

Strategy, Finance & City Regeneration Committee

Date: **22 June 2023**

Time: **4.00pm**

Venue: **Council Chamber, Hove Twon Hall**

Members: **Councillors:** Sankey (Chair), Taylor (Deputy Chair), Shanks (Opposition Spokesperson), Cattell, McNair, Muten, Pumm, Robins, Rowkins and Williams

Contact: **Lisa Johnson**
Democratic Services Manager
lisa.johnson@brighton-hove.gov.uk

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Date of Publication – 14 June 2023

AGENDA

Part One

Page No.

1 PROCEDURAL MATTERS

(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.

2 POLICY & RESOURCES URGENCY SUB-COMMITTEE

7 - 10

To receive the minutes extract and note the decisions taken by the Policy & Resources Urgency Sub-Committee held on 30 March 2023.

3 MINUTES

11 - 28

To consider the minutes of the meeting held on 16 March 2023.

4 CHAIRS COMMUNICATIONS

5 CALL OVER

6 PUBLIC INVOLVEMENT

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 (8 June 2023 = 10 working days);
- (b) **Written Questions:** to receive any questions submitted by the due date of 12 noon on the 16 June 2023;
- (c) **Deputations:** to receive any deputations submitted by the due date of 12 noon on the 16 June 2023.

7 ITEMS REFERRED FROM COUNCIL

To receive any items from the last meeting of the Full Council.

8 MEMBER INVOLVEMENT

To consider the following matters raised by councillors:

- (a) **Petitions**
- (b) **Written Questions**
- (c) **Letters**
- (d) **Notices of Motion**

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Contact Officer: Shaun Hughes Tel: 01273 290569
Ward Affected: All Wards

10 UPDATE ON THE WORK OF THE CORPORATE PARENTING BOARD 41 - 80

Report of the Executive Director Families, Children and Learning.

Contact Officer: Anna Gianfrancesco, Gerry
Brandon
Tel: 01273 293966
, Tel: 01273
296348

Ward Affected: All Wards

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Contact Officer: Jeff Coates Tel: 01273 292364
Ward Affected: All Wards

- 12 PROCEDURE FOR ALLOCATING SHOREHAM HARBOUR ECO-TOWNS FUNDING 177 - 190**
- Contact Officer: Liz Hobden Tel: 01273 292504*
Ward Affected: South Portslade
- 13 KINGSWAY TO THE SEA To Follow**
- Contact Officer: Toni Manuel Tel: 01273 290394*
Ward Affected: Westbourne & Poets' Corner; Wish
- 14 ITEMS REFERRED TO FULL COUNCIL**
- To consider items to be submitted to the next Full Council meeting for information.
- 15 PART TWO**
- 16 SCHOOLS' FINANCIAL MANAGEMENT SYSTEM PROCUREMENT (EXEMPT CATEGORY 3) 191 - 196**
- Contact Officer: Nigel Manvell Tel: 01273 293104*
Ward Affected: All Wards
- 17 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.

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Further information

For further details and general enquiries about this meeting contact Lisa Johnson, (01273 291228, email lisa.johnson@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

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Brighton & Hove City Council

STRATEGY FINANCE & CITY REGENERATION COMMITTEE

Agenda Item 2

Subject: HANGLETON AND KNOLL COMMUNITY YOUTH PROJECT
- YOUTH INVESTMENT FUND GRANT

Date of meeting: 22 June 2022

Report of: Executive Director Governance People & Resources

Contact Officer: Anthony Soyinka
Email: anthony.soyinka@brighton-hove.gov.uk

Ward(s) affected: All

1. Action required of the Strategy Finance & City Regeneration committee:

To receive the minutes extract and note the decisions taken by the Policy & Resources Urgency Sub-Committee held on 30 March 2023.

BRIGHTON & HOVE CITY COUNCIL
POLICY & RESOURCES URGENCY SUB-COMMITTEE

11.00am 30 MARCH 2023

HOVE TOWN HALL

MINUTES

Present: Councillors Mac Cafferty and Allcock

PART ONE

1 PROCEDURAL MATTERS

(a) Declarations of Substitutes

1.1 There were no substitutions.

(b) Declarations of Interest

1.2 There were no declarations of interest.

(c) Exclusion of Press and Public

1.3 The Sub-Committee considered whether the press and public should be excluded from the meeting during the consideration of any of the items listed on the agenda.

1.4 **RESOLVED:** There were no Part Two items on the agenda and so the press and public would not be excluded during the meeting.

2 HANGLETON AND KNOLL COMMUNITY YOUTH PROJECT - YOUTH INVESTMENT FUND GRANT

2.1 The Sub-Committee considered the report of the Executive Director Economy, Environment & Culture and the Executive Director Families, Children & Learning regarding the Hangleton and Knoll Community Youth Project.

2.2 In response to a question the lawyer advised that the Letter of Comfort from the Department of Culture, Media and Sport (DCMS) was not legally binding. Members were being asked to give delegated authority to the Chief Executive and Executive Director of Economy, Environment & Culture and the Executive Director of Families, Children and Learning to enter into a capital agreement which was still to be drafted.

- 2.3 Members asked if the freehold would be retained by the Council, and if so, how long the lease would be. Officers confirmed that the Council would have the freehold and whilst the lease was still to be negotiated it would be up to 25 years.
- 2.4 Members asked for more information on the consultation process. Officers advised that the three ward councillors had been consulted and were in support of the proposal, in November 2022 three hundred flyers had been delivered to local houses, information had been provided in local newsletters and Facebook groups, an evening meeting had been arranged for local residents, and discussions had been held with the local bowls club who were agreeable to giving up part of their land to accommodate the project. A planning application had been submitted with a decision expected at the end of April.
- 2.5 **RESOLVED:** That the Urgency Sub-Committee:
- (i) Agreed to proceed with the Hangleton and Knoll Community Youth Project - Youth Investment Fund grant for the provision of a new modular building in Knoll Park.
 - (ii) Delegated authority to the Chief Executive Officer and the Chief Finance Officer to enter into agreement with the Department of Culture, Media and Sport to accept a capital grant of £776,500 for the provision of a modular building for the provision of Youth Services.
 - (iii) Delegated authority for the Executive Director of Economy, Environment & Culture, in consultation with the Executive Director of Families, Children and Learning, to enter into contracts for the delivery of a new modular building provided for Youth Services and to enter into a lease with the Hangleton and Knoll Community Youth Project once the building is complete.
 - (iv) Noted that this is subject to the successful conclusion of negotiations with Department of Culture, Media and Sport and Hangleton and Knoll Youth Project on the contracting, funding and capital build contracting arrangements, as well as the revenue support from government for subsequent use of the building.

The meeting concluded at 11.45am

Brighton & Hove City Council

Policy & Resources Committee

4.00pm 16 March 2023

Hove Town Hall - Council Chamber

Minutes

Present: Councillor Mac Cafferty (Chair) Druitt (Joint Deputy Chair), Gibson (Joint Deputy Chair), Allcock (Joint Opposition Spokesperson), Appich (Joint Opposition Spokesperson), Bell (Group Spokesperson), Allbrooke, Evans, McNair and Yates

Also present: Dr Anusree Biswas Sasidharan (Standing Attendee)

Part One

130 PROCEDURAL BUSINESS

(a) Declarations of Substitutes

130.1 There were no substitutes.

(b) Declarations of Interest

130.2 Cllr Appich declared that she was a member and shareholder of Wave Bank and had been given dispensation to speak and vote on Item 152, and declared that she was a member of the GMB Trade Union

Cllr Allcock declared that he was a lay member of the GMB Trade Union

Cllr Bell declared that he was a Trustee of the Royal Pavilion Museum Trust and would leave the Chamber during the discussion and vote on Item 148

Cllr Druitt declared that as Managing Director of the Big Lemon bus company he had been granted dispensation to speak but not vote on Item 139, and declared an interest in Item 154 as he had a Ukrainian refugee staying at his home.

Cllr Gibson declared that he was a member and shareholder of Wave Bank and had been given dispensation to speak and vote on Item 152,

Cllr MacCafferty declared that he was a member and shareholder of Wave Bank and had been given dispensation to speak and vote on Item 152

Cllr Yates declared that he was a member and shareholder of Wave Bank and had been given dispensation to speak and vote on Item 152, and declared that he was a lay member of the GMB Trade Union

(c) Exclusion of Press and Public

- 130.3 The Committee considered whether the press and public should be excluded from the meeting during the consideration of any of the items listed on the agenda.
- 130.4 **RESOLVED:** That the press and public be excluded from the meeting during consideration of the items contained in part two of the agenda.

131 MINUTES

- 131.1 The Minutes of the meeting held on 9 February 2023 were agreed as a correct record.

132 CHAIR'S COMMUNICATIONS

- 132.1 The Chair gave the following communication:

Welcome to the last Policy and Resources Committee meeting in the municipal cycle.

All of us in this room are acutely aware of the economic crisis we find ourselves in. The cost-of-living crisis, inflation, the war in Ukraine, Brexit and 13 years of government cuts. These compounding factors have driven so many decisions in recent months.

We are watching an economic system in crisis. Yet what we saw yesterday in the Spring Budget was a government with no compelling plan to support people, no extraordinary measures for the most marginalised to afford their rent, bills and food. Instead, they want to drive the over-50s, like they have with the long-term sick and disabled, and benefits claimants into work. This is the same old story; push people into work whether they can afford to or not, profit off their labour and ignore any risks to wellbeing.

Little hope has been given to the country, and here in the council the same can be very much said. We are consistently left with inadequate resources to tackle the vast number of challenges in the city.

And yet despite that, Greens have consistently had the backs of residents, and have made significant steps in defending the city from the worst of the effects of the cost-of-living crisis. We have more than trebled our 'Housing First' placement which provide wrap-around support to people who have been homeless. We have built new, sustainable council homes including the council's first with a ground-source heat pump, thereby reducing the reliance on fossil fuels while making heating more affordable for residents. We have worked with neighbouring councils to make our council homes warmer and cheaper to heat while reducing our impact on the environment.

This was not even the first crisis we faced off these last two years. We led the city through the height of the Covid pandemic, as well as working with NHS Sussex to produce a plan for Brighton and Hove that will tackle health inequalities. In spite of horrendous context, we have managed to deliver a lot for this city. Today, we will see a range of that work on display, demonstrating our work in action across the board.

Fairness

One major example of what we've done in this council is action for a fairer Brighton & Hove.

This week we heard about Ann and Enji, students at Cardinal Newman and Brighton University who are facing deportation from this country. This is Suella Braverman's revolting 'hostile environment' alive and kicking in our city. These young people have recently been moved to Tower Hamlets by the Home Office which means they have to check in every day, in spite of this, Ann hasn't missed a day of school as she studies for her GCSEs. We stand in solidarity with Ann and Enji and I salute the work of students at Cardinal Newman who are admirably campaigning for them to be allowed to stay in this country. Please sign the petition which has so far received over 5,000 signatures.

We have the council's anti-racism strategy being put to us today; I am exceptionally proud of the work the city council is doing to make anti-racism not just a slogan, but a reality. This has come as a result of the dedication of many of our community organisations over many years working with the council to articulate a plan for action.

In it we see the long-term vision and aims in combatting racism, and details steps needed to begin to make that vision a reality alongside community accountability. Across its five directorates, actions include developing better pathways to settled accommodation, embedding anti-racism, intersectionality, and accessibility into policies and plans across departments and engagement with Black and Racially Minoritised communities, tenants, artists, businesses, families, children, carers and staff

Eliminating racism won't happen overnight and it won't be easy but fight we must and fight we will. In order that we can fight racism effectively we must acknowledge that racism in Britain is historic, it's systemic and nation-wide. Sadly it is increasingly when the Tories cut council funding, or when the climate crisis goes unaddressed, it is Black & Racially Minoritised people who so often feel the harshest effects.

Across the country, in our own city and council, the reality is that we still have a lot of work to do. But we do so standing in the proud tradition of anti-racism. We will continue to fight racism and make our city a better, fairer and more just place for communities of colour.

One other key way that we have made the council fairer is Brighton and Hove City Council has abolished the lowest pay grades.

And another fantastic project that will be presented to us today is the Brighton Youth Centre. Young people are so often neglected and disregarded. Brighton Youth Centre (BYC) has been in a state of disrepair for too long. Discussions regarding the establishment of a Central Youth Hub on the site have been ongoing for over three years now, and various options regarding funding this project have come and gone. But, we have found a plan to finance this project and build a central Youth centre for the city, as a focal-point for young people in Brighton & Hove while also pushing for schemes around the city- Hangleton Knoll Project, Moulsecoomb as the hub, Portslade youth building being redeveloped though new homes for neighbourhoods.

Environment

Our successes are not contained to just defending the city's residents from the economic crisis and bringing in fairness. As Greens, we have always championed the environment and lead the fight against climate change and air pollution. We launched our School Streets programme, using local traffic orders to restrict traffic movements around schools to make the walk to school not only safer but also healthier. We've rolled out a huge increase in the number of electric vehicle charging points, with Brighton & Hove becoming one of the top five councils in the country for our charging network. And we've developed a City Downland Estate Plan to manage the council-owned land around the city in line with our climate change commitments.

Thank you to officers

Finally, I want to take the opportunity to thank officers for their work.

