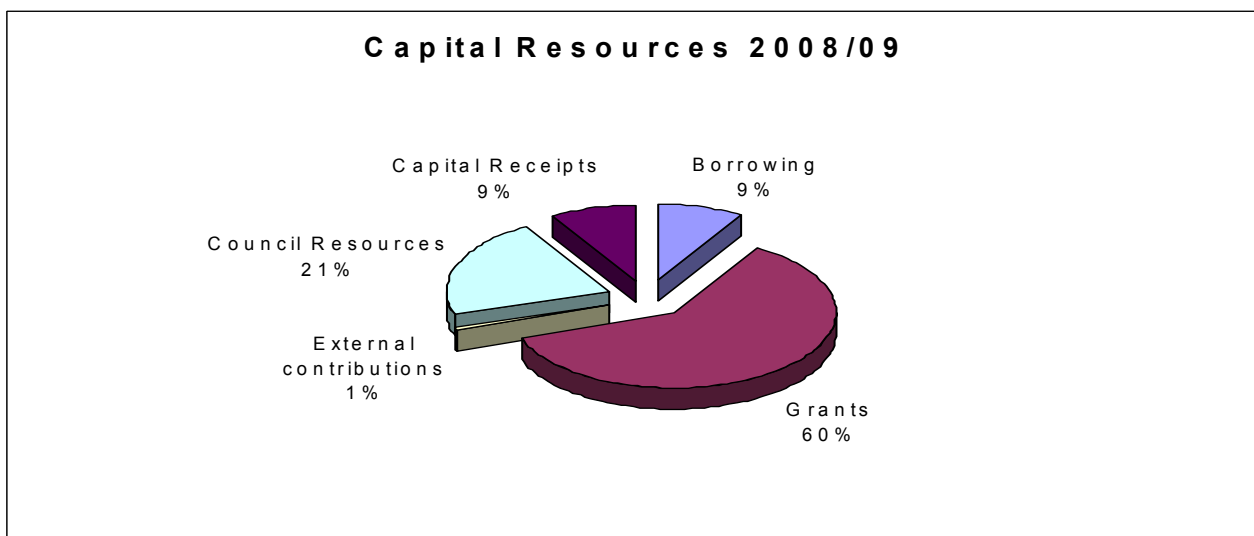
Forecast Variance Month 9		2008/09 Budget Month 12	Forecast Outturn Month 12	Forecast Variance Month 12	Forecast Variance Month 12
£'000	Corporate Critical Budgets	£'000	£'000	£'000	%
(972)	Child Agency & In House	17,150	15,968	(1,182)	-6.9%
184	Sustainable Transport	(446)	(59)	387	86.8%
(560)	Housing Benefits	154,396	153,786	(610)	-0.4%
600	Land Charges Income	(957)	(398)	559	58.4%
(1,933)	Concessionary Fares	9,158	5,757	(3,401)	-37.1%
871	Community Care	22,072	22,865	793	3.6%
247	Section 75 Learning Disabilities	19,358	19,248	(110)	-0.6%
1,445	Collection Fund *	-	1,445	1,445	0.0%
(118)	Total Council Controlled	220,731	218,612	(2,119)	-1.0%
486	S75 NHS & Community Care	14,291	14,296	5	0.0%
368	Total Corporate Criticals	235,022	232,908	(2,114)	-0.9%

*Note: This does not reflect the actual performance (deficit) on the Collection Fund, but is the planned contribution to reserves approved in the Revenue Budget 2009/10 by Full Council toward the anticipated deficit in 2008/09. Actual performance on the Collection Fund, which achieved a lower than expected deficit of £0.161 million, will therefore be reflected in the budget and council tax setting process for 2010/11.

Capital Budget 2008/09

- 3.8 This part of the report provides Members with details of the capital programme provisional outturn for 2008/09, which highlights any programme slippage and budget changes and seeks approval for carry forwards (re-profiling) to the 2009/10 programme.

3.9 The following pie chart shows the resources that have been utilised to fund the outturn.



Capital Forecast Outturn

3.10 As stated above, changes are proposed to the capital programme in the form of budget re-profile requests. These are detailed in Appendix 2. A summary of the proposed changes are shown in the table below.

Directorate	2008/09 Budget £000	Budget Reprofiles £000	Amended Budget £000	2008/09 Outturn £000	2008/09 Slippage £000	2008/09 (Savings) / Overspends £000
Strategy & Governance	110		110	117	(7)	-
Cultural Services	1,478	(161)	1,317	1,011	306	-
Finance & Resources	5,759	(187)	5,572	5,376	195	(1)
Adult Social Care & Housing	8,969	(207)	8,762	8,645	117	-
Housing Revenue Account (HRA)	14,728		14,728	14,541	283	96
Children & Young People's Trust	9,853		9,853	8,839	1,014	-
Environment	18,026	(2,995)	15,031	14,361	670	-
Total Capital Programme	58,923	(3,550)	55,373	52,890	2,578	95

The table shows that, excluding HRA schemes, the General Fund achieved a minor variance on a capital programme of nearly £53 million. A small overspend

variance of £0.96 million (less than 1%) was also achieved on the HRA capital programme which will be funded from revenue underspending as detailed in paragraph 3.14 below. Given the many factors that can affect capital programme costs, the achievement of these small variances indicates that sound financial controls and monitoring are in place.

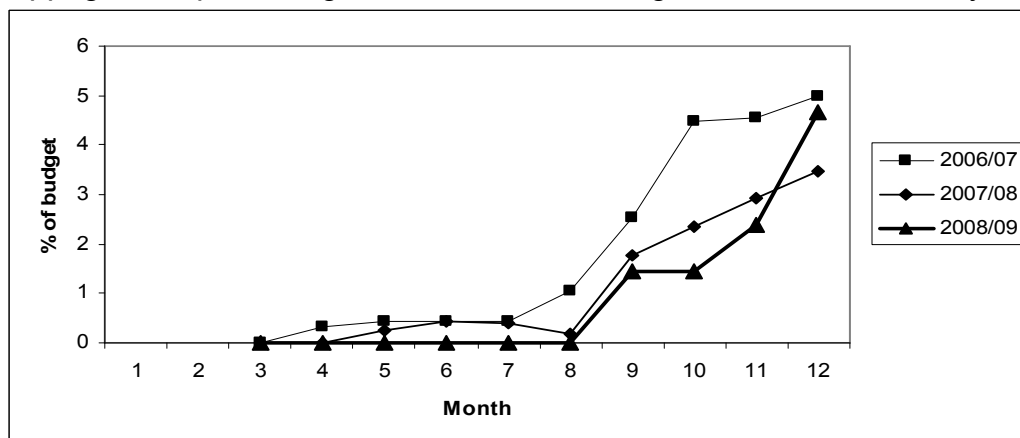
Budget Re-profiling

- 3.11 Re-profiling of a capital scheme may be required where delays have been identified due to factors outside of project managers' control. Re-profiling requests are summarised in the table above and Appendix 2 provide details of the reasons. The Cabinet are requested to agree to the re-profiling of capital budgets, which in most cases will result in the resources being moved from this year's capital programme to the next. Re-profiling requests do not result in any loss of resources to the council.

