

Policy & Resources Committee

Date: **21 January 2021**

Time: **4.00pm**

Venue **Virtual**

Note: in response to current Government Regulations this meeting is being held as a virtual meeting for councillors and accessible via Teams. Public speaking and engagement opportunities will be made available.

The meeting will also be webcast live to the internet.

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

Invitee: Dr Anusree Biswas Sasidharan

Contact: **Mark Wall**
Head of Democratic Services
01273 291006
mark.wall@brighton-hove.gov.uk

Agendas and minutes are published on the council's website www.brighton-hove.gov.uk. Agendas are available to view five working days prior to the meeting date.

Electronic agendas can also be accessed through our meetings app available through ModernGov: [iOS/Windows/Android](#)

This agenda and all accompanying reports are printed on recycled paper

AGENDA

PROCEDURAL MATTERS

118 PROCEDURAL BUSINESS

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

(b) **Declarations of Interest:**

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

In each case, you need to declare

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

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

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

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

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

119 MINUTES

9 - 34

To consider the minutes of the meeting held on the 3 December 2020.

Contact Officer: Mark Wall

Tel: 01273 291006

Ward Affected: All Wards

120 CHAIR'S COMMUNICATIONS

121 CALL OVER

- (a) Items (125 – 139) will be read out at the meeting and Members invited to reserve the items for consideration.
- (b) Those items not reserved will be taken as having been received and the reports' recommendations agreed.

GENERAL MATTERS

122 PUBLIC INVOLVEMENT

35 - 36

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

- (a) **Petitions:** to receive any petitions presented by members of the public to the full Council or as notified for presentation at the meeting by the due date of 7 January 2021;
- (b) **Written Questions:** to receive any questions submitted by the due date of 12 noon on the 15 January 2021;
- (c) **Deputations:** to receive any deputations submitted by the due date of 12 noon on the 15 January 2021.

Contact Officer: Mark Wall

Tel: 01273 291006

Ward Affected: All Wards

123 ITEMS REFERRED FROM COUNCIL

37 - 40

To consider the following item referred from the Council meeting held on the 17 December 2020:

- (1) Petition - Brighton & Hove City Council Act on the Climate and Biodiversity Emergency Now!

Contact Officer: Mark Wall

Tel: 01273 291006

Ward Affected: All Wards

124 MEMBER INVOLVEMENT

To consider the following matters raised by councillors:

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

A SUSTAINABLE CITY

125 BRIGHTON & HOVE CLIMATE ASSEMBLY 41 - 138

Extract from the proceedings of the Environment, Transport & Sustainability Committee meeting held on the 19 January 2021, together with a report of the Executive Director for Economy, Environment & Sustainability Committee.

Contact Officer: Rachel Williams
Ward Affected: All Wards

Tel: 01273 291098

COVID-19

126 COVID-19 STAFF RECOGNITION OPTIONS 139 - 144

Report of the Executive Director for Finance & Resources.

Contact Officer: Sally-Ann Russell
Ward Affected: All Wards

127 UPDATE ON COVID WINTER GRANT SCHEME 145 - 164

Joint report of the Interim Executive Director for Families, Children & Learning and the Acting Chief Finance Officer.

Contact Officer: Richard Barker
Ward Affected: All Wards

Tel: 01273 290732

A CITY WORKING FOR ALL

128 COUNCIL TAX REDUCTION REVIEW 165 - 204

Report of the Acting Chief Finance Officer.

Contact Officer: Paul Ross-Dale
Ward Affected: All Wards

Tel: 01273 291969

129 COUNCIL TAX BASE 2021/22 205 - 216

Report of the Acting Chief Finance Officer.

Contact Officer: Heather Bentley
Ward Affected: All Wards

Tel: 01273 291244

130 BUSINESS RATES RETENTION FORECAST 2021/22 217 - 222

Report of the Acting Chief Finance Officer.