Geoff, Abraham, Donna, Deb, Rob, Rachel, Nigel, Ali and all of their teams who have put so much work into helping the committee understand reports. We also would be nowhere without Lisa, Anthony and democratic officers. We have to thank Liz Culbert for stepping up to help the committee when Abraham was off unwell.

A key commitment that we made a few years ago was to make our committee more open to the scrutiny of our BAMER communities and Anusree has brought so much passion, tenacity and scrutiny to that role. Thank you, Dr Sasidharan.

I also want to acknowledge a number of councillors who are not re-standing. My two deputy chairs, Cllrs Druitt and Gibson and from Labour Cllrs Allcock, Appich and Yates.

133 CALL OVER

133.1 The following items were reserved for discussion:

Item 137 - EDUCATION CAPITAL RESOURCES AND CAPITAL INVESTMENT
PROGRAMME 2023/24

Item 140 - CARBON NEUTRAL 2030 PROGRAMME - CARBON NEUTRAL FUND
UPDATE

Item 143 - DIGITAL DATA AND TECHNOLOGY INVESTMENT

Item 146 - FUTURE WAYS OF WORKING

Item 147 - PERFORMANCE UPDATE REPORT ON REQUESTED KPIS

Item 148 – PRINCES PLACE PUBLIC TOILETS

Item 153 – ANTI-RACISM STRATEGY 2023-2028

Item 155 – BRIGHTON YOUTH CENTRE

Item 157 - EQUAL PAY SETTLEMENT PROPOSAL - BANK HOLIDAY
PAY

The following items were agreed without discussion:

Item 138 – ANNUAL PLANNED MAINTENANCE BUDGET AND ASSET MANAGEMENT FUND ALLOCATIONS 2023-24 FOR THE COUNCIL'S OPERATIONAL BUILDINGS

Item 139 - LOCAL TRANSPORT PLAN 2023/24 CAPITAL PROGRAMME

Item 141 - PROCUREMENT OF THE COUNCIL'S CORPORATE CATERING EQUIPMENT CONTRACT

Item 142 - END USER DEVICES

Item 144 – COST OF LIVING UPDATE

Item 145 - PAY POLICY STATEMENT 2023/24

Item 149 – HOLLINGDEAN DEPOT OFFICE ACCOMMODATION PROJECT

Item 150 – HOMES FOR BRIGHTON & HOVE – EXTERNAL COMMUNAL AREA MANAGEMENT AT COLDEAN LANE, BRIGHTON.

Item 151 – REVENUES AND BENEFITS ELECTRONIC DOCUMENT MANAGEMENT SYSTEM REPLACEMENT

Item 152 - WAVE BANK (FORMERLY EAST SUSSEX CREDIT UNION) LOAN EXTENSION

Item 154 - UKRAINIAN REFUGEE PROGRAMME GRANTS SCHEME 2023-2024

134 PUBLIC INVOLVEMENT

134.1 There were no Petitions, Written Questions or Deputations

135 ITEMS REFERRED FROM COUNCIL

135.1 No items were referred from the last meeting of Council

136 MEMBER INVOLVEMENT

136.1 Cllr Bell presented a petition on 'Stop the Council Selling Portslade Town Hall' which had 64 signatures.

The wording of the petition was:

The City Council has recently put the future of Portslade Town Hall on notice, having not ruled out moving services away - or even selling it.

Portslade Town Hall is looking in a sorry state, with a boarded up window and shredded national flag. It looks as though there has been little care from the Council for some time. We see this as placing Portslade as second best to the rest of the city.

We are taking a petition to the Council to put this issue on the agenda.

136.2 The Chair gave the following response:

Portslade Town Hall's flag has been replaced and the boarded up window repair has been repaired. The Operational Accommodation Strategy which is being presented as an Appendix to the Future Ways of Working Report, which is Item 146 on today's agenda focuses on the council's main administrative office accommodation. It continues the successful office consolidation and rationalisation achieved so far and sets out the short, medium and longer term direction of travel for the council's office accommodation. As part of the medium / longer term strategy and best practice, future asset management options are to be explored for the council's three Town Halls at Brighton, Hove and Portslade.

Cllr Bell can be assured that, in other words, there are no present plans to sell Portslade Town Hall.

136.3 **RESOLVED:** That the Committee agreed to note the petition.

137 EDUCATION CAPITAL RESOURCES AND CAPITAL INVESTMENT PROGRAMME 2023/24

137.1 The Committee considered the report of the Executive Director Families Children & Learning which informed them of the level of available capital resources allocated to support education buildings and to recommend a capital programme for 2023/24 in respect of School Condition Allocation (SCA) and Basic Need funding.

137.2 In response to a question on when school condition surveys were undertaken officers advised that there was a rolling programme of surveys over a five year period.

137.3 Members asked if schools and pupils were encouraged to look at ways to reduce their carbon output. Officers advised that they were, and schools would have discussions with their pupils on what steps could be taken and technical advice was given where appropriate.

137.4 **RESOLVED:** The Committee granted delegated authority to the Assistant Director of Property & Design to procure the capital maintenance and basic need works and enter into contracts within these budgets, as required, in accordance with Contract Standing Orders in respect of the entire Education Capital Programme.

138 ANNUAL PLANNED MAINTENANCE BUDGET AND ASSET MANAGEMENT FUND ALLOCATIONS 2023-24 FOR THE COUNCIL'S OPERATIONAL BUILDINGS

138.1 This item was agreed without discussion.

138.2 **RESOLVED:** That the Committee agreed –

- (i) That an additional £1.5m of capital borrowing to be added to the annual allocation to help meet some of the top priority capital planned maintenance works that cannot be met by the existing budget.
- (ii) That the annual programme of planned maintenance works for the Planned Maintenance Budget as detailed in Appendices 1 and 2, at a total estimated cost of £4,930,690 be approved.
- (iii) That the Asset Management Fund allocation for 2023-24 totalling £1,000,000, as detailed in Appendix 3 of this report be approved.
- (iv) That delegated authority be granted to the Executive Director Economy, Environment & Culture and Assistant Director Property & Design to procure the Planned Maintenance Budget and Asset Management Fund improvement works and award contracts within these budgets.

139 LOCAL TRANSPORT PLAN 2023/24 CAPITAL PROGRAMME

139.1 This item was agreed without discussion

139.2 **RESOLVED:** That the Committee agreed the 2023/24 Local Transport Plan capital programme budget allocation of £6.357 million, as set out in Appendix 1 of the report.

140 CARBON NEUTRAL 2030 PROGRAMME - CARBON NEUTRAL FUND UPDATE

140.1 The Committee considered the report of the Executive Director Economy, Environment & Culture which provided an update on the Carbon Neutral Fund (CNF).

140.2 Members referred to the appendix and suggested it would be useful to have an additional column setting out the estimated tonnes saving per pound spent, and as the CNF had two goals of reducing carbon emissions and enhancing biodiversity, that information would help compare the value of each project. Officers advised that assessing the value of the projects and the cost per tonne would be difficult to do and it would not be possible to compare the projects as they were so varied.

140.3 The Chair noted that two amendments had been received, one from the Green Group and one from the Labour Group. As the Green Group amendment was submitted first they would be asked to present their amendment first.

140.4 Cllr Gibson proposed the following amendment to the recommendations (changes in bold and italics):

- (i) That Committee notes the three priorities of the Carbon Neutral Fund as set out in the high level 22-23 and 23-24 work programme included in the July 2022 P&R Committee report, namely carbon reduction, biodiversity enhancement and climate change adaptation.

- (ii) That Committee notes the 9836.5 tonnes carbon dioxide equivalent (CO₂e) forecast GHG savings reported in Appendix 1 for the 23 carbon-reduction projects, plus one climate change adaptation project, in receipt of funding from the 2022-24 Carbon Neutral Fund.
- (iii) ***That the committee notes the amendment agreed at Budget Council regarding the Carbon Neutral Funding regarding Liveable neighbourhoods, including funding for the Tarner and Hanover LTN and agrees in principle to £1m being used for the Hanover and Tarner Liveable Neighbourhood Scheme subject to an Officer report to a future Policy & Resources Committee to comply with Financial Procedures.***

140.5 Cllr Druitt formally seconded the proposed amendment.

140.6 The Chair asked the Labour Group to present their amendment.

140.7 Cllr Appich proposed the following amendment to the recommendations (changes in bold and italics):

- (i) That Committee notes the three priorities of the Carbon Neutral Fund as set out in the high level 22-23 and 23-24 work programme included in the July 2022 P&R Committee report, namely carbon reduction, biodiversity enhancement and climate change adaptation.
- (ii) That Committee notes the 9836.5 tonnes carbon dioxide equivalent (CO₂e) forecast GHG savings reported in Appendix 1 for the 23 carbon-reduction projects, plus one climate change adaptation project, in receipt of funding from the 2022-24 Carbon Neutral Fund.
- (iii) ***That Committee agrees £1 million is allocated from the LTN capital borrowing allocation into a redesigned Hanover & Tarner scheme that has buy-in from residents, with a clear emphasis on planned road safety improvement measures on Elm Grove, Queens Park Road and Egremont Place, subject to a detailed report back to ETS and P&R committees in the summer to comply with council's financial procedures.***

140.8 Cllr Allcock formally seconded the proposed amendment.

140.9 The Chair stated that where there are two amendments the one presented last would be voted on first. The Committee voted on the Labour Group amendment and it was agreed. The Committee then voted on the Green Group amendment and it was agreed.

140.10 The lawyer advised that where two amendments are proposed and voted on, the last one agreed would override the first one. However, as the two amendments were complimentary it was suggested that the meeting be adjourned with a view to agreeing a composite amendment. The meeting was therefore adjourned for 10 minutes.

140.11 Cllrs Appich and Gibson proposed the following composite amendment (changes in bold and italics):

- (i) That Committee notes the three priorities of the Carbon Neutral Fund as set out in the high level 22-23 and 23-24 work programme included in the July 2022 P&R Committee report, namely carbon reduction, biodiversity enhancement and climate change adaptation.
- (ii) That Committee notes the 9836.5 tonnes carbon dioxide equivalent (CO₂e) forecast GHG savings reported in Appendix 1 for the 23 carbon-reduction projects, plus one climate change adaptation project, in receipt of funding from the 2022-24 Carbon Neutral Fund.
- (iii) ***That the committee notes the amendment agreed at Budget Council regarding the Carbon Neutral Funding regarding Liveable neighbourhoods, including funding for the Tarner and Hanover LTN.***
- (iv) ***That the committee agrees in principle to £1m being used for the Hanover and Tarner Liveable Neighbourhood Scheme that has buy-in from residents, with a clear emphasis on planned road safety improvement measures on Elm Grove, Queens Park Road and Egremont Place, subject to a detailed report back to ETS and P&R committees in the summer to comply with council's financial procedures.***

140.12 Cllrs Allcock and Druitt formally seconded the amendment.

140.13 The lawyer advised that the previous two amendments were now withdrawn, and the Committee should vote on the new composite amendment.

140.14 The Committee voted on the composite amendment and it was agreed.

140.15 RESOLVED: That the Committee –

- (i) Noted the three priorities of the Carbon Neutral Fund as set out in the high level 22-23 and 23-24 work programme included in the July 2022 P&R Committee report, namely carbon reduction, biodiversity enhancement and climate change adaptation.
- (ii) Noted the 9836.5 tonnes carbon dioxide equivalent (CO₂e) forecast GHG savings reported in Appendix 1 for the 23 carbon-reduction projects, plus one climate change adaptation project, in receipt of funding from the 2022-24 Carbon Neutral Fund.
- (iii) Noted the amendment agreed at Budget Council regarding the Carbon Neutral Funding regarding Liveable neighbourhoods, including funding for the Tarner and Hanover LTN.
- (iv) Agreed in principle to £1m being used for the Hanover and Tarner Liveable Neighbourhood Scheme that has buy-in from residents, with a clear emphasis on planned road safety improvement measures on Elm Grove, Queens Park Road and Egremont Place, subject to a detailed report back to ETS and P&R committees in the summer to comply with council's financial procedures.

141 PROCUREMENT OF THE COUNCIL'S CORPORATE CATERING EQUIPMENT CONTRACT

141.1 This item was agreed without discussion.

141.2 **RESOLVED:** That the Committee –

- (i) Granted delegated authority to the Executive Director of Economy, Environment & Culture to procure and award a new contract for Planned Preventative Maintenance (PPM) and Reactive Maintenance for catering equipment with a term of 4 years and an option to extend the term up to a further 2 years.
- (ii) Agreed to authorise the Executive Director of Economy, Environment & Culture to grant a 2-year extension to the contract referred to in 2.1 above subject to the performance of the contractor.

142 END USER DEVICES**143 DIGITAL DATA AND TECHNOLOGY INVESTMENT**

143.1 The Committee considered the report of the Executive Director Governance People & Resources regarding the investment in Digital Data and Technology.

143.2 In response to a question, members were advised that all devices and parts were re-used where possible.

143.3 **RESOLVED:** That the Committee –

- (i) Noted the proposed essential investment of £16.640m identified in Appendix 2 over the period 2023/24 to 2026/27.
- (ii) Approved the investment of £6.170m for 2023/24 including increased capital resources of £2.670m.
- (iii) Noted reports will be presented to this committee in March each year to revise future year allocation requirements in line with other annual (rolling) capital programmes.
- (iv) Delegated authority to the Executive Director Governance, People & Resources to commence procurement activities, in consultation with PAB as appropriate, and award contracts for the supply of services in support of the DDaT Strategy and take other steps necessary to support the delivery of DDaT investments up to £16.640m including any future variation to the programme approved by the committee.
- (v) Approved the DDaT Strategy.