Capital Slippage

- 3.12 Project managers have identified that the net slippage on the capital programme amounts to £2.578 million, or 4.66% of the budget, as summarised in the table above. Appendix 3 details the significant projects that are included in the slippage. The graph below shows the trend over the last 3 years. Generally, the graph shows that capital programmes tend to start slipping during the winter period partly due to construction delays during periods of bad weather. Although most programmes will make some estimate for weather delays, Winter 2009 was harsher than expected. Forecast slippage also increases in the latter stages of the year where, for example, project managers will take a more prudent view of the likelihood of resolving ongoing contractual and other issues before the year-end. Late increases in slippage related to a number of ICT projects (for example, the new intranet) which it was hoped would complete by March 2009 but which for various technical reasons were ultimately delayed. Slippage on Devolved Schools capital budgets also increased late in the year by £0.433 million, however, the council has no control over these budgets which are managed by school governing bodies. The Civitias scheme, a grant funded scheme to improve sustainable transport safety and energy efficiency, also started a month late and slippage on this scheme increased significantly toward the end of the year. However, the level of slippage remains below the 5% target, which is a low level of slippage given the many and varied factors affecting capital programme completion. The slippage identified will not result in any loss or diminution of current or future resources to the council.

Slippage as a percentage of the amended budget over the last three years



Housing Revenue Account Capital Programme

- 3.13 The HRA Capital Programme Budget was increased during the last month of the year as some schemes accelerated their programmes by drawing funding either from previously re-profiled budgets or where funding was split over two years (this amounted to £1.644 million in total). The budgets in 2009/10 will be adjusted to reflect this. Slippage totaling £0.283 million represents 1.9% of the final budget for 2008/09, with the majority of the spend expected to be in early 2009/10. There is a small net overspend of £0.096 million which can be funded from an additional revenue contribution to capital, as reported in the HRA 2008/09 revenue outturn report. This resulted from an increase in the amount of work carried out for external repairs and damp proofing to properties through the minor works programme, as well as additional expenditure on lifts. Appendix 3 shows the significant project variances relating to slippage and the forecast overspend.

Comments by the Director of Finance & Resources

- 3.14 The provisional outturn position on the revenue budget shows a significantly improved position since month 9. The council has managed within budget despite significant financial pressures, particularly in the early part of the year. Strong financial management and controls have been a major contributing factor alongside the effective management of investments, borrowing and risk within the current economic climate.
- 3.15 Given the potential pressures in 2009/10 and beyond, including Single Status, energy costs and the impact of demographic changes and the economic climate, directorates will need to maintain control and downward pressure on costs and continually seek value for money improvements. Financial recovery plans will be prepared for the ongoing consequences of the outturn for 2008/09 in 2009/10 and reported in the Target Budget Management report for month 2 at Cabinet in July.

4. CONSULTATION

- 4.1 No specific consultation was undertaken in relation to this report.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 The financial implications are covered in the main body of the report.

Legal Implications:

- 5.2 In reaching its decisions in relation to its budget, the Council needs to have regard to a number of general points. It must provide the services, which, statutorily, it is obliged to provide. Where there is power to provide services, rather than a duty, it has discretion to provide such services. It must observe its other legal duties, such as the duty to achieve best value and comply with the Human Rights Act 1998. It must act in accordance with its general fiduciary duties to its Council Tax payers to act with financial prudence. Finally, it must bear in mind the reserve powers of the Secretary of State under the Local Government Act 1999 to limit Council Tax & precepts.

Lawyer Consulted:

Oliver Dixon

Date: 26/05/09

Equalities Implications:

- 5.3 There are no direct equalities implications arising from this report.

Sustainability Implications:

- 5.4 There are no direct sustainability implications arising from this report.

Crime & Disorder Implications:

- 5.5 There are no direct crime & disorder implications arising from this report

Risk & Opportunity Management Implications:

- 5.6 The council's revenue budget and Medium Term Financial Strategy contain risk provisions to accommodate emergency spending, even out cash flow movements and/or meet exceptional items. The council maintains a working balance of £9 million to mitigate these risks as recommended by the Audit Commission and Chartered Institute of Public Finance & Accountancy (CIPFA). The council also maintains other general and earmarked reserves and contingencies to cover specific project or contractual risks and commitments.

Corporate / Citywide Implications:

- 5.7 The Council's financial position impacts on levels of Council Tax and service levels and therefore has citywide implications.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The forecast outturn position on council controlled budgets is an underspend of £2.441 million, any underspend will be added to unallocated general reserves unless approval is given to allocate funds to specific reserves or contingencies.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 Budget monitoring is a key element of good financial management, which is necessary in order for the council to maintain financial stability and operate effectively.
- 7.2 The capital budget changes are necessary to maintain effective financial management.

SUPPORTING DOCUMENTATION

Appendices:

1. Directorate Revenue Outturn Forecasts
2. Proposed Capital Budget Re-profile Requests
3. Proposed Capital Slippage
4. Proposed new capital schemes 2009/10

Documents in Members' Rooms

None

Background Documents

None

Adult Social Care & Housing

Forecast Variance Month 9 £'000	Division	2008/09 Budget Month 12 £'000	Forecast Outturn Month 12 £'000	Forecast Variance Month 12 £'000	Forecast Variance Month 12 %
-	Housing Strategy	4,779	4,779	-	0.0%
540	Adult Social Care	37,827	38,319	492	1.3%
540	Total	42,606	43,098	492	1.2%

Explanation of Key Variances

Adult Social Care has been under pressure throughout the year but the outturn shows a reduced overspend of £0.492 million, or just over 1%, representing an improvement of £0.048 million on the month 9 position. The main pressure has been on the demand-led corporate critical community care budget which is forecasting an overspend of £0.793 million, an improvement of £0.078 million in the last quarter. Further significant demand increases are being managed across Older People and Physical Disability Services.