Contact Officer: Heather Bentley
Ward Affected: All Wards

Tel: 01273 291244

- 131 DRAFT GENERAL FUND BUDGET AND RESOURCE UPDATE 2021/22** **223 - 306**
Report of the Acting Chief Finance Officer.
Contact Officer: Jeff Coates *Tel: 01273 292364*
Ward Affected: All Wards
- 132 APPOINTMENT OF DEPUTY ELECTORAL REGISTRATION OFFICERS** **307 - 310**
Report of the Executive Lead Officer for Strategy, Governance & Law.
Contact Officer: Michael Appleford *Tel: 01273 291997*
Ward Affected: All Wards
- 133 LIFE EVENTS FEES AND CHARGES REVIEW FOR REGISTRATION SERVICES 2021-2022** **311 - 326**
Report of the Executive Lead Officer for Strategy, Governance & Law.
Contact Officer: Paul Holloway *Tel: 01273 292005*
Ward Affected: All Wards
- 134 REVIEW OF VALLEY GARDENS, LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN AND STANMER PARK RESTORATION PROJECT TASK AND FINISH MEMBER WORKING GROUPS** **327 - 342**
Report of the Executive Director for Economy, Environment & Culture.
Contact Officer: Andrew Renaut *Tel: 01273 292477*
Ward Affected: All Wards
- 135 NEW ENGLAND HOUSE** **343 - 352**
Report of the Executive Director for Economy, Environment & Culture.
Contact Officer: Alan Buck *Tel: 01273 292287*
Ward Affected: St Peter's & North Laine
- 136 PROCUREMENT OF A CORPORATE CLEANING CONTRACT** **353 - 394**
Report of the Executive Director for Economy, Environment & Culture.
Contact Officer: David Bond
Ward Affected: All Wards
- 137 FLEET STRATEGY 2020 -2030** **395 - 430**
Report of the Executive Director for Economy, Environment & Culture.
Contact Officer: Rachel Chasseaud *Tel: 01273 290753*
Ward Affected: All Wards

A STRONGER CITY

138 BHCC ACCOUNTABLE BODY FOR COAST TO CAPITAL LOCAL ENTERPRISE COUNCIL 431 - 434

Report of the Chief Executive.

Contact Officer: Paul Lavery

Tel: 01273 290760

Ward Affected: All Wards

PROCEDURAL MATTERS

139 TIMETABLE OF MEETINGS FOR 2021/2022 435 - 456

Report of the Executive Lead Officer for Strategy, Governance & Law.

Contact Officer: Mark Wall

Tel: 01273 291006

Ward Affected: All Wards

140 ITEMS REFERRED FOR COUNCIL

To consider items to be submitted to the 28 January 2021 Council meeting for information.

In accordance with Procedure Rule 24.3a, the Committee may determine that any item is to be included in its report to Council. In addition, each Group may specify one further item to be included by notifying the Chief Executive no later than 10.00am on [Insert Date] 2013 (the eighth working day before the Council meeting to which the report is to be made), or if the Committee meeting takes place after this deadline, immediately at the conclusion of the Committee meeting.

PART TWO

PROCEDURAL MATTERS

141 PART TWO PROCEEDINGS

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

ACCESS NOTICE

In response to the current situation with Covid-19 and the easing of Regulations, this Committee meeting will be held virtually via Teams and web cast simultaneously.

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

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

For those members of the public wishing to actively take part in the meeting a link will be emailed so that they can join the meeting.

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested.

WEBCASTING NOTICE

This meeting may be filmed for live or subsequent broadcast via the Council's website. At the start of the meeting the Chair will confirm if all or part of the meeting is being filmed. You should be aware that the Council is a Data Controller under the Data Protection Act 1998. Data collected during this web cast will be retained in accordance with the Council's published policy.

Therefore, by joining the meeting via the link provided you are deemed to be consenting to being filmed and to the possible use of those images and sound recordings for the purpose of web casting and/or Member training. If members of the public do not wish to have their image captured, they should ensure they do not use the skype video facility and provide a static image.

FURTHER INFORMATION

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

Date of Publication - Wednesday, 13 January 2021