144 COST OF LIVING UPDATE

144.1 This item was agreed without discussion.

144.2 **RESOLVED:** That the Committee -

- (i) Noted the update on key areas of work across the city in response to the rising cost of living set out in Appendix 1.
- (ii) Noted the outcome of the council's lobbying of central government for increased measures to prevent homelessness caused by the cost of living crisis and an increase to the National Living Wage (Appendix 2).
- (iii) Noted the report in Appendix 3 from the Institute for Employment Studies, analysing the impact of areas and groups most at risk from the rising cost of living in the Brighton Greater Area.
- (iv) Noted the outcomes of the Cost of Living Summit, a summary of which can be found in Appendix 4.
- (v) Noted the information leaflet sent to all households in the city in November, detailing the additional support available this winter through the government's Household Support Fund, plus b information on how to access help and support with energy, money advice, food and health and wellbeing support, which can be found in Appendix 5.
- (vi) Approved the proposed indicative allocation of the Household Support Fund for 2023/24 as set out at 4.13 noting the associated Equality Impact Assessment at Appendix 6.
- (vii) Delegated adjustments to allocations to the Chief Finance Officer, within the bounds of the council's rules for virement, where there is evidence of changing need throughout the 12-month period, to ensure that all of the fund is utilised.
- (viii) Approved the proposed distribution of any excess funding emanating from the government's new Council Tax Support scheme, after the £25 discount to each household eligible for Council Tax Reduction has been administered, as set out in paragraph 4.20 of the report.

145 PAY POLICY STATEMENT 2023/24

145.1 This item was agreed without discussion.

145.2 **RESOLVED:** That the Committee recommends to Council the adoption of the pay policy statement for 2023/24 attached at Appendix 1.

146 FUTURE WAYS OF WORKING

146.1 The Committee considered the report of the Executive Director Governance People & Resources regarding the Future Ways of Working Programme.

146.2 Members asked how customer feedback was obtained and were advised it was through customer surveys (32,000 completed last year), and monitoring of complaints and enquiries through the Councillor case management system. The customer surveys could be completed on paper or online.

146.3 Members asked for more information on the flex operators who will lease and manage floors 3 and 4 in Bartholomew House. Officers advised the managing agents for the Council's urban portfolio were marketing this and had arranged two open days. There had been a lot of interest, including locally. It was confirmed that flex operators would be working alongside third sector organisations and the social value they could provide would be part of the process. As this was commercially sensitive it wasn't possible to give more information at this stage.

146.4 The Chair noted that there was an amendment from the Labour Group.

146.5 Cllr Appich proposed the following amendment (changes in bold and italics):

That the Policy & Resources Committee:

- (i) Note the progress that has been made by the Future Ways of Working Programme.
- (ii) Note the continued work to optimise the use of the council's office space and the 'Operational Accommodation Strategy' (see Appendix 2).
- (iii) ***Requests additional work be undertaken before this committee Approves the refreshed Customer Experience Strategy, including resident focus groups, an improved customer promise with measurable metrics, and learnings from other local authorities*** (see Appendix 3).

146.6 Cllr Allcock formally seconded the amendment.

146.7 The Committee voted on the amendment, and it was agreed.

146.8 **RESOLVED:** That the Committee

- (i) Noted the progress that has been made by the Future Ways of Working Programme.
- (ii) Noted the continued work to optimise the use of the council's office space and the 'Operational Accommodation Strategy' (see Appendix 2).
- (iii) Requested additional work be undertaken before this committee Approves the refreshed Customer Experience Strategy, including resident focus groups, an improved customer promise with measurable metrics, and learnings from other local authorities (see Appendix 3).

147 PERFORMANCE UPDATE REPORT ON REQUESTED KPIS

147.1 The Committee considered the report of the Executive Director Governance People & Resources which provided an updated report in relation to Corporate Key Performance Indicators (KPIs) that this committee requested at December 2022.

147.2 Members noted that the Missed Refuse Collection was showing as red, and asked how that could be improved. Officers said that there was still work to do, but one innovation was new technology which allowed live information to be sent to crews about refuse which needed to be collected. A report on service improvement would be coming to a future meeting of the Environment Transport and Sustainability Committee.

147.3 RESOLVED: That the Committee noted the progress made in relation to the requested Corporate KPIs, particularly the corrective measures included in Appendix 1.

148 PRINCES PLACE PUBLIC TOILETS

148.1 The Committee considered the report of the Executive Director Economy Environment & Culture regarding the Princes Place public toilets.

148.2 Cllr Evans proposed the following amendment from the Labour Group, with the changes shown in bold:

2.1 That Committee agrees that the land is leased to the Royal Pavilion and Museums Trust.

*2.2 That Committee delegates authority to the Executive Director for Economy Environment and Culture to agree the terms of the lease including any financial contribution to rebuilding the toilet block, **following consultation with group leaders.***

148.3 The Committee voted on the amendment, and it was agreed.

148.4 **RESOLVED:** That the Committee

- (i) Agreed that the land is leased to the Royal Pavilion and Museums Trust.
- (ii) Delegated authority to the Executive Director for Economy Environment and Culture to agree the terms of the lease including any financial contribution to rebuilding the toilet block, following consultation with group leaders.

149 HOLLINGDEAN DEPOT OFFICE ACCOMMODATION PROJECT

149.1 This item was agreed without discussion.

149.2 **RESOLVED:** That the Committee –

- (i) Agreed to the removal of the old operations building and associated structures and replace with a new two-story office block to accommodate the teams at the Hollingdean Depot, currently in portacabins.

- (ii) Agreed to transfer the £1.000m capital budget previously allocated for the Hollingdean Depot Site Surface works to fund the additional costs for the works in recommendation 2.1 and for this sum be incorporated into the Council's Capital Investment Programme for 2023/24.
- (iii) Granted delegated authority to the Executive Director Economy, Environment & Culture to take all steps necessary to progress with the Hollingdean Depot Accommodation Project.

150 HOMES FOR BRIGHTON & HOVE – EXTERNAL COMMUNAL AREA MANAGEMENT AT COLDEAN LANE, BRIGHTON.

150.1 This item was agreed without discussion.

150.2 **RESOLVED:** That the Committee delegated authority to the Executive Director of Housing, Neighbourhoods and Communities to enter into a 250 year head lease of the HBH site at Denman Place, Coldean Lane, Brighton.

151 REVENUES AND BENEFITS ELECTRONIC DOCUMENT MANAGEMENT SYSTEM REPLACEMENT

151.1 This item was agreed without discussion.

151.2 **RESOLVED:** That the Committee –

- (i) Noted that the extension of the current contract for the existing EDM and Workflow contract runs for a maximum of 2 years ending October 2024.
- (ii) Approved a capital scheme of £0.800m funded from unsupported borrowing for the design and implementation of a replacement EDM and workflow system.
- (iii) Grants delegated authority to the Executive Director Governance, People & Resources to take all steps necessary to procure and award a contract for a new revenues and benefits Electronic Document Management / Workflow IT system for the Welfare, Revenues & Business Support Service for an initial term of 4 Years.
- (iv) Grants delegated authority to the Executive Director Governance, People & Resources to extend the contract referred to in paragraph 2.3 for the replacement system for a period of up to 2 years, subject to satisfactory performance.

152 WAVE BANK (FORMERLY EAST SUSSEX CREDIT UNION) LOAN EXTENSION

152.1 This item was agreed without discussion.

152.2 **RESOLVED:** That the Committee agreed to extend the loan agreement to Wave Community Bank for a period of a further 10 years to March 2036.

153 ANTI-RACISM STRATEGY 2023-2028

153.1 The Committee considered the report of the Executive Director Housing Neighbourhoods & Communities regarding the Anti- Racism Strategy for 2023-2028.

153.2 Dr Sasidharan welcomed the strategy and thanked officers, particularly the Director Human Resources & Organisational Development, for their work on this area.

153.3 **RESOLVED:** That the Committee approved the Anti-Racism Strategy as set out in appendix 1 to the report.

154 UKRAINIAN REFUGEE PROGRAMME GRANTS SCHEME 2023-2024

154.1 This item was agreed without discussion.

154.2 **RESOLVED:** That the Committee

- (i) Approved the Ukrainian Refugee Programme grant scheme proposed in section 4;
- (ii) Approved delegated authority to the Executive Director of Housing, Neighbourhoods, Communities to authorise the grant awards.

155 BRIGHTON YOUTH CENTRE

155.1 The Committee considered the report of the Executive Director Children Families & Learning regarding the Brighton Youth Centre (BYC).

155.2 Members asked what the terms of the grant of £4.3m from the Department for Culture, Media, and Sport's (DCMS) were, and were advised that with the conditions they were strict about the provision of youth services, building conditions and sustainability. The DCMS had been working with BYC for a number of months and were happy with the financial plans.

155.3 In response to question from members it was confirmed that the Brighton Youth Centre would remain as the Central Youth Hub.

155.4 Members asked what the accommodation needs of other youth providers and if that had been assessed, and were advised that officers had met with all the commissioned youth providers and there was overwhelming support for the majority of funding to go to the BYC.

155.5 Members asked why the partnership with OnSide was no longer an option, and were advised that they had a particular blueprint and the Council were not able to be flexible with the proposals for BYC.

155.6 Members noted that the appendix listed on the report had not been included in the papers. It was agreed that it would be circulated after the meeting.

155.7 The Chair noted that there was an amendment from the Labour Group.

155.8 Cllr Appich proposed the following amendment (changes in bold and italics):

- 2.1 That the Committee agrees that the Council should provide a £2.3m grant to Brighton Youth Centre to allow them to refurbish the youth centre, providing the chartered surveyor valuation conducted by BHCC matches that of BYC, also known as red book valuation.
- 2.2 That, subject to the caveat outlined in 2.1, the committee grants delegated authority to the Executive Director Families, Children & Learning to negotiate the legal documents ***including assurances that safeguards the Council's investment*** and notes that a further report outlining the agreed documents will be brought to a future committee for oversight.
- 2.3 ***That the Executive Director Families, Children & Learning explores viable contractual options between the Council and Brighton Youth Centre that assures delivery of the highest standard of service for Young People and youth organisations across the city and includes a proposal on an agreement that could be put in place as a condition of the grant, such as strengthening governance arrangements and quality monitoring of provision, as well as improving support to other youth organisations in the city.***

155.9 Cllr Evans formally seconded the amendment.

155.10 The Committee voted on the amendment and it was agreed.

155.11 **RESOLVED:** That the Committee agreed -

- (i) That the Council should provide a £2.3m grant to Brighton Youth Centre to allow them to refurbish the youth centre, providing the chartered surveyor valuation conducted by BHCC matches that of BYC, also known as red book valuation.
- (ii) That, subject to the caveat outlined in 2.1, the committee grants delegated authority to the Executive Director Families, Children & Learning to negotiate the legal documents including assurances that safeguards the Council's investment and notes that a further report outlining the agreed documents will be brought to a future committee for oversight.
- (iii) That the Executive Director Families, Children & Learning explores viable contractual options between the Council and Brighton Youth Centre that assures delivery of the highest standard of service for Young People and youth organisations across the city and includes a proposal on an agreement that could be put in place as a condition of the grant, such as strengthening governance arrangements and quality monitoring of provision, as well as improving support to other youth organisations in the city.

156 ITEMS REFERRED FOR COUNCIL

156.1 No items were referred to the 30 March 2023 Council meeting.

157 EQUAL PAY SETTLEMENT PROPOSAL - BANK HOLIDAY PAY

157.1 The Committee considered the report of the Executive Director Governance People & Resources.

157.2 **RESOLVED:** Recommendations agreed as set out in the report.

158 PART TWO PROCEEDINGS

158.1 **RESOLVED:** The Committee agreed that the item listed in Part Two of the agenda and decisions thereon should remain exempt from disclosure to the press and public.

The meeting concluded at 8.45pm

Signed

Chair

Dated this

day of

Brighton & Hove City Council

Strategy, Finance & City Regeneration Committee

Agenda Item 9

Subject: Constitutional Matters

Date of meeting: 22 June 2023

Report of: Executive Director, Strategy, Governance & People

Contact Officer: Name: Shaun Hughes
Email: shaun.hughes@brighton-hove.gov.uk

Ward(s) affected: All

For general release

1. Purpose of the report and policy context

- 1.1 To provide information on the committee's terms of reference and related matters including the appointment of its Urgency Sub-Committee.

2. Recommendations

- 2.1 That the Committee's terms of reference, as set out in Appendix A to this report, be noted;
- 2.2 That the Committee approves the establishment of an Urgency Sub-Committee consisting of the Chair of the Committee and two other Members (nominated in accordance with the scheme for the allocation of seats for committees) to exercise its powers in relation to matters of urgency on which it is necessary to make a decision before the next ordinary meeting of the Committee;
- 2.3 That a Personnel Appeals Sub-Committee of Strategy, Finance & City Regeneration Committee be established to deal with dismissal and grievance matters in accordance with the Council's constitution and HR Procedures.

3. Context and background information

- 3.1 Article 6 of the constitution incorporates a schedule of all the Committees/Sub-committees established in the new constitution together with a summary of their respective functions.