The Older People Services outturn is an overspend of £0.005 million, the improved position being due to a reduction in client numbers at the end of the year.

The Physical Disability Services overspend is £0.788 million, a slight increase since month 9. Estimating demand for community care services is difficult as there are often peaks and troughs in demand. In addition, the budget process requires that demand is usually estimated around October of the previous year and commissioners will therefore base estimates on a combination of activity at that time together with an analysis of the medium term trend. If demand changes significantly during the period October to March or if planned recovery action or other measures to contain demand are not achieved in full, this can therefore mean that the budget for the following year becomes out of step with activity (demand). This situation occurred in 2007/08 where high levels of growth in demand for Physical Disabilities services meant that the budget was insufficient to cover the number of clients receiving services. A recovery plan was put in place in 2007/08 to reduce costs and contain demand. This was taken into account in assessing levels of demand for setting the 2008/09 budget. In the event, there was a shortfall in the recovery plan in 2007/08, although the budget was balanced by other measures, and there has been further unexpected growth in 2008/09 on both service areas. These two factors have resulted in the budget pressures experienced during 2008/09.

The overspend on the corporate critical budgets is partly offset by £0.200 million of grant funding being utilised for Older People Mainstream Services. A saving was also achieved on Service Strategy & Regulation, due in the main to a reduction in the forecast spend on jointly funded staff.

The provisional outturn includes a carry forward of £0.100 million in respect of the Carers Grant. Although held by Adult Social Care & Housing, this grant funds support to both adult and children's carers and support organisations. The carry forward is required in respect of children's services to meet contractual and other commitments in 2009/10 to ensure continued support for befriending services and the Aiming High programme for disabled children. In accordance with Financial Regulations, the carry forward requires Cabinet approval on the recommendation of the Director of Finance & Resources.

Children & Young People's Trust

Forecast Variance Month 9 £'000	Division	2008/09 Budget Month 12 £'000	Forecast Outturn Month 12 £'000	Forecast Variance Month 12 £'000	Forecast Variance Month 12 %
371	East, Early Years & NHS Comm Servs	11,525	11,756	231	2.0%
306	Central Area & School Support	(7,063)	(6,501)	562	8.0%
(97)	Learning & Schools	5,854	5,892	38	0.7%
(342)	West Area & Youth Support	8,778	8,541	(237)	-2.7%
(1,452)	Specialist Services	30,252	28,471	(1,781)	-5.9%
(32)	Quality & Performance	1,156	1,035	(121)	-10.5%
(1,246)	Total	50,502	49,194	(1,308)	-2.6%

Explanation of Key Variances

The corporate critical budget of Child Agency Placements and In House Placements underspent by £1.182 million, an improvement of £0.210 million since month 9. A key reason for the improvement has been a slight fall in the number of residential placements. These relate to underspends on Residential Agency placements¹ of £0.853 million and In-house placements² of £0.456 million. Historically this has been a challenging area to manage and remains so, particularly in light of the heightened national and local focus on Children's Services. Although the figures reflect reductions in numbers and costs, current increased activity levels indicate there will be challenges to maintain this throughout 2009/10.

Other variances within the directorate included underspends on Area Social Care Teams of £0.336 million due to some recruitment issues, currently being addressed through the Social Work Recruitment and Retention Programme, and £0.174 million on legal fees. The main overspend relates to preventative payments to homeless families of £0.212 million which continues to be under pressure. There were also additional costs of £0.196 million relating to council's project costs for the Falmer Academy development, which was planned expenditure against projected underspends.

The provisional outturn includes two carry forward amounts totalling £0.078 million. The first is for School Development (£0.037 million), which relates to the need to cover staffing costs of a direct service to individual vulnerable (autistic) children. This is funded from the Standards Fund, which straddles financial years. The second is for Learning & Schools (£0.041 million) where work is being undertaken with the school advisory teams and the CYPT Quality and Performance Team on developing a new system to record school improvement work and data about schools across the city. This work will now stretch into 2009/10. In accordance with Financial Regulations, these carry forwards require Cabinet approval on the recommendation of the Director of Finance & Resources.

¹ Forecast FTE placements of 33 which is 8 less than budgeted for but with a weekly unit cost £102 above budget

² Forecast FTE placements 6 below the budgeted level and with a weekly unit cost that is £20 below budget

Finance & Resources

Forecast Variance Month 9 £'000	Division	2008/09 Budget Month 12 £'000	Forecast Outturn Month 12 £'000	Forecast Variance Month 12 £'000	Forecast Variance Month 12 %
(209)	Finance	5,999	5,712	(287)	-4.8%
-	ICT	5,330	4,969	(361)	-6.8%
107	Customer Services	3,287	3,331	44	1.3%
25	Property & Design	1,712	1,877	165	9.6%
(77)	Total	16,328	15,889	(439)	-2.7%

Explanation of Key Variances

The Finance underspend of £0.287 million, which includes Strategic Finance & Procurement and Internal Audit, is due to vacancy management savings caused by higher than normal staff turnover together with savings on External Audit fees payable to the Audit Commission.

ICT underspent by £0.361 million. A number of posts within the service were vacant in the later part of the financial year, where recruitment has proved difficult. This created a saving against the employees budget and also meant that some non-critical project work was delayed creating further savings.

The Customer Services variance is made up of the following elements as follows:

- The corporate critical housing benefits budget achieved an underspend of £0.610 million due to the number of local authority errors being contained below the government's lower threshold, which attracts additional subsidy on top of any overpayment recovery for non council housing rent rebates.
- The Land Charges income budget is also a corporate critical budget and experienced a £0.559 million shortfall. The continued downturn in the housing market has dramatically reduced the overall number of searches undertaken and there is also a continuing increase in the proportion of personal searches being undertaken for which the council receives a much lower fee.
- The HM Coroner's Service overspent by £0.072 million due to a higher proportion of notifiable deaths in the City requiring inquests.

The outturn position for Property & Design is an overspend of £0.165 million; the increased variance is partly attributable to the costs of higher than usual turnover of lettings (and therefore "voids") due to economic conditions in the final quarter together with additional cleaning costs within corporate buildings.