Strategy, Finance & City Regeneration Committee – Terms of Reference

- 3.2 A copy of the terms of reference for the committee is attached in Appendix A. These should be read in the context of the 'Introduction and General Delegations' included in the Scheme of Delegations to Committees and Sub-Committees at part 4 of the constitution.

Membership

- 3.3 The membership of the committee is set at 10 Members of the council.
- 3.4 The arrangements for substitute Members to attend meetings of Committees/Sub-Committees, are set out in the Council Procedure Rules 18.14 to 18.25.

Programme Meetings

- 3.5 Ordinary meetings of the Strategy, Finance & City Regeneration Committee are scheduled to take place on the following dates during 2023/24:

22 June 2023
13 July 2023
05 October 2023
07 December 2023
25 January 2024
08 February 2024
14 March 2024

- 3.6 Meetings of the Committee will normally be held at Hove Town Hall and will start at 4.00 p.m.

Urgency Sub-Committee

- 3.7 The Constitution states that each Committee of the Council except the Audit & Standards Committee may appoint an Urgency Sub-Committee to exercise its powers. The membership of such Urgency Sub-Committee shall consist of the Chair of the Committee, and two other Members nominated by the Group Leader or Leaders as appropriate to meet the requirements for the allocation of seats between political groups. Under current allocations this would mean an urgency sub-committee will consist of two Members from the Administration and one Member from the Official Opposition on the Council.
- 3.8 Such Urgency Sub-Committees may exercise their powers in relation to matters of urgency on which it is necessary to make a decision before the next ordinary meeting of the Committee. Every decision of each Urgency Sub-Committee shall be reported for information to the next ordinary meeting of the Committee as appropriate.

4. Analysis and consideration of alternative options

- 4.1 The council's constitution provides for the appointment of the sub-committees and urgency sub-committees, and it is for the Committee to determine this action and it could decide not to make such appointments.

However, this would be contrary to the wishes of the council and is not therefore regarded as a viable alternative option.

5. Community engagement and consultation

- 5.1 All Members considered and approved the allocation of seats to Committees and Sub Committees and the Terms of Reference of new Committees on 25 May 2023.

6. Conclusion

- 6.1 The recommendations are being put forward in line with the requirements of the constitution.

7. Financial implications

- 7.1 There are no direct financial implications arising from the recommendations of this report. The financial implications of matters considered by the Urgency Sub-Committee will be included in reports to the Sub-Committee

Name of finance officer consulted: Jeff Coates. Date consulted: 06/06/2023

8. Legal implications

- 8.1 The Council's constitution complies with the legal framework set out in the Localism Act 2011, the Local Government Act 2000 and other relevant legislation.

Name of lawyer consulted: Elizabeth Culbert Date consulted 120623

9. Equalities implications

- 9.1 There are no equalities implications arising from the report.

10. Sustainability implications

- 10.1 There are no sustainability implications arising from the report.

Supporting Documentation

1. Appendices

1. Strategy, Finance & City Regeneration Committee Terms of Reference

STRATEGY, FINANCE & CITY REGENERATION COMMITTEE

Explanatory Note

This Committee has overall responsibility for the financial and other resources of the Council, for developing the Council's strategy and policy based on national government and local priorities, and for the development of partnership working. It also has responsibility for many of the services delivered to residents and customers. Its specific functions are set out in the following paragraphs. It furthermore has responsibility for considering all proposals with corporate budgetary or policy implications referred to it by a service Committee.

Delegated Functions

To exercise the functions of the Council as follows:

1. Policy and Strategy

To formulate, co-ordinate and implement corporate policies and strategies and make decisions relating to such matters to the extent that they are not reserved to Full Council.

2. Finance and Other Resources

- (a) To establish the framework for the allocation, control and management of the Council's resources including finance, assets, IT, land and other property;
- (b) To formulate budget proposals for adoption by the Council;
- (c) To calculate of the Council Tax Base;
- (d) To make decisions or grant authorisations on expenditure in accordance with the requirements of financial standing orders;
- (e) To deal with all financial services, including risk management, insurance and external and internal audit arrangements;
- (f) To oversee the Council's information governance arrangements.
(note: this power is given concurrently to the Audit and Standards Committee).

3. Major Built Environment Projects

- (a) To oversee the progress of major projects **(including major building, infrastructure or other projects involving the erection or significant alteration of major permanent structures or landmarks)** undertaken by the Council.
- (b) To review major projects and any project Boards having regard to capacity to deliver, corporate priorities and resources.

4. Partnerships

- (a) To set up, develop and review partnerships, including, but not limited to, the Local Strategic Partnership;

- (b) To co-ordinate, develop, adopt and review the Sustainable Community Strategy and make recommendations to Full Council.

5. Adult Learning and Employment

- (a) To discharge the Council's functions under the arrangements with the Education and Skills Funding Agency and Education Funding Agency for the provision of adult education; and
- (b) To discharge the Council's functions regarding the employment of physically disabled persons and youths, providing that the functions regarding youth employment shall be limited to the management of the existing establishment in Hove.

6. Neighbourhood Renewal

To discharge the Council's functions in respect of neighbourhood renewal, which include:

- (a) developing and implementing the neighbourhood renewal strategy for Brighton & Hove in order to narrow the gap between the most deprived neighbourhoods and the rest of Brighton & Hove, under the themes set by national Government of housing, health, liveability, crime, education and employment; and
- (b) acting as the accountable body for the Neighbourhood Renewal Fund on behalf of the Local Strategic Partnership.

7. Grants

To deal with grants to community organisations and non-profit making bodies in the area of the Council providing that this shall not include grants in respect of educational charities which are the responsibility of the Children, Young People & Skills Committee.

8. Management of Establishments

To deal with all matters concerning establishments as are more particularly set out under the Scheme of Delegation to Officers.

9. Catering Services in Council Establishments

To deal with all matters in connection with the provision of catering services in Council establishments used primarily by Council employees.

10. Best Value

To establish the framework for the achievement of best value by the Council.

11. Human Resources

To establish the framework for Human Resources policies and procedures and discharge the Council's functions as an employer where this is exercisable by a Committee.

12. Dismissal of certain statutory officers

To discharge the function of a statutory panel in relation to the dismissal of the Chief Executive, the Monitoring Officer or the Chief Finance Officer and to make arrangements for this function to be discharged through the Personnel Appeals Panel.

13. Property Management

- (a) To manage land held for the purposes of the functions of the Committee, corporately held property and land declared surplus to the requirements of a Committee or the service area of a Director by the relevant Committee or Director.
- (b) To authorise the acquisition or disposal of any land held by the Council providing that any proposal for the transfer of housing land which requires the consent of the Secretary of State shall be referred to Full Council with recommendations.

14. Appointment to outside bodies

To appoint representatives to outside bodies between Annual Council meetings where the timing is such that it will be more expedient for the appointment to be made by the Strategy, Finance & City Regeneration Committee rather than Full Council.

15. Public Safety – Civil Contingencies

To exercise the Council's functions in relation to emergency planning and business continuity, including the Council's functions under the Civil Contingencies Act 2004.

16. Communities

To co-ordinate and lead on the Council's functions in connection with community engagement and voluntary organisations.

17. Equalities

To co-ordinate and lead on the Council's functions in relation to Equalities and Inclusion.

Note: the Tourism, Equalities, Communities & Culture Committee has concurrent delegated powers for Equalities and Inclusion.

18. Constitution

- (a) To receive reports on and monitor the operation of the Constitution;
- (b) To make recommendations to the Council with a view to improving the effectiveness, accountability and transparency of the decision-making process.

19. Members' Allowances

To consider the recommendations of the Independent Remuneration Panel and advise the Council as appropriate.

20. Member budgets

- a) To develop the Council's approach to Member budgets within the framework set by the Strategy, Finance & City Regeneration Committee.
- b) To oversee all aspects of the delivery of the Member budget process.

21 Customer Services, including Digital First (and Digital Brighton & Hove)

To monitor and review the Council's delivery of its customer services across all areas including its Digital First transformation programme as well as digital inclusion.

22. General Powers

- (a) To discharge all other functions of the Council not specifically delegated to another Committee or reserved to Full Council under the law, this Scheme of Delegation to Committees and Sub-Committees, Council Standing Orders or Council Procedure Rules;
- (b) To deal with matters referred to the Committee by other Committees or Sub-Committees as having corporate budgetary or policy implications.

23. Sub-Committees, Task Groups, Member Panels and Consultation Forums

To be responsible for the setting up, review and abolition of Joint Committees, Sub-Committees, permanent member Working Groups, permanent Member panels, consultation forums and commissions.

24. Miscellaneous Service Functions

To exercise the Council's functions in relation to the following services/functions:

- (a) Electoral and ceremonial matters relevant to the Council;

- (b) Matters concerning East Sussex Fire & Rescue Service;
- (c) Legal Services;
- (d) Complaints Services;
- (e) Performance management
- (f) Corporate Procurement;
- (g) Health and safety at work (in so far as it relates to the Council as an employer);
- (h) Revenues and Benefits, including Housing Benefit and Council Tax Reduction, the administration, collection and enforcement of Council Tax and Non-Domestic Rates;
- (i) Registration of births, deaths, marriages, partnerships and associated functions;
- (j) Local Land Charges;
- (k) Corporate Information and Communication Technology Services;
- (l) Corporate communications
- (m) Democratic Services.

PERSONNEL APPEALS PANEL

Explanatory Note

This Panel has the status of a Sub-Committee of Strategy, Finance & City Regeneration Committee and will deal with appeals against dismissals, grading and other grievances in accordance with agreed personnel procedures. It will also discharge the function of considering dismissals of the Chief Executive, the Monitoring Officer and the Chief Finance Officer.

Delegated Functions

1. To exercise the function of the Council in relation to determining appeals against dismissals, grading and other personnel related grievances in accordance with corporate policies and procedures.
2. To exercise the function of considering the dismissal of the Chief Executive, the Monitoring Officer or the Chief Finance Officer and making a recommendation of dismissal to Full Council. Where the Personnel Appeals Panel performs this function, two independent persons shall be invited to join the Personnel Appeals Panel.

[NOTE: a pool of trained Members will be maintained for this Sub-Committee and members of the pool will be called on in the first instance to form an appeals panel. However, any Member will be able to sit on the Personnel Appeals Panel and substitute for any designated member of the Sub-Committee.]

Brighton & Hove City Council

Strategy, Finance & City Regeneration Committee

Agenda Item 10

Subject: Update on the Work of the Corporate Parenting Board

Date of Meeting: 22 June 2023

Contact Officer: Name: Emma Thomson

E-mail: emma.thomson@brighton-hove.gov.uk

Wards Affected: All Wards

FOR GENERAL RELEASE

Action Required of Strategy, Finance & City Regeneration Committee:

To receive the recommendations of the CYPS Committee for consideration.

RECOMMENDATIONS:

That the Strategy, Finance & City Regeneration Committee:

1. Approve the new Terms of Reference for the Corporate Parenting Board in line with the requirements in the Council's Constitution.

Brighton & Hove City Council

EXTRACT FROM CYPS COMMITTEE

Brighton & Hove City Council

Children, Young People & Skills Committee

4.00pm 9 January 2023

Council Chamber, Hove Town Hall

Minutes

Present: Councillor Allbrooke (Chair), O'Quinn (Opposition Spokesperson), Brown (Group Spokesperson), Hamilton, Lloyd, McNair, Meadows and Nield

Co-optees: Mr A Muirhead and Ms B Robinson

40 UPDATE ON THE WORK OF THE CORPORATE PARENTING BOARD

- 40.1 The Assistant Director – Children's Safeguarding & Care introduced the report which provided an overview of the work of the Corporate Parenting Board.
- 40.2 Cllr Brown questioned if there had been any noticeable changes to the figures in the Q4 2021/22 dashboard.
- 40.3 Ms Robinson queried if data was collected for children with SEND and EHCPs.
- 40.4 **RESOLVED:** That the Committee –
 - i. Noted the work of the Corporate Parenting Board and the responsibilities of the Council as Corporate Parents.
 - ii. Approved the new Terms of Reference.

Brighton & Hove City Council

Children, Young People & Skills Committee

Agenda Item 40

Subject: Update on the work of the Corporate Parenting Board

Date of meeting: 9th January

Report of: Executive Director Families, Children & Learning

Contact Officer: Name: Anna Gianfrancesco
Tel: 07795 336399
Email: anna.gianfrancesco@brighton-hove.gov.uk

Ward(s) affected: All

For general release

1. Purpose of the report and policy context

- 1.1 To provide Committee with an overview of the work of the Corporate Parenting Board.
- 1.2 For Committee to review and approve the new Terms of Reference for Corporate Parenting Board.

2. Recommendations for CYPS

- 2.1 That Committee notes the work of the Corporate Parenting Board and the responsibilities of the council as Corporate Parents.
- 2.2 That Committee approves the new Terms of Reference (Appendix 5)

Recommendations for P&R

- 2.3 CYPS Committee has agree the new ToR (appendix 5) for Corporate Parenting Board in principle, and is recommending to P&R that it formally approve them, in line with the requirements in the Council's Constitution.