A carry forward of £0.100 million has been included in the provisional outturn in respect of taking forward the value for money programme. This funding is proposed to be added to the Value for Money Initiative Fund as the projects are now being integrated into a coherent second stage value for money programme. In accordance with Financial Regulations, the carry forward requires Cabinet approval on the recommendation of the Director of Finance & Resources.

Strategy & Governance

Forecast Variance Month 9 £'000	Division	2008/09 Budget Month 12 £'000	Forecast Outturn Month 12 £'000	Forecast Variance Month 12 £'000	Forecast Variance Month 12 %
-	Improvement & Organ Devel	1,704	1,655	(49)	-2.9%
-	Legal & Democratic Services	3,127	3,231	104	3.3%
-	Policy Unit	830	1,080	250	30.1%
(8)	Human Resources	4,590	4,406	(184)	-4.0%
(2)	Executive Office	395	405	10	2.5%
(2)	Communications	603	573	(30)	-5.0%
(12)	Total	11,249	11,350	101	0.9%

Explanation of Key Variances

Significant changes in staffing were required to service the new constitutional arrangements, which the directorate planned to deliver by efficiency savings and generating income. The exceptional one off costs of recruitment, consultant costs and shortfalls on income which had not been fully anticipated led to the overspend of £0.101 million. Vacancy management and income through fees and charges offset other staffing pressures across the directorate.

The Directorate's 2009/10 budget (cash limit) was increased by £0.150 million in recognition of the full year effect of the constitutional changes. This should ensure that any other in-year pressures that arise can be more effectively managed through vacancy management and/or the use of grants and external funding.

Environment

Forecast Variance Month 9 £'000	Division	2008/09 Budget Month 12 £'000	Forecast Outturn Month 12 £'000	Forecast Variance Month 12 £'000	Forecast Variance Month 12 %
(200)	City Services	26,207	26,174	(33)	-0.1%
139	Sport & Leisure	1,676	1,761	85	5.1%
184	Sustainable Transport	(446)	(59)	387	86.8%
(112)	Public Safety	5,720	5,629	(91)	-1.6%
205	City Planning	2,055	2,316	261	12.7%
216	Total	35,212	35,821	609	1.7%

Explanation of Key Variances

City Services is £0.033 million under budget due to a reduction in vehicle costs and a part year saving on the Park Ranger posts. The saving has reduced during the last quarter due to additional temporary staffing costs following the recent major service changes in CityClean and additional costs arising from service disruption due to the adverse weather in February.

Sport & Leisure has an adverse variance due to continued difficulties in achieving income targets on Golf Courses and King Alfred resulting from a downturn in usage due to economic and other factors. There have also been utility and energy cost pressures at the King Alfred Leisure Centre. Expenditure constraints and a slight upturn in income receipts led to an improved position compared to month 9.

The total forecast for Sustainable Transport is an overspend of £0.387 million, a deterioration of £0.203 million since month 9. The key change has been a shortfall in income from the five former NCP car parks during the last quarter of the year. The overall variance can be analysed as follows:

- Penalty charge income came in very close to budget with a slight shortfall of £0.014 million.
- Income from all on-street and off-street parking and permit income came in under target by £0.294 million. On-street and permit income achieved break-even but a shortfall was experienced due to a downturn in patronage in the last quarter at the 5 former NCP car parks. This position will need to be closely monitored during 2009/10.
- Other expenditure exceeded budget by £0.079 million. The main pressure being energy costs from street lighting and traffic signals.

The Public Safety underspend is due to vacancy management savings, underspends on Civil Contingencies and additional licence fee income.

The City Planning overspend is in the main due to the loss of Housing and Planning Delivery Grant as a consequence of a delay in the Core Strategy to accommodate further work on the Shoreham Harbour Regeneration Project. Measures were taken to contain the pressure of £0.250 million. Other pressures included additional temporary staff in Development Control and the cost of a number of significant planning appeals.

Cultural Services

Forecast Variance Month 9 £'000	Division	2008/09 Budget Month 12 £'000	Forecast Outturn Month 12 £'000	Forecast Variance Month 12 £'000	Forecast Variance Month 12 %
7	City Marketing	1,834	1,863	29	1.6%
41	Libraries	3,669	3,715	46	1.3%
146	Museums	2,192	2,324	132	6.0%
-	Arts & Creative Industries	1,616	1,629	13	0.8%
(37)	Economic Devlpmnt & Regen	3,479	3,462	(17)	-0.5%
-	Major Projects & Venues	179	182	3	1.7%
157	Total	12,969	13,175	206	1.6%

Explanation of Key Variances

Pressures from rising energy costs across the directorate accounted for £0.101 million of the overall overspend, the remainder being largely due to income shortfalls in the Museums Service although this improved slightly during the final quarter.

The implementation of the Value for Money review recommendations relating to income has resulted in actions and investment to maximise income generation opportunities including a new ticketing system for the Royal Pavilion. However, uncertainty over the impact of the economic downturn on the economy and in particular on visitor numbers may have an impact on the challenging income targets set for 2009/10 and beyond. For this reason, there will also be a greater focus on segmented rather than bottom-line monitoring of income against specific targets and detailed monitoring of visitor numbers and trading activity.

Whilst energy costs remain a key issue £0.060 million has been allocated to help offset the estimated pressure of £0.150 million in 2009/10.

Other measures are in place across the directorate, including vacancy management and reviewing the cost base of services, to mitigate the effects of external factors and/or cost pressures.

Centrally Managed Budgets

Forecast Variance	Division	2008/09 Budget	Forecast Outturn	Forecast Variance	Forecast Variance
Month 9		Month 12	Month 12	Month 12	Month 12
£'000		£'000	£'000	£'000	%
(350)	Bulk Insurance Premia	3,158	2,809	(349)	-11.1%
(1,933)	Concessionary Fares	9,158	5,757	(3,401)	-37.1%
(900)	Capital Financing Costs	(841)	(2,260)	(1,419)	168.7%
-	Levies & Precepts	192	192	-	0.0%
(220)	Other Corporate Items	(2,813)	(2,862)	(49)	1.7%
(3,403)	Total	8,854	3,636	(5,218)	-58.9%

Explanation of Key Variances

The bulk insurance premia underspend is due in the main to a saving on the renewal of the insurance contract. There have also been fewer insurance claim payments made than anticipated during the summer.