3. Context and background information

- 3.1 The Children and Social Work Act 2017 sets out that when a child or young person comes into the care of the council or is under 25 and was previously in care for at least 14 weeks after their 14th birthday, the council becomes their corporate parent.
- 3.2 This means that the council should:

- act in their best interest and promote their physical and mental health and wellbeing.
 - encourage them to express their views, wishes and feelings and take these into account, while promoting high aspirations and trying to secure the best outcomes for them
 - make sure they have access to services
 - make sure they are safe, with stable home lives, relationships and education or work
 - prepare them for adulthood and independent living.
- 3.3 Every councillor and officer with the council has a responsibility to act for children in care and those previously in care as a parent would for their own child.
- 3.4 The Corporate Parenting Board is the forum that provides strategic oversight and leadership in championing the needs of children in care and those previously in care. It does this through working with elected members, council officers, partner agencies and children and young people.
- 3.5 The Corporate Parenting Board provides governance and oversight to the work undertaken across the council, ensuring a corporate parenting approach is undertaken by all council departments and agencies, and that all services support children that are or have been in our care. This enables children in care and previously in care to benefit from the widest possible resources to support them in their lives.
- 3.6 The Corporate Parenting Board meets 4 times a year and is co-chaired by the Deputy Chair of the CYPs Committee and a member of the Care Leavers Forum. It has a responsibility to ensure that the council's Corporate Parenting Strategy is delivered. (Appendix 1 - Corporate Parenting Strategy 2020-23).
- 3.7 Children and young people we care for have written 10 promises they want the council, as their corporate parent, to deliver on (see Appendix 2). These are regularly reviewed to ensure children and young people can tell us what is important to them. This work is coordinated through our Children in Care Council.
- 3.8 Our Local Offer (Appendix 3) sets out the support and services our care experienced young people aged 16 can access. The Local Offer sets out the council's commitment to care leavers, supporting them to
- develop healthy and safe relationships
 - maintain physical and emotional health and well-being
 - have access to education, training, and employment opportunities
 - have financial support and security
 - have access to high quality supported accommodation
 - prepare for independent living and support into their own tenancy.

- 3.9 The Corporate Parenting Board, together with all council committees, has a responsibility to consider how the council is delivering on the 10 promises and Local Offer, and how the work of the council impacts upon children in care and care experienced young people
- 3.10 Over the past 12 months, there has been considerable work with the Care Leavers Forum to develop the functioning of the Corporate Parenting Board to ensure the voice of children and young people is at the centre of how it operates. As stated above, a care experienced young person now co-chairs the Board with the deputy chair of the CYPS Committee.
- 3.11 The agenda for the Board is co-created with our Care Leavers Forum, with young people presenting on the theme selected for each Board meeting. They are supported in this by a participation worker. Officers then respond to the issues raised by the young people and to councillor questions and challenges. This enables scrutiny by both our care experienced young people and elected members.
- 3.12 Themes discussed at the Corporate Parenting Board in the past 12 months have included the housing needs of care leavers; physical and mental health needs: the Local Offer to care experienced young people.
- 3.13 Young people have raised several requests following these discussions at Board and this has led to:
- a restructuring of Corporate Parenting Board meetings to enable more input from care experienced young people, including co-chairing arrangements
 - council tax exemption for care experienced young people up to the age of 25
 - Baby Box Project established with all care experienced parents receiving essential equipment for their baby and additional financial support.
 - Commitment for free Big Lemon bus travel available
 - DIY volunteer scheme for council employees to help care leavers when moving into their own accommodation
 - a new housing protocol for care experienced young people being developed between Housing and FCL
 - financial remuneration for being part of the Care leavers Forum and Corporate Parenting Board.
- 3.14 The Corporate Parenting Board is presented with regular data and metrics regarding children in care and those previously in care. The 2021/22 Corporate Parenting Dashboard (Appendix 4) outlines the key areas of performance.
- 3.15 It is important to celebrate the success of our children in care and care experienced young people. Our “Flying High” Children in Care Awards 2022 were held on 14 October 2002 to celebrate the successes and achievements of our children and young people in care and care leavers. The awards were held at the i360 and included performances by J1_Active

and Dred – both of whom are young people with experience of the care system.

3.16 It is encouraging that the council's Chief Executive and several Councillors attended the event.

3.17 A review of the Corporate Parenting Board took place on 28 November 2022. It was agreed that there would be particular focus on:

- Development of a training programme around corporate parenting for councillors and to support increased attendance of elected members at the Board
- Expanding the Board membership to include CVS representation and Health partners as standing members
- Cross council directorate attendance at the Board
- 3 Corporate Parenting Board meetings a year to be themed with the 4th to be an annual review and forward planning meeting
- An action log to be created to track actions from meetings
- Supporting councillors to develop a councillor profile that can be shared with children in care and care leavers.
- Terms of Reference to be updated to incorporate the above and the youth co-chair.

3.18 The Terms of Reference (Appendix 5) have been updated to incorporate the new model with a young person co-chair and the outcomes from the development day work.

4. Analysis and consideration of alternative options

4.1 This report sets out the purpose and responsibilities of a corporate parent, details the changes that have been made to the Corporate Parenting Board over the past 12 months and ensure the new terms of reference have the voice of children and young people at the center of what we do.

5. Community engagement and consultation

5.1 The Participation Team supports the Children in Care Council/ Care Leavers Forum to meet regularly with decision makers and Corporate Parenting Board members. It also supports young people to attend and present at meetings and take part in discussions with senior council officers and partner agencies. Both Forums supported to participate in local, regional and national developments.

6. Conclusion

6.1 Corporate parenting is the responsibility of every councillor and council officer. The purpose of the Corporate Parenting Board is to assure itself that the council is meeting its duties towards children in care for and care experienced young people.

- 6.2 Over the last year considerable work has taken place to develop the voice of children in care and previously in care within the Corporate Parenting Board. The challenge going forward is ensuring this voice is heard across all council committees and across all services areas within the council.
- 6.3 Children in care and those previously in care have a right to be fully supported to achieve their potential, recognising that they often start from a position of disadvantage. The underlying principle for a corporate parent is to question whether the services and support being offered to a child in care or previously in care would be good enough for their own child. Elected members and council officers have a duty to ensure this is always the case.

7. Financial implications

- 7.1 There are no financial implications.

Name of finance officer consulted: David Ellis Date consulted (29.11.22):

8. Legal implications

- 8.1 The council has statutory responsibilities to any child in the care of the council and to care leavers. The delivery of those duties is a key function of any councillor.
- 8.2 Any changes to the existing TOR of the CPB recommended by this Committee will need to be approved by the Policy and Resources Committee before the constitution of the CPB can be updated.

Name of lawyer consulted: Natasha Watson Date consulted: 21.12.22

9. Equalities implications

- 9.1 It is important to dispel the myths and challenge the stigma and discrimination faced by children and young people in care and care leavers. This is achieved by celebrating individuality, championing diversity and inclusion and helping children and young people understand where they come from.
- 9.2 The city council has made a pledge to become an anti-racist organisation. Within social work services there is a recognition that we must do better to support Black and Global Majority children and young people by tackling systemic inequality, championing diversity, and practicing empathy in our individual roles.
- 9.3 Our children with special educational needs and disabilities (SEND) need special consideration as have difficulties communicating their thoughts and feelings and can feel excluded.

10. Sustainability implications

- 10.1 Within our services and role as Corporate Parents we aim to address sustainability by
- sustainable procurement: to ensure that our suppliers share our commitment to reducing the impact of the products and services they provide
 - sustainable travel and transport - travel is kept to a minimum but where necessary active and sustainable travel is prioritized
 - supporting foster carers to consider their sustainability and supporting them in making their homes more sustainable.

11. Other Implications

Social Value and procurement implications

- 11.1 None identified

Crime & disorder implications:

- 11.2 None identified

Public health implications:

- 11.3 None identified

Supporting Documentation

1. Corporate Parenting Strategy 2020-2023
2. 10 Promises to Children in Care
3. "Reach for the Stars" Local Offer to Care leavers
4. Corporate Parenting Dashboard end of year 2021-22
5. Updated Corporate Parenting Board Terms of Reference

A photograph of three children of different ethnicities smiling and looking towards the right. The child on the left is a white boy with short blonde hair, wearing a white t-shirt and blue overalls. The child in the middle is a young girl wearing a pink and white patterned hijab and a grey long-sleeved shirt. The child on the right is a Black girl with short hair, wearing a blue polka-dot shirt. The background is blurred, showing what appears to be a playground or outdoor setting.

Brighton & Hove City Council

Corporate Parenting Strategy 2020 to 2023

Thank you to the children, young people,
carers and staff who have helped us put
this strategy together.

Foreword

Pinaki Ghoshal
Executive Director
Families, Children
& Learning



I and other senior officers across the council act as corporate parents to around 385 children and young people at any one time.

It's a responsibility that we take very seriously.

I'm proud to have the chance to have a positive impact on the lives of so many young people who may have previously experienced loss and trauma.

We must all make sure that the children we are caring for now – and who we have previously cared for – get the best experiences in life.

This means doing everything we can to help our children in care and care leavers have high aspirations and achieve their potential.

We are committed to:

- Delivering excellent parenting and stable placements
- Providing access to educational achievement
- Offering a wide range of opportunities to develop talents and skills
- Supporting your health and emotional wellbeing.

We want to 'reach for the stars' for our children and young people. We will listen to their wishes and feelings and work with them to achieve their goals and hopes.

Councillor John Allcock
Chair of the Children,
Young People
& Skills Committee



As corporate parents, we want to deliver the best possible outcomes for the children in our care.

We will work with partners such as our housing services, our schools and the local NHS to deliver the best possible services for our children in care.

I believe we have a solemn duty to be the best corporate parents we can be to everyone in our care, and we promise to act as responsible parents.

When providing a service for you we will always ask ourselves the following question: "Would this be good enough for my own child?"

This strategy outlines our vision, principles, achievements and key priorities for supporting the children and young people who are looked after by the council.



Foreword

A message from our Children in Care Council (CiCC)

Dear councillors and Corporate Parenting Board members,

These are some of the most important things we think a parent should be:

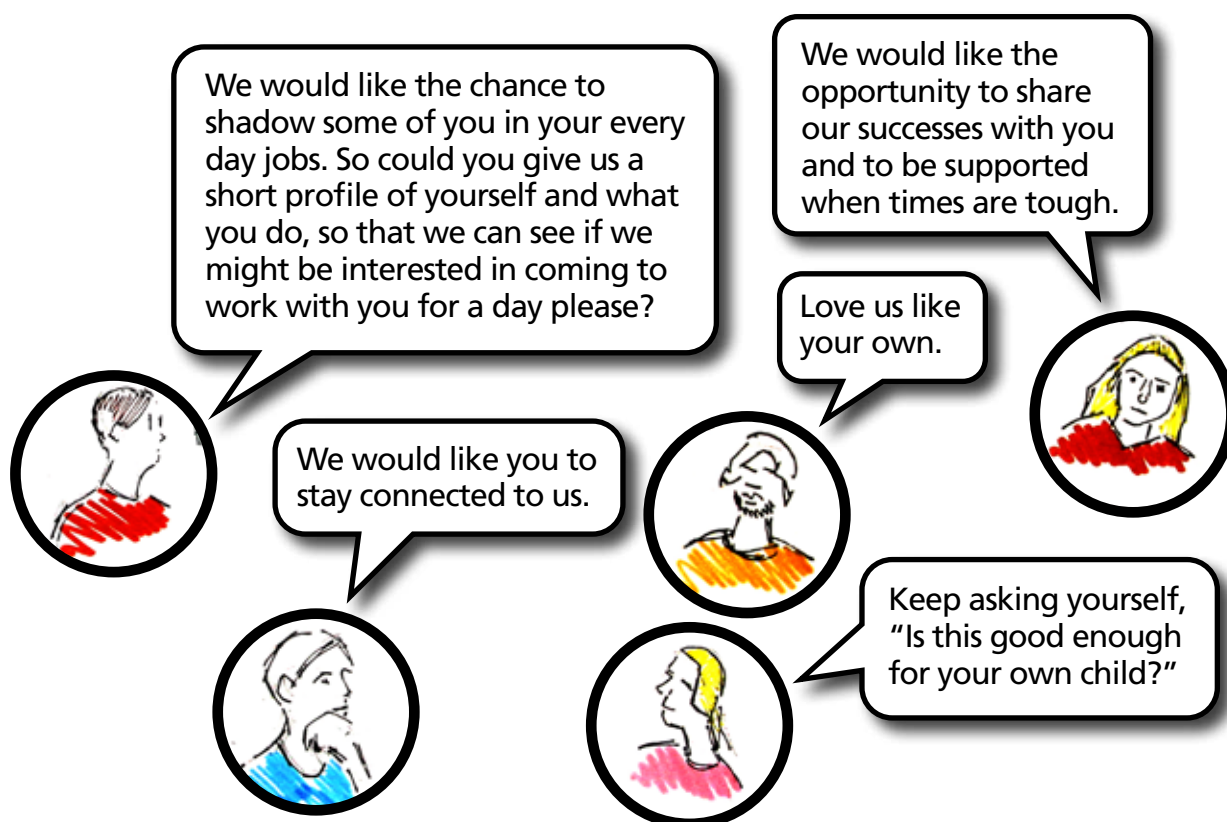
- responsible
- protective
- loving and kind
- honest
- patient

These are qualities we expect from you:

- We would like you to stay connected to us – to take an interest in us and to get to know us.
- We would like the opportunity to share our successes with you and be supported when times are tough.



The following are messages from members of the CiCC to their corporate parents:



Our vision

Our vision is to be the very best corporate parents we can be for our children and young people in our care.



The key message we hear from our children in care is: "Love us like your family. Love us like your own."