On Concessionary Fares, the original budget for 2008/09 was set at a time when the assessment of the risks of a successful legal challenge was relatively high and the impact of the national free travel scheme introduced on 1 April 2008 was very hard to predict with accuracy. With 9 months data now received, spending is projected to be £3.4 million below the original budget and £1.5 million below the forecast at month 9.

The main reasons for the underspend are:

- The risk of successful legal challenge by the bus operators has substantially diminished and the provision for a higher reimbursement rate was not considered necessary from August 2008 onwards.
- The forecast impact of the introduction of the national free scheme has not been as significant as originally anticipated.
- Poor weather throughout most of the year has kept the number of concessionary journeys below original forecasts.

Although spending in 2008/09 is projected to be well below budget, local council taxpayers have still had to meet an estimated £1.855 million shortfall in government funding following the introduction of the free fare scheme in April 2006 and the free national scheme in April 2008.

The concessionary fares budget for 2009/10 approved at Council in February 2009 took into account a reduction in the reimbursement rate and revised number of journeys, however since February the Council has set up the new concessionary fares scheme for Brighton & Hove only and expenditure estimates have been revised. These revised budget estimates for 2009/10 will mean a further £0.750 million can be released from this budget on a recurrent basis to corporate contingency. An allocation from these resources is included elsewhere in this report.

The "Other Corporate Items" underspend has reduced due to an additional contribution to the Sundry Debts bad debt provision of £0.150 million. This is not directly related to debt recovery performance but is an accounting provision related to an increase in the overall value of debts raised by the authority during the year.

Section 75 Partnerships

Forecast Variance Month 9 £'000	Division	2008/09 Budget Month 12 £'000	Forecast Outturn Month 12 £'000	Forecast Variance Month 12 £'000	Forecast Variance Month 12 %
247	Council managed S75 Servs	22,761	22,780	19	0.1%
486	NHS Trust managed S75 Servs	14,291	14,296	5	0.0%
733	Total S75	37,052	37,076	24	0.1%

Explanation of Key Variances

Council managed S75 services (Learning Disability Services) overspent by £0.019 million, which is a significantly improved position compared with the month 9 forecast. This is due in the main to the finalising of funding allocations from the Primary Care Trust for outstanding Continuing Health Care cases.

NHS Trust managed S75 services achieved an overspend of £0.005 million, which is explained below:

- Sussex Partnership Trust (SPT) – Mental Health & Substance Misuse overspent by £0.507 million with the main pressures being on Adult Mental Health due to increased demand and high cost placements within Nursing Care. This overspend is offset by an underspend on Older Peoples Mental Health services of £0.176 million which has experienced lower than anticipated demand throughout the year. The outturn position also reflects a contribution of £0.300 million from Sussex Partnership Trust in accordance with risk sharing arrangements agreed with the Trust and the Primary Care Trust.
- South Downs Health Trust – This service achieved a break-even position for the year. The final overspend on Integrated Community Equipment Store (ICES) was £0.020 million, which was offset by savings made within the integrated Intermediate Care service.

Housing Revenue Account (HRA)

Forecast Variance Month 9		2008/09 Budget Month 12	Forecast Outturn Month 12	Forecast Variance Month 12	Forecast Variance Month 12
£'000	Housing Revenue Account	£'000	£'000	£'000	%
(383)	Employees	9,043	8,499	(544)	-6.0%
18	Premises – Repair	11,897	11,895	(2)	0.0%
29	Premises – Other	2,923	3,165	242	8.3%
(69)	Transport & Supplies	2,160	1,929	(231)	-10.7%
20	Support Services	2,300	2,267	(33)	-1.4%
80	Revenue contribution to capital	2,242	2,338	96	4.3%
(33)	Capital Financing Costs	4,941	4,897	(44)	-0.9%
53	Subsidy Payable	11,494	11,539	45	0.4%
(285)	Net Expenditure	47,000	46,529	(471)	-1.0%
(83)	Dwelling Rents (net)	(40,479)	(40,541)	(62)	-0.2%
(2)	Other rent	(1,209)	(1,203)	6	0.5%
(100)	Service Charges	(3,428)	(3,485)	(57)	-1.7%
3	Supporting People	(550)	(566)	(16)	-2.9%
94	Other recharges & interest	(1,085)	(929)	156	14.4%
(88)	Net Income	(46,751)	(46,724)	27	0.1%
(373)	Total	249	(195)	(444)	

Explanation of Key Variances

The main variances are:

- An underspend on Salary costs of £0.544 million arising from vacancy management pending reviews to be implemented as part of the Housing Management Improvement Programme, including a £0.060 million provision for the implementation of single status.
- The premises repairs budget outturn is an underspend of £0.002m which is a reduction in the forecast of £0.020 million since month 9. Although the Repairs outturn variance is not significant, the following variances are included within the forecast:
 - There is an underspend of £0.210 million on the responsive repairs budget (3.75% of total £5.6 million budget), which was an improvement of £0.310 million compared to forecasts at month 9. The close management of larger responsive repairs and the collaborative work with partners to improve the diagnosis of repairs and performance on job completion times has delivered savings against this budget.
 - The empty property repair budget overspend is £0.332 million, an increase of £0.082 million since month 9. The overspend is due to an increase in the average cost of repair per property from £2,300 to £2,600 compared to last year. These works have been operating through the open book process since December 2008 with a move to a more transparent cost model for empty properties. This will enable officers to work with partners to use this information to achieve unit cost reductions in 2009/10.
 - An underspend on service contracts of £0.230 million due to the continuation of existing contracts which have a lower specification than the

- new proposed contracts, the costs of which have been budgeted for and will be let in 2009/10.
- Repairs and Maintenance expenditure on Temporary Accommodation properties exceeded the annual budget by £0.065 million.
 - The “Premises Other” outturn is an overspend of £0.242 million, which is an increase of £0.213 million since month 9. The overspend is partly due to a provision being made in relation to outstanding gas bills at Leach Court. Officers have been investigating previous years’ low heating charges, which has resulted in the utility provider issuing correct billing going back to 2004/05. This will not affect charges to tenants, as an allowance for incorrect invoicing had been made when calculating their charges. Expenditure for electricity has overspent by £0.068 million compared to budget forecasts.
 - The underspend reported under Transport & Supplies is due mainly to a reduction in the contribution to the bad debt provision of £0.122 million resulting from a reduction in the level of tenants arrears at the end of the financial year. Also, a reduction in the use of consultants in respect of inspections to gas installation works has resulted in an underspend of £0.094 million.
 - The Revenue Contribution to Capital was increased by £0.096 million to finance increased expenditure in the capital programme.
 - Rental income for dwellings overachieved against the budget by £0.063 million due to lower than anticipated Right to Buy sales during the year.
 - The income budget for service charges overachieved by £0.057 million in respect of leaseholder service charges, due to costs for recharging being greater than anticipated at budget setting.
 - The Other Recharges & Interest forecast income has reduced by £0.062 million to £0.156 million under-achievement. This is partly due to a reduction of staff time chargeable to capital schemes as a result of less works being capitalised i.e. now being carried out as revenue expenditure, together with the re-profiling of some of the capital budget into 2009/10. The forecast under achievement of income also includes £0.056 million reduction of fees reclaimed from RTB sales income, this is offset by reduced expenditure under the supplies heading.