As professionals we may sometimes feel uncomfortable responding to this wish. But we are committed to honouring it.



Our vision is to be loving, accepting, caring, honest, reliable, consistent and concerned on a human level with the children and young people we look after.

We will show these qualities in our day to day relationship-based practice, and always work within safe professional boundaries.

We will work tirelessly to ensure that our children and young people feel safe and secure, and have stability in their lives.

We will help them achieve their full potential by supporting them in fulfilling their ambitions and aspirations.

As of January 2020 we are corporate parents to:

- 343 children in care
- 42 unaccompanied asylum-seeking children
- 163 care leavers

Highlights of what we have done in the last three years.

1 Your Choice Your Voice: Young Ambassadors



Young Ambassadors are young people who have had experience of having social work support. They are trained and supported to work with council teams to help them recruit and train staff.

Young Ambassador training is available to all young people aged 13-25 who have experience of being in care. The young people are paid for their time and can gain qualifications through an accreditation scheme.

2 The Children in Care and Care Leavers Awards



This is an annual celebration recognising the personal achievements of children and young people who are in care or have been in care in Brighton & Hove.

It is designed to recognise how award winners have made a difference to their own or someone else's life.

The theme for the 2019 event was 'Reach for the Stars'. This was to show that there is no limit to how high people can aim or how far their success can soar.

3 'Me, Myself & Us'

This project used creative writing and hip-hop to engage children and young people in poetry, graphic stories, storytelling and song writing.

It enabled them to feel the power of creativity and develop their literacy and enthusiasm for writing and performing.

The children and young people investigated their identities both as individuals and as a group – hence the title '**Me, Myself & Us**'.



4 Higher Education Student Mentors

These are care leavers who have graduated from university or who are still at university.

They can offer advice and information about:

- the process of applying for university
- the different educational paths young people can take to get to university, and
- the financial support available to care leavers when they go to university.



6 Providing a home where you feel safe and secure



Watch our film here
www.fosteringinbrightonandhove.org.uk

- We will provide a home where you feel safe and secure.
- We will make sure that your carer is trained and supported to care for you.

5 The Brighton & Hove Contact Service



This provides a safe supervised setting for children to spend time with the parent they do not live with.

Our focus is on safeguarding and supporting children and their parents to spend quality time together in a way that promotes positive experiences of the parent-child relationship.

Our vision is to:

- keep families connected
- help them to enjoy spending time together, and
- build better relationships for the future.

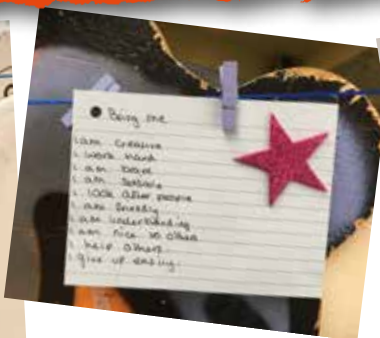
7 Beyond, the Care Leavers' Trust



We have supported local councillors to develop Beyond, the Care Leavers' Trust. This was launched in April 2019 to support young people when they leave care and increase the opportunities available to them.

It brings together charitable donations from a range of individuals and businesses. All young people leaving care will be able to apply to the fund. Any money awarded will be in addition to the money and grants that already exist for care leavers.

Reach for the Stars: Our ten promises for children in care



This document was created by the Children in Care Council and by children and young people attending the 'Reach for the Stars' consultation event in October 2019.

They worked with staff from our families, children and learning team to agree ten promises saying how our staff will work with our children in care.

The promises are that we will:

Always involve you in decisions made about you.

Provide a home where you feel safe and secure and support you if you return to your family or move to another home.

Help you to keep in regular contact with family and friends if it is in your best interest and is what you want to do.

Make sure that your carers are trained and supported to care for you.

Support you to get the most from your education and to help you to achieve the best you can.

Support and engage you to take up and develop your own interests, hobbies and activities.

Help you to achieve your aspirations and dreams.

Respect you and help you develop a strong sense of personal identity and maintain your cultural and religious beliefs.

Help you to have the same social worker for a long time.

Support you to be as physically and emotionally healthy as you can be.

Reach for the Stars: Our Local Offer for care leavers

We have taken advice from some of our care leavers in order to develop a package of support and services for young people leaving care in Brighton & Hove. This is called our Local Offer.

Through our Local Offer we are committed to working with young people to help them:

- develop healthy and safe relationships
- promote physical and emotional health and well-being
- access education, training and employment opportunities
- have financial support and security
- have access to high quality supported accommodation
- prepare for independent living and supported into their own tenancy.

We will continue to consult with young people in care and care leavers so that we can provide the service you need and will need in future.



If you are working while living in supported accommodation we will provide additional money up to £33 a week to offset some of the rental costs.

We'll pay for interview clothes or special clothes you need for work. We will pay your transport costs to attend interviews for employment.

As a Brighton & Hove care leaver you are guaranteed a job interview for any apprenticeships within the council. We will also discuss with you any relevant work experience you may be able to undertake within the council. We will work with colleagues in other teams to arrange this.

Sug

We will have a 'Bring a care leaver to work' day twice a year. These will give you a chance to see and experience what working at Brighton & Hove City Council is like.

Your is you to these v. While your RA safe an



Financial support

We will provide financial support and advice to help you prepare for your transition to adulthood and independence.

Your personal adviser will help you develop your budgeting skills. Where necessary, they will also refer you to money advice services.

We have close links with the local Department for Work and Pensions (DWP). If you need help claiming the benefits you are entitled to, we will help you.

While you are waiting for your benefits to come through we will pay £59 a week. If your service has not arrived after this, through no fault of your own, we will give you food vouchers. We do not ask you to repay this money when you get your Backdated Claim.

We can refer you to Kitchen Kick Start. This is a programme for care leavers run by the voluntary organisation Food Matters.

Their workshops help you develop happy healthy eating habits for long-term independent living and learn cooking skills.

When you are ready to live independently, you are entitled to a 'Setting Up' allowance of up to £2,170. This is to help you set up home and live independently.

You'll need to agree what you need with your RA well before you move, and find out the cost of each item so these can be approved.

The allowance is also available to young people with disabilities who are not able or ready to live independently.

We will pay for:

- any documents you will need including replacement birth certificate, passport and provisional and full driving licences
- removal costs
- a TV licence
- home contents insurance policy for the first year in your own accommodation

If you are a care leaver living on your own in Brighton & Hove (or out of the area) you don't pay council tax until you're 25 years old. If you live with one other adult you will receive a 25% discount. If you live with more than one other adult the council tax bill will not be reduced.



emotionally ready to live on your own.

Our Plan for the next three years

We have made considerable progress in the last three years. But we are committed to building on this and continuing to ask the question: "Is this good enough for my child?"

We have listened to children and young people and have produced four key strategic objectives that will improve the support we provide to them in the future. These are:

1

To ensure that children and young people are consulted and actively participate in the decisions we make about how we deliver our services.

2

To ensure children and young people receive a good education and achieve the best educational outcomes.

3

To provide good opportunities for children in care and care leavers to maintain and improve emotional health and wellbeing.

4

To ensure that the role of the corporate parent is promoted across the council and among partners.



Our Plan for the next three years

How will we make this happen?

The Corporate Parenting Board

The Board consists of a cross-party group of councillors supported by the executive director for families, children and learning, other FCL staff and representatives of our partner agencies.

It is responsible for ensuring that the council acts as good corporate parents and fulfils its duties corporately and in partnership with other statutory agencies.

We expect all corporate parents to know and understand the diverse needs of our children in care and care leavers.

The Children in Care Council (CiCC)

This is a group of young people aged 13-25 who have all experienced being in care.

It meets one Saturday per month. It's a great opportunity for children and young people to be part of a group, share their experiences, and influence decisions that are being made about children's social work.

Current members enjoy shared activities including table tennis, pool, cooking, arts and crafts and hanging out together. Sometimes they invite professionals who are corporate parents to come and meet them and hear their views.

Representatives from the CiCC attend and feed back into the Corporate Parenting Board.



Useful info and contacts:

Brighton and Hove Fostering Service:

www.fosteringinbrightonandhove.org.uk

Virtual school for children in care and previously in care:

www.brighton-hove.gov.uk/VirtualSchoolCICsupport

Sussex CAMHS:

sussexcamhs.nhs.uk/help-support/children-young-people

Youth Advocacy Project **help@bhyap.org.uk**

Call free from a landline on **0800 0524 280** or text or call on **07812 356 994**

Brighton and Hove Children in Care Council

For more information please email **youth@brighton-hove.gov.uk**

The Brighton and Hove Children in Care Health Team please email

SC-TR.BandHLAC@nhs.net Tel **01273 696011 x1039**

Illustrations by Matt Worden

Reach for the Stars

A set of promises to children and young people in the care of Brighton & Hove City Council.



The promises are an acknowledgement of the Top Ten messages from the 2019 Care Experience Conference <https://www.careexperiencedconference.com/>

1 We will always involve YOU in decisions made about YOU.

2 We will provide a home where you feel safe and secure and support you if you return to your family or move to another home.

3 We will help you to keep in regular contact with family and friends if it is in your best interest and is what you want to do.

4 We will make sure that your carers are trained and supported to care for you.



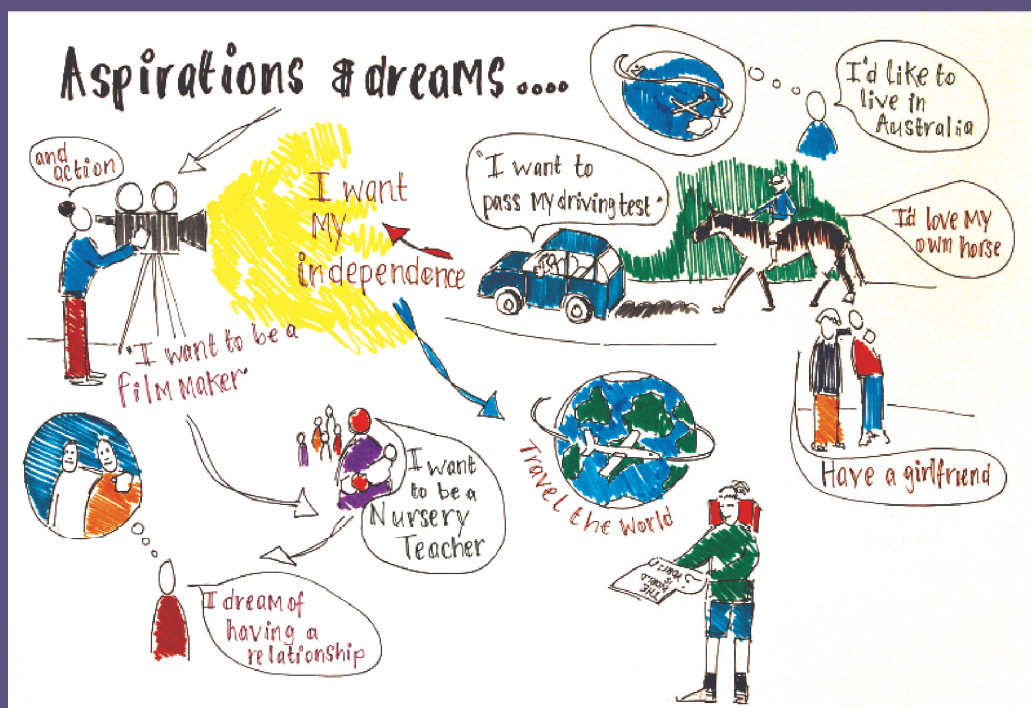
5 We will support you to get the most from your education and to help you achieve the best you can.

6

We will support and encourage you to take up and develop your own interests, hobbies and activities.

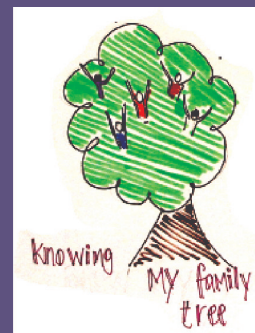
7

We will help you to achieve your aspirations and dreams.



8

We will respect you for who you are. We will help you to develop a chance to be yourself and to keep your cultural and religious beliefs.



9

We will help you to have the same social worker for a long time.

10

We will support you to be as healthy (physically and emotionally) as you can be.

Keeping the same Social Worker...



Drawn by: Matt@art-social.co.uk



Reach for the stars!

Our Local Offer for
Brighton & Hove care leavers



Brighton & Hove
City Council



Reach for the stars!

You may be leaving care or have left care.
In either case we want you to feel safe and supported
and to know that we care about you.

As you prepare for independence, we want to make
sure you receive the advice and support you need to
be successful and to achieve your potential.

We have taken advice from some of our care leavers in order to develop
a package of support and services for young people leaving care in
Brighton & Hove. This is called our Local Offer.

We will continue to consult with young people in care and care leavers
so that we can provide the service you need and will need in future.

Were you in care
on or after
your
16th birthday?

Have you
spent at
least 13 weeks
in care since your
14th Birthday?

If the answer to both these questions is '**yes**', then this leaflet
will help you. It tells you about the support on offer to you
as someone aged between 16 and 25 who has been in care
but who has now left care.

We know you have the potential
to achieve great things.

We want to continue to work with you
to help you **reach for the stars** –
and achieve the best in your life.