Summary of re-profiles of budget due to factors outside the Council's control

Directorate	Budget Change 2008/09 £	Budget Change 2009/10 £	Budget Change 20010/11 £	Budget Change Total £
Culture & Enterprise	(161)	161		-
Finance & Resources	(187)	187		-
Adult Social Care & Housing	(207)	207		-
Environment	(2,995)	2,895	100	-
Total	(3,550)	3,450	100	-

Detailed Explanations of the Reprofiles

Culture & Enterprise

Directorate: Cultural Services	Approved Budget: £125,000
Project Title: Brighton Centre	Revised Budget: £72,900
	Variation: £(52,100)

The Heads of Terms between Standard Life and Brighton & Hove City Council were exchanged and executed in December 2008. Standard Life despatched the contract notice for publication in OJEU on 13 January 2009 to initiate the procurement process to appoint a Lead Architect and the professional development team to undertake a first stage feasibility design and study. At the same time in January, the project budget was re-profiled as part of the review of Capital Resources and Capital Investment Programme 2009/10 in line with the indicative timetable for the next 12 to 15 months through to March 2010. Standard Life's procurement timetable has slipped by approximately 6 to 8 weeks so a small readjustment of the budget profile is required.

Directorate: Cultural Services	Approved Budget: £142,000
Project Title: Pavilion Security Control	Revised Budget: £33,390
	Variation: £(108,610)

Expenditure on the relocation of the Royal Pavilion Security Control Room has been delayed due to a longer than expected period for agreeing the procurement process for the supply of new equipment. Enabling works to the area where the Control Room will be located have now taken place and the contract for the equipment has been awarded. We are in the process of arranging to meet with the contractor to discuss details for the start of the works and anticipate that work itself should begin in the next few weeks.

Finance & Resources

Directorate: Finance & Resources	Approved Budget: £135,000
Project Title: Asbestos Surveys	Revised Budget: £82,370
	Variation: £(52,630)

Due to the number of asbestos surveys being carried out, the company which won the tender has been unable to complete all the required surveys in the 2008/09 period, because of the QA (checking) procedure which is required to enter data onto the online asbestos register. Quality of data input is more important than speed of input, and it was therefore decided to extend the contract period by two months; hence the contractor will not be reimbursed until all the data is uploaded in 2009/10.

Directorate: Finance & Resources	Approved Budget: £125,000
Project Title: Madeira Lift Refurbishment	Revised Budget: £48,350
	Variation: £(76,650)

Phase 1 of the work to make safe the lift roof void and then undertake a full structural inspection is complete. Negotiations between Property & Design, our insurers Zurich and conservation planners were required to ensure agreement that the historic grade 2 listed lift could be adapted for safe operation to the satisfaction of the insurers. This delayed the finalisation of the specification for Phase 2, the lift works, which are now in progress.

Directorate: Finance & Resources	Approved Budget: £619,510
Project Title: DDA Access Works	Revised Budget: £560,850
	Variation: £(58,660)

Delays to this year's Disability Discrimination Act access programme have been caused by a variety of factors including awaiting Landlord's consent for proposed changes, awaiting agreement from Conservation Planners for alteration works to historic listed buildings, and clarification needed from the council's insurers Zurich regarding the change of use of a goods lift. Other alteration works at one site have also delayed access improvement works and the programme has required extensive consultation to ensure value for money and find solutions to circumvent or remove barriers. The DDA Access Works is a rolling programme of improvements to meet Council targets. Re-profiled funding will be used to further improve access to services.

Adult Social Care and Housing

Directorate: Adult Social Care & Housing	Approved Budget: £6,377,000
Project Title: Private Sector capital	Revised Budget: £6,170,000
	Variation: £(207,000)

Expenditure under this heading is dependent upon the completion of works by individual applicants following approval of applications for Housing Renewal Assistance.

The unspent sum at year-end relates to funding assistance we have identified for a major capital project that has been held up due to unexpected delays outside of the council's

control that occurred very late in the financial year. Work was due to commence in January 2009 however it has taken longer than anticipated for the landlord to obtain the necessary planning permissions. This was not anticipated at the time of reporting for month 9. The project is expected to proceed in the new financial year. The funding allocation to the Council is in the form of a grant that can be carried forward to the following financial year.

Environment

Directorate: Environment	Approved Budget: £615,000
Project Title: Communal Bins Extension	Revised Budget: £222,980
	Variation: £(392,020)

Due to the complex specification for the new communal bin vehicles, a short delay has been experienced in receiving the vehicles from the supplier. The communal bin roll out is progressing as planned.

Directorate: Environment	Approved Budget: £369,340
Project Title: Purchase of vehicles for Cityparks	Revised Budget: £228,550
	Variation: £(140,790)

A delay has followed road testing of a number of different vehicles which failed to achieve expectations and required new vehicles to be specified and acquired.

Directorate: Environment	Approved Budget: £63,250
Project Title: Cityparks Waste Compactor Composting in Stanmer	Revised Budget: £ nil
	Variation: £(63,250)

A specification for the site has been submitted to the Environment Agency but a response from the Agency is still awaited, resulting in the need to re-profile the budget.

Directorate: Environment	Approved Budget: £860,000
Project Title: King Alfred – Health & Safety Works	Revised Budget: £142,070
	Variation: £(717,930)

Elsewhere on this agenda is a detailed report on the King Alfred health and safety works.