Through our **Local Offer**
we are committed to working
with you to:

- develop healthy and safe relationships
- promote your physical and emotional health and well-being
- access education, training and employment opportunities
- have financial support and security
- have access to high quality supported accommodation
- prepare you for independent living and support you into your own tenancy.

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Employment	8
Financial support	9
Accommodation	10
Health	12
Participation in society	13
Relevant services & useful contacts	14



Relationships

We believe it is important to feel supported and have positive and healthy relationships

We are committed to supporting you to achieve this:

Family contact

We will work with you to promote your relationships with your family. In some cases, we can help you with travel costs to have contact with immediate family members.

We will give you support and advice to help you maintain or regain relationships with friends, family or previous carers.

We will provide advice and referrals to more specialist agencies in your local area who can help you learn about building and maintaining positive, healthy relationships.

Parents

If you are parent – or become one – we will support you to care for your child safely. This includes access to an early parenting assessment programme (known as an EPAP) if you want it.

This is a specialist team of social workers based in a children's centre. They offer parents a chance to prepare for the birth of their baby and support them after the birth with a programme of baby-focused work, teaching and guidance.

Social worker support

Between the ages of 16 and 18 your social worker will continue to work with you. Your social worker will meet with you in your accommodation / placement at least every six weeks, or every three months if you have been living there for over a year and there are no concerns about this accommodation.

Around your 16th birthday your social worker will develop a 'Pathway Plan' with you. This will replace your care plan and will be based on an assessment of your needs. Your plan will look at important things such as:

- getting ready to leave care
- where you live
- health issues
- employment, education and training opportunities
- developing independent living skills such as budgeting, cooking etc.

As you approach your 18th birthday your social worker will introduce you to a colleague in the leaving care team who will be your **personal adviser (known as a PA)**.

You will be entitled to support from your PA up to the age of 25. We will continue to care about you and support you even though you are an adult.



There for you

Your PA will be there for you. They will offer support and guidance to help you with your transition into adulthood and develop your independence. They will support you if you are struggling and celebrate your successes.

Your PA will want you to be the best that you can be. This means they will help you access the support services that you need in key areas such as housing, health, employment, training and education.

Whenever possible you will keep the same PA throughout your time with the leaving care team. If your PA is on holiday or off sick and you need assistance you can contact a leaving care team duty worker. If your PA is off work for more than four weeks we will contact you and give you a different PA who will be your contact until your usual PA returns to work.

How we will help you in terms of building supportive relationships:

- Your PA will discuss with you how often to meet and how best to keep in contact. They should see you every two months, or more often than that when required.
- In between visits you and your PA can keep in contact by phone, text, email or Facebook.
- Your PA will review and agree your pathway plan with you at least every six months.
- Your PA will be able to talk to you about support services and mentoring schemes that are available to you.
- If you had an independent visitor while you were in care you will be able to continue this contact.
- You can ask for an independent advocate if you are not happy about the support you are receiving, and we will refer you to the advocacy service.



Education & training support

We have high aspirations for your progress in education and training. We want all our young people to thrive and learn new skills and knowledge.

We want you to achieve your goals in life, and we will provide support to help you achieve them.

Your PA will support you into education, employment or training. If you live in the Brighton & Hove area you can also get help from the youth employment service (YES) to access education, employment or training.

They work jointly with your PA to offer face to face support and / or online advice and guidance. This is part of the support YES offers care leavers up to the age of 25.

Care leavers who are not ready to access mainstream education or employment can access vocational training and qualifications as part of the YES Plus re-engagement programme.



Support for 16-17 year olds

For all further education courses and some training schemes you can claim an education bursary from your college or training provider.

We will pay for all essential books, equipment, special clothing and field trips. We will also pay for your exam fees and the internet access that you need for your course.

If you don't have access to a computer, one will be provided for full-time courses where it's needed for completing coursework.

If you're on a course of more than 16 hours a week and can't get the education bursary, we'll pay £30 a week incentive allowance.

If you're on a course of less than 16 hours and not getting the education bursary, we'll pay £20 a week for 10 weeks.

After 10 weeks, this can go up to £30 a week depending on how many hours a week you are training. These incentives are paid on the same attendance conditions as the education bursary.

Where a traineeship pays less than £59 a week you will get a top-up to this amount.

If you are on the Under-18 Minimum Wage or on an apprentice wage, we will top up your earnings by 50p for every hour you work.

Any expenses you have when doing voluntary work will be repaid.

Higher Education

If you are thinking of going to university, please let your social worker know and they will fully support you to achieve this. This will be included in your Pathway Plan and we will help you plan for this. We can arrange for a higher education student mentor to provide support around this.

Our higher education student mentors are care leavers who have graduated from university or who are still at university. They can offer advice and information about going to university – the process of applying, the different educational paths you can take to get there and the financial support available to BHCC care leavers when at university.

Further Education & Training

Support is available for young people aged 18-25.

For further education courses and some training schemes you can claim either an education bursary or 19+ Learner Funds from your college.

If you're unable to claim either of these and you continue in full-time further education (more than 16 hours a week) we'll pay you £30 a week incentive allowance on the same attendance conditions as the education bursary.

If you're on a training course of less than 16 hours a week and can't get the education bursary, we'll pay you an incentive allowance of £20 a week for 10 weeks.

After 10 weeks, this could go up to £30 a week. This depends upon the number of training hours a week and will be paid on the same attendance conditions as the education bursary.

We will pay for books, equipment, special clothing, field trips, exam fees and internet access that are essential for your course. We will also pay for a weekly or a monthly bus pass during term time.

If you didn't receive a computer when you were 16 or 17 and you haven't got access to one – and you need one to complete coursework – we will provide one.

We will also repay any expenses you have when doing voluntary work.



University

You will receive the following support:

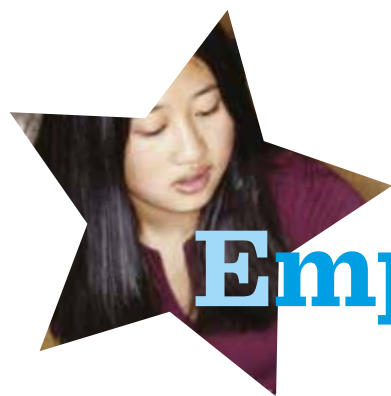
- **A higher education bursary** of £670 at the start of the academic year
- **Rent** on your flat, or a shared house or your hall of residence for 52 weeks a year
- **If 'staying put' with former foster carers this arrangement can continue** with the agreement of the foster carers. It can be either full-time or weekend stays or for vacations on a daily pro-rata basis
- **We will pay for all required books, equipment, special clothing, field trips and exam fees.** If you didn't receive a computer when you were 16 or 17 and you haven't got access to one we will provide one if it is required to complete your course.
- **We will pay travel costs to university** at the beginning of each term and then home at the end of each term. We will also pay any removal costs.

Like all other students, you will need to take out a loan from the Student Loan Company to cover payment of the tuition fees. We can help you with this.

You will be responsible for repaying any loan you take out.

However, many universities give a fees discount or cash bursary to young people who are care leavers under the National Scholarship Scheme or Access to Learning Fund. We will support you to access these bursaries and/or reductions.

You will also be entitled to a student mentor if you want one. All universities have staff specifically to support care leavers. We will encourage you to make contact with these people.



Employment



Working is a great way to earn money, increase your confidence and help you get to where you want to be in your adult life.

We can offer you the following support:

If you are on the 18-20 years or 21+ years Minimum Wage or the Apprentice Wage there may be additional support available to encourage you to stay in that job.

If you are working while living in supported accommodation we will provide additional money up to £30 a week to offset some of the rental costs.

We'll pay for interview clothes or special clothes you need for work. We will pay your transport costs to attend interviews for employment.

As a Brighton & Hove care leaver you are guaranteed a job interview for any apprenticeships within the council. We will also discuss with you any relevant work experience you may be able to undertake within the council. We will work with colleagues in other teams to arrange this.

We will have a 'bring a care leaver to work' day twice a year. These will give you a chance to see and experience what working at Brighton & Hove City Council is like.



Financial support

We will provide financial support and advice to help you prepare for your transition to adulthood and independence.

Your personal adviser will help you develop your budgeting skills. Where necessary, they will also refer you to money advice services.

We have close links with the local Department for Work and Pensions (DWP). If you need help claiming the benefits you are entitled to, we will help you.

While you are waiting for your benefits to come through we will pay £59 minus your service charge for four weeks. If your benefits have not arrived after this, through no fault of your own, we will give you food vouchers. We do not ask you to repay this money when you get your backdated claim.

We can refer you to Kitchen Kick Start. This is a programme for care leavers run by the voluntary organisation Food Matters.

Their workshops help you develop happy healthy eating habits for long-term independent living and learn cooking skills.

When you are ready to live independently, you are entitled to a 'Setting Up' allowance of up to £2,170. This is to help you set up home and live independently.

You'll need to agree what you need with your PA well before you move, and find out the cost of each item so these can be approved.

The allowance is also available to young people with disabilities who are not able or ready to live independently.

We will pay for:

- any documents you will need including replacement birth certificate, passport and provisional and full driving licences
- removal costs
- a TV licence
- home contents insurance policy for the first year in your own accommodation.

If you are a care leaver living on your own in Brighton & Hove you don't pay council tax until your 26 years old. If you live with one other adult you will receive a 25% discount. If you live with more than one other adult the council tax bill will not be reduced.





Accommodation

We want you to be happy, safe and secure.

Support for 16-17 year olds

If you live with foster carers or in a children's home, they provide your:

- pocket money
- personal and clothing allowances
- travel costs
- birthday and Christmas presents (or other festival such as Eid al-Fitr) and holiday costs

If you live in supported lodgings you get a personal allowance of £38 a week and a weekly or monthly bus pass. All your meals are provided and you don't pay towards household bills.

In young people's hostels such as Downlink YMCA, Foyer and Stopover you get an allowance of £58 a week and a weekly or monthly bus pass. The weekly service charge from the hostel which covers your contribution to utility bills will be deducted from your allowance.

Support for 18-21 year olds

When you leave care we will help you find accommodation that fits with what you want and need. Most young people will not be ready to live unsupported in their own tenancy straight away.

Your social worker will have worked with you to agree your accommodation and these will be included in your Pathway Plan. Whichever accommodation you move into, your PA will visit you and make sure you are safe and happy.

Staying Put

If you have been in a settled foster home you may want to remain living there. You have the right to do so until the age of 21 if your foster carers agree.

This arrangement is called 'staying put'. If you and your foster carer want to do this we will help draw up a 'living together' agreement.



Support to 18-25 Year olds

Supported Accommodation

Another option available to you is to move to supported accommodation. This gives you the chance to learn skills for independent living in preparation for your own tenancy.

There are different types of supported accommodation available. These include semi-independent units of various sizes with various levels of support offered. There is also the possibility of supported lodgings and shared houses with extra support if you need it.

Your PA will discuss your requirements with you and help complete the appropriate referral forms.

Independent Living

The leaving care team has an agreement with the council's housing team to make sure care leavers can access affordable social housing when they have been assessed as being ready for independent living.

However, you can only get your own council tenancy when your PA has assessed you as being ready for independent living. It doesn't happen automatically when you turn 18.

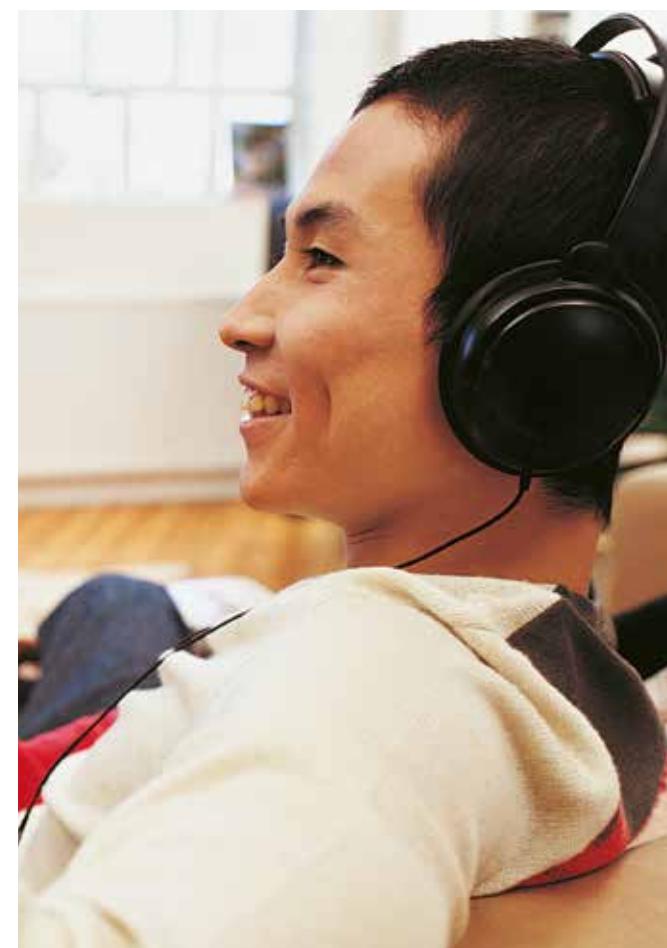
For your PA to assess you as ready for your own tenancy you will usually be expected to have sustained at least a year in employment, training or further / higher education. You will also have to demonstrate that you have practical skills like budgeting and cooking, and that you are emotionally ready to live on your own.



In addition, you will have to attend the leaving care team's two-day course on independent living skills.