Directorate: Environment	Approved Budget: £317,500
Project Title: Horsdean Travellers Site Improvements	Revised Budget: £150,600
	Variation: £(166,900)

The start of works was delayed due to Travellers remaining on site for longer than anticipated and therefore no access was possible for contractors. The cold weather at the start of the year also delayed the concrete pouring process. When works started on site in became clear that an amendment was needed to the specification to ensure most effective use of the space.

Directorate: Environment	Approved Budget: £2,260,000
Project Title: Lanes and London Road Car Park Improvements	Revised Budget: £939,440
	Variation: £(1,320,560)

Delivery of these two major improvement projects was not feasible before the end of March 2009 due to fixed time processes (OJEU procurement and Cabinet Approval for additional funding) that could not be shortened. Delays in obtaining the necessary planning permission for each car park contributed to the extended timeframe. In addition, normal project processes such as design, mobilisation and implementation require more time with 18 – 24 months being the normal timeframe for this type of project. By the end March 2009 just under 12 months had elapsed.

Parking capacity was always projected to be reduced during the works and therefore the delay simply means that the reduced capacity has happened later. Staff parking and hotel parking have been re-located to Regency Square during the course of the works.

Directorate: Environment	Approved Budget: £1,384,000
Project Title: Ex leased car parks Improvements	Revised Budget: £1,189,150
	Variation: £(194,850)

The return of the ex-leased car parks happened later than expected due to legal complications during the negotiation with NCP. Improvement works (accounting for the remainder of the budget) will proceed at the Lanes and London Road and will require design, planning permission, procurement, mobilisation and implementation requiring circa 18 months overall duration.

2009/10 £	2010/11 £	2011/12 £	2012/13 £
100,000	94,850		

Slippage of budget into 2009/10

Details of slippage of £50,000 or more

Culture & Enterprise

Directorate: Cultural Services	Approved Budget: £305,000
Project Title: Contact Centre, Ticket & Web Build	Revised Budget: £134,600
	Variation: £(170,400)

The call centre element of the capital scheme was completed in March 2009 and the invoices relating to the scheme are being paid now. The ticketing system supplier has been chosen and work on installation with completion due in June 2009 when final invoices will be paid. Website work is due for completion in June 2009 with only a retainer still due for payment.

Finance & Resources

Directorate: Finance & Resources	Approved Budget: £86,560
Project Title: Electronic Relationship Management	Revised Budget: £14,100
	Variation: £(72,460)

Finance & Resources ICT are in the process of upgrading the electronic relationship system to the latest version and this has been delayed due to other dependencies beyond ICT's control. Furthermore, the council will be looking to integrate this system with the new GIS and a mobile working solution for CityClean. These projects will introduce new working practices and efficiencies.

Directorate: Finance & Resources	Approved Budget: £51,520
Project Title: Mobile & Flexible Working	Revised Budget: £(14,830)
	Variation: £(66,350)

This budget was intended to finance a Mobile & Flexible working project in Adult Social Care and depended on proving the business case for Mobile & Flexible working for Care Managers. This pilot has not been able to prove the business case and therefore the project will not proceed in its current form. The amount is greater than the budget as it includes a previous year carry forward. This budget is now to be linked to initiatives to support a wider corporate accommodation strategy.

Directorate: Finance & Resources	Approved Budget: £70,000
Project Title: SharePoint 2007 implementation	Revised Budget: £ 19,960
	Variation: £(50,040)

Migration from the Lotus Notes Wave (the Council's Intranet) has taken longer than anticipated. There has been a change to the Executive on the Project Board and there is

now a clear direction to move forward with developments. Resources have also been limited and skills in this area are in short supply. The new Wave is scheduled to go live on 1st June utilising Microsoft SharePoint technology within the Council's enterprise agreement. Further developments in the project will be directed by the project board.

Adult Social Care and Housing

Directorate: Adult Social Care & Housing	Approved Budget: £358,000
Project Title: Adaptations	Revised Budget: £290,000
	Variation: £(68,000)

It is very difficult to accurately predict the level of funding needed for Adaptations during the financial year. This is because the service is reliant on contractors being available to carry out the installation of minor adaptations and there are often delays to major adaptations work (which is the most significant part of the budget). Demand is also very difficult to predict.

Environment

Directorate: Environment	Approved Budget: £754,000
Project Title: CIVITAS	Revised Budget: £84,760
	Variation: £(669,240)

This programme started a month later than anticipated in October 2008 and this was followed by a period where the council recruited the necessary resources to deliver the programme. Therefore, financial slippage has been experienced. An additional consideration is the over-resourcing of the original proposal compared with current cost estimates. Despite a later start, all projects within the programme are currently on or ahead of progress (if not spending) target, and therefore overall slippage is not considered a risk. Progress to date suggests that the programme will be delivered on, if not before, target.

Children & Young People's Trust

Directorate: CYPT	Approved Budget: £3,231,770
Project Title: Schools Devolved Capital	Revised Budget: £2,798,530
	Variation: £(433,240)

Devolved Formula Capital is a financial resource that is devolved to schools by the Local Authority. Schools have the option to accrue the money for a maximum of 3 years. However, accrued funds are normally retained by the Local Authority. The outturn figures represent the amount of variation schools are anticipated to request by the end of the school year.

Directorate: CYPT	Approved Budget: £2,090,390
Project Title: Varndean School Extension	Revised Budget: £1,970,900
	Variation: £(119,490)

Outstanding payments on this scheme will be due in 2009/10. In addition some initial costs were met from advanced design and savings are being identified on the final account.

Directorate: CYPT	Approved Budget: £366,680
Project Title: School Access Initiative 2008/09	Revised Budget: £269,830
	Variation: £(96,850)

This funding will form contributions to major works at Balfour Junior, Davigdor Infant and Peter Gladwin Primary Schools where there will be elements in the design to enable DDA compliance.

Adult Social Care and Housing

HRA Capital Schemes

Directorate: Adult Social care & Housing (HRA)	Approved Budget: £3,309,110
Project Title: Heating	Revised Budget: £3,236,510
	Variation: £(72,600)

Heating works are provided through an efficient five year install and maintenance programme. A small amount of slippage of £72,600 will be added to the approved 2009/10 Heating Programme budget and be spent in the 1st quarter of 2009/10.

Directorate: Adult Social care & Housing (HRA)	Approved Budget: £156,490
Project Title: Procurement Strategy	Revised Budget: £57,740
	Variation: £(98,750)

The procurement strategy budget relating to Strategic Stock Options remains partly underspent whilst the Asset Management Strategy is still in development and this unspent budget is therefore being transferred to 2009/10.

Directorate: Adult Social care & Housing (HRA)	Approved Budget: £110,000
Project Title: General Refurbishment	Revised Budget: £34,480
	Variation: £(75,520)

Somerset & Wiltshire Structural Repairs - £75,520

The majority of the budget for Somerset and Wiltshire High Rise blocks had already been reprofiled into the 2009/10 financial year, as a result of planning being granted on 3rd

March 2009, with works scheduled to start in the first quarter of 2009/10 after leaseholder consultation. Due to the fact that this was so close to the end of the financial year, a further amount of budget for this project, £75,520, will now slip into 2009/10.

Explanations of overspends (and underspends) of over £50,000 within the total overspend

Adult Social Care and Housing HRA Capital Schemes

Directorate: Adult Social care & Housing (HRA)	Approved Budget:	£238,750
Project Title: Procurement	Revised Budget:	£132,230
	Variation:	£(106,520)

It has previously been reported that due to its complexity, the procurement process for the new long term Repairs, Maintenance and Refurbishment Strategic Partnership for Housing Management has taken longer than expected. The commencement date for the contract remains April 2010, however, the contract award will now be summer 2009. A budget of £306,000 for procurement of this contract has been approved for expenditure in 2009/10 as part of the 2009/10 Housing Capital Programme. Any unspent monies from the 2008/09 procurement budget will offset other variances within the 2008/09 programme.

The underspend was used to fund other areas of the Housing Capital Programme during 2008/09 and variation reports for these are also included in this report

Directorate: Adult Social care & Housing (HRA)	Approved Budget:	£521,890
Project Title: Minor capital Works Technical Services	Revised Budget:	£721,000
	Variation:	£199,110

This expenditure relates to the capitalisation of responsive repairs carried out during 2008/09. Over the course of the year the directorate has carried out a large amount of external repairs and damp proofing to properties, with some kitchens and bathrooms also being installed under this budget, which have contributed towards Decent Homes performance.

The overspends in the 2008/09 Housing Capital Programme have been met from underspends reported elsewhere in the Programme and from an additional revenue contribution reported in the 2008/09 HRA Revenue outturn report.

Directorate: Adult Social care & Housing (HRA)	Approved Budget:	£312,210
Project Title: Minor capital Works - Planned	Revised Budget:	£521,480
	Variation:	£209,270

Minor capital works were accelerated, within the flexibility of the works contract, to carry out minor works whilst scaffolds were in place on other schemes in the Housing Programme, an example being Philip Court. Although increasing the spend in this

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financial year, this reduces the costs of these minor works overall, thereby achieving better value for money.

The overspends in the 2008/09 Housing Capital Programme have been met from underspends reported elsewhere in the Programme and from an additional revenue contribution reported in the 2008/09 HRA Revenue outturn.

Directorate: Adult Social care & Housing (HRA)	Approved Budget: £140,300
Project Title: Newstead Flats Refurbishment	Revised Budget: £213,600
	Variation: £73,300

The original budget costs for the 2007/08 capital programme were based on an original estimate and tender. Additional work was identified to complete the refurbishment of these flats and a new tender and contract was entered into. The delay incurred by this resulted in slippage of the project which was identified in the final quarter of the last financial year. An additional £99,700 was identified as being required to complete the works, including consultant's fees, for the 2008/09 budget.

After the demise of the council's consultants, Erinaceous, a cost reduction was identified as the contract administration for these works was subsequently taken up by the council's in-house team.

The additional spend, amounting to £73,300, was principally made up of:

Kitchen refurbishments £30,000
Electrical rewires £31,000

The remaining cost is spread amongst the other elements retendered.

The overspends in the 2008/09 Housing Capital Programme have been met from underspends reported elsewhere in the Programme and from an additional revenue contribution reported in the 2008/09 HRA Revenue outturn.

Directorate: Adult Social care & Housing (HRA)	Approved Budget: £471,900
Project Title: Door Entry systems	Revised Budget: £299,250
	Variation: £(172,650)

Albion Hill DES (£50,000)

This project has achieved a £50,000 underspend compared to the original estimate for the project. The same level of work has been undertaken, but the winning bidder had a very competitive price.

A technical consultant was engaged to examine the winning bid to ensure the tender was reasonable and achievable.

Minor Door Entry Systems (£110,000)

Funds were requested at the beginning of 2008/09 for a number of replacement Door Entry Systems. Once funding was secured, a full technical survey was undertaken on each of these systems. It was deemed better value for money to fix some of these

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systems, rather than replace or overhaul them at this stage. This is especially relevant as the new Door Entry Systems Service Contract currently being procured, will deliver more competitive unit rates.

The underspend was used to fund other areas of the Housing Capital Programme during 2008/09 and variation reports for these are also attached in this report.

Directorate: Adult Social care & Housing (HRA)	Approved Budget:	£162,200
Project Title: Lifts	Revised Budget:	£22,230
	Variation:	£60,030

The Lifts budget is a responsive budget and it is therefore difficult to determine the level of spend when setting the budget at the beginning of the year. The increased spend occurred in the last two months of the financial year.

The overspends in the 2008/09 Housing Capital Programme have been met from underspends reported elsewhere in the Programme and from an additional revenue contribution reported in the 2008/09 HRA Revenue outturn.

Directorate: Adult Social care & Housing (HRA)	Approved Budget:	£663,840
Project Title: Major Voids – Empty Homes Team	Revised Budget:	£455,930
	Variation:	£(207,910)

A lower than forecast spend was achieved in the Major Voids budget as a result of the cost of the installation of kitchens and bathrooms in Empty Properties being charged directly to the kitchens and bathrooms budget since December.

The underspend was used to fund other areas of the Housing Capital Programme during 2008/09 and variation reports for these are also attached in this report.

New schemes in 2009/10

Directorate: Environment

Project Title: Playbuilder project

Budget: £1,127,840

Brighton & Hove City Council has been successful in receiving £1,127,840 over two years from the Department of Children, Schools and Families (DCSF) for play pathfinder and playbuilder capital grant related expenditure.

The DCSF is investing significant funding in play as part of a three year programme from 2008/09 to 2010/11. Brighton & Hove City Council will receive grant funding based upon three variables: deprivation, building costs and child population. The grant is to be used to develop new and existing public play areas

2009/10 £	2010/11 £	2011/12 £	2012/13 £
530,200	597,640		