You can only be nominated once for social housing so we need to make sure you are ready to avoid any risk of you losing your tenancy.

When you do get your own tenancy, you will automatically be offered tenancy support.





Your physical and emotional health and well-being is important. We want to help you learn about healthy lifestyles and try out local leisure activities.

You will have health assessments every year until your 18th birthday.

These will be carried out by a specialist nurse in the children in care health team, with supervision from a named doctor.

As part of this they will discuss with you your physical health and emotional well-being, and address any identified needs in your health assessment report and individual health care plan.

If you have specific health needs, your PA will talk to you about how these can be met as part of your Pathway Plan. They will also offer you advice and support on how to access health services (both mental well-being and physical health). This will include giving you information about counselling services that are available.

When you leave care you will receive a copy of your health passport. This will include all the available information regarding your health history, from your birth to leaving care.

We will help you register with a GP and dentist. Your PA will check if you are eligible for free dental care, eye care and prescriptions. We will also help you with transport costs to attend health appointments.

You'll get a 'Listen Up' card that gives you free use of swimming and sports facilities at the Prince Regent, King Alfred, Moulsecomb, St Luke's and Withdean centres. If you have to pay for costs like gym induction, we will reimburse you.

The 'Listen up' card also gives you free admission to the Royal Pavilion and to all Brighton and Hove Museums. If you are placed outside the city will we pay for gym membership.

Brighton Table Tennis Club in Kemptown runs four 'all-comers' sessions a week for anyone aged 16+. A 'Listen Up' card will give you free access to any of these. If you attend 10 sessions then you get a free bat worth £30. Contact nick@brightontabletennisclub.com for more information.



The Early Parenting Assessment Programme (EPAP) is available to you if you want it.

This is a specialist team of social workers and parenting workers based in a Children's Centre. They offer parents an opportunity to prepare for the birth of their baby and support them after the birth with a programme of baby-focused work, teaching and guiding.

Participation in society

We want to help you feel you have all the chances in life that other young adults have, and that you can make a positive contribution to society.

★ We will help you to **enrol on the Electoral Register**, so you can vote in elections. We will also inform you about groups and activities in your area.

★ We will give you access to the **council's staff discount scheme**. This gives you discounts on a whole range of shops and services across the city and beyond (eg restaurants, local and national supermarkets, and cinema tickets).

★ We will **pay for special costs** that will help you follow your religion or culture or with your English if it is not your first language.

★ You are **guaranteed an interview** if you apply for any **BHCC apprenticeships**. We will also explore any relevant work experience opportunities within the council.

★ We hold the **Children in Care and Care Leavers Awards** each year. These are to celebrate and recognise your personal achievements, and show how you have made a difference to your own lives as well as other people's.

The awards are also designed to inspire you to strive for success – to reach for the stars! – knowing that we are behind you every step of the way, and that we appreciate how much you are achieving.

★ We will hold an **annual participation event** with care leavers and other key people, chaired by our assistant director responsible for children in care, to review this local offer and ensure it is updated where necessary.

Your Children in Care Council:

#Your Voice, Your Choice

– Get involved and make a difference

We are committed to working with you to learn from your experiences to improve services. We want to listen to your views and encourage you to take part in making decisions.

There are lots of opportunities to get involved and make a difference. For example you can:

- **meet other care leavers** to work on projects, eat together and take part in activities you are interested in
- **share your views** with decision makers and councillors
- **help to recruit** new social workers and managers
- **train** university students and other professionals
- **learn leadership skills** so you can work with groups of young people
- **visit residential homes**, talk to the young people there and suggest changes
- **attend regional and national events** to meet other care leavers who have a passion for making a difference.

We will give you the training and skills you need for each of these roles. The training is accredited so will add to your qualifications and look great on your CV.

We will pay you in gift vouchers for some of this work. This is usually at £9 an hour.

Get involved, build your skills and make a difference!

Please ring or text Debbie Garrett in the youth participation team on 07880 043396 to find out more.

Relevant services & useful contacts for care leavers

Accommodation

Young People's Supported accommodation

– If you require supported accommodation your PA can refer you to the supported accommodation panel. Your referral will be discussed with the council's housing team to see what is the best option for you.

Brighton Housing Trust (BHT)

114 London Road, Brighton BN1 4PH
01273 645400

BHT has developed a comprehensive range of services to meet the needs of homeless, insecurely housed and vulnerable men and women. It works in partnership with other organisations.

YMCA Youth Advice Centre(YAC)

11 St Georges Place, Brighton BN1 4GB
01273 624432

Email yacservices@ymcadlg.org

YAC offers housing advice for anyone under 26 years old who is homeless or threatened with homelessness. It also has a family support and mediation service, and offers support and advice about sexual health advice and services, emotional and well-being support and benefits and money advice.

Education and Training

Greater Brighton City Metropolitan College

Central Brighton Campus
Pelham Street, Brighton BN1 4FA
01273 667788

We offer a huge range of qualifications for 16-19 year olds, university degrees, full and part time courses for adults, apprenticeships and professional qualifications.

Albion in the Community

American Express Community Stadium
Village Way, Brighton BN1 9BL
01273 878265

Email: info@albioninthecommunity.org.uk

We deliver high-quality, accessible opportunities that improve the health and well-being, education and aspirations of our community.

Prince's Trust

47 Church Road, Hove BN3 2BE
01273 221470

The trust's team programme is a FREE course available throughout the year that enables you to develop your communication, leadership and team work skills through projects in the community.

Brighton and Hove Recovery Centre

18 Preston Park Avenue, Brighton, BN1 6HL
01273 565 049

The Recovery College is a specialist college dedicated to providing courses that support people to manage their mental health and recovery. Courses on offer include those that focus on a student's health and well-being, managing their mental health, developing life skills, and their expression and creativity.

Health and Well-being

Sexual Health and Contraception (SHAC)

www.brightonsexualhealth.com

A free and confidential specialist service open to everyone regardless of age and sexuality.

Brighton and Hove Mental Health Rapid Response Service

0300 304 0078 (24 hour service)

We provide an urgent response service to the people of Brighton & Hove when they feel they are in a mental health crisis and are at immediate risk of harming themselves or others.

MindOut Lesbian, Gay, Bisexual, Trans & Queer Mental Health Service

Community Base
113 Queens Road, Brighton BN1 3XG
01273 234839

Email: info@mindout.org.uk

We are a mental health service run by and for LGBTQ people who work to improve the mental health and well-being of LGBTQ communities.

Pavilions

01273 731900 or **0800 014 9819**

Drug and alcohol services for people in Brighton & Hove. Support is available to anyone concerned about their drug or alcohol use, and for families and carers supporting people who are struggling with substance misuse.

Finance

The council's welfare rights team

Mondays 10am to 1pm: **01273 291116**

This offers advice and representation to people who have been turned down for benefits. We can be contacted on our public advice line on Mondays (as above). If you need basic information about benefits, go to a local Jobcentre plus office or visit GOV.UK.

Brighton and Hove Food Partnership

Brighthelm Centre
North Road, Brighton BN1 1YD

01273 431700

Email: info@bhfood.org.uk

www.bhfood.org.uk

Helps people learn to cook, eat a healthy diet, to grow their own food and to waste less food.

Brighton & Hove Citizens Advice Bureau

Tisbury Road Offices, Hove Town Hall,
Tisbury Road, Hove BN3 3BQ
www.brightonhovecab.org.uk/

0300 3309033

CAB offers free, confidential, impartial and independent advice on managing your finances, including opening bank accounts, problems with bank accounts, benefit overpayments, budgeting and general debt problems.

Money Advice

St Luke's Advice Service
18 Exeter Street, Brighton BN1 5PG

01273 549203

Helps you negotiate a repayment plan if you are in debt that suits your circumstances. Helps you fill in income and expenditure forms. Looks at whether there are other benefits to which you are entitled. Helps you apply for grants to pay off utility arrears. Negotiates with your creditors or tells your creditors that you do not have any spare money to repay your debts at the present etc.

Refugee Council

0808 808 2255

text phone/Minicom: 0808 808 2259 (for people with speech or hearing difficulties)

www.refugeecouncil.org.uk

Offers information and advice to asylum seekers and refugees. Opening hours: Mondays, Tuesdays, Thursdays and Fridays 9.30am - 1pm and 2pm - 4.30pm. Wednesdays 2-5pm only.

Participation

The council's youth participation team

0800 0524 280 (free from a landline)
01273 295510

Text or call us on 07870 168948

Email: help@bhyap.org.uk

The council's youth participation team is made up of the following teams:

- Advocacy
- Youth Voice (including Youth Council, Children in Care Council, Young Ambassadors, Ask Report Change Programme)
- Independent Visitors
- Accreditation (including Duke of Edinburgh's Award and Youth Arts Award)

The office is open 9am to 5pm Monday to Friday.

Relationships

Brighton Table Tennis Club

The Fitzherbert Centre
36 Upper Bedford Street, Kemptown BN2 1JP
01273 670 145

The club works with people of all ages, especially young people, to improve health, celebrate diversity and build a strong community. We run sessions for young people of all ages and backgrounds.

Allsorts Youth Project

Young People's Centre
69 Ship Street, Brighton BN1 1AE
01273 721211

We listen to, support and connect children and young people under 26 who are lesbian, gay, bisexual, trans or unsure (LGBTU) of their sexual orientation and / or gender identity.

Miss Represented

www.brightondome.org/missrep
We use the arts to explore important issues, feel empowered and have a platform to be heard. It is a lifeline to many vulnerable young women in Brighton and its surrounding area. You can get in touch with us by contacting Bex on rebecca.fidler@brightondome.org



For more information go to
www.brighton-hove.gov.uk

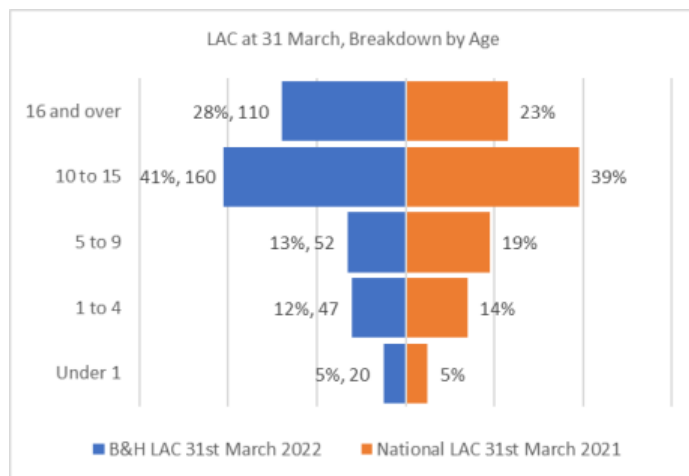
Q4 2021/22 Corporate Parenting Board Dashboard

All 2021/22 figures are provisional. Final figures will be published by DfE in November 2022.



389

Children in Care at 31st March 2022, up from 373 at March 2021.



40

Children in Care who are Unaccompanied Asylum Seeking Children (UASC) at 31st March 2022 (10.3% of CiC), up from 37 (9.9%) at March 2021.



11.3%

Percentage of Children in Care who had 3 or more placements during the year ending 31st March 2022, (44 children), up from 10.0% during the previous 12 months and above the 2020/21 national average of 9%.



66.7%

Percentage of Children in Care for at least 2.5 years in March 2022 who had been in current placement for 2 years or more, above 64.0% in previous year but below the 2020/21 national average of 70%.

27.2%

Children in Care excluding UASC who are of minority ethnic origin at end of March 2022 (34.7% including UASC), up from 22.5% at March 2021 (29.0% including UASC).

Q4 2021/22 Corporate Parenting Board Dashboard

All 2021/22 figures are provisional. Final figures will be published by DfE in November 2022.



100.0%

Of the 192 school age Children in Care at the end of the Summer Term who had a Personal Education Plan that had been completed and authorised by a Virtual School Adviser, compared to 100% for the Spring Term 2022.



341

Incidents of children missing from care in 2021/22, down from 449 during the previous year.



15.8%

Children in Care and Care Leavers in academic years 12 and 13 at May 2022 who were NEET or whose activity was not known (22 young people), up from 11.7% (14 young people) at May 2021.



12.8%

Children in Care having a missing incident in 2021/22, down from 13.0% during the previous year but above the 2020/21 national average of 10.0%.



9.1%

Children in Care having more than one missing incident in 2021/22, up from 7.5% in 2020/21.

Q4 2021/22 Corporate Parenting Board Dashboard

All 2021/22 figures are provisional. Final figures will be published by DfE in November 2022.



6.0%

Percentage of children who ceased being looked after in 2021/22 who were adopted (8 children), down from 7.0% in 2020/21 and below the 2020/21 national average of 10%.



12.7%

Percentage of children who ceased being looked after in 2021/22 due to a special guardianship order being granted (17 children), down from 19.6% in 2020/21 and below the 2020/21 national average of 14%.



69.2%

Percentage of children in care at 31st March 22 who were in foster care (in house foster placements, Independent Foster Placements and Kinship Care placements – 269 children), down from 74.0% in 2020/21 and below the 2020/21 national average of 71%.



19.8%

Percentage of children in care at 31st March 22 who were in children's homes, secure units and hostels (77 children), up from 17.0% in 2020/21 and above the 2020/21 national average of 14%.



4.1%

Percentage of children in care at 31st March 22 who were placed for adoption (16 children), up from 2% in 2020/21 and above the 2020/21 national average of 3%.

Q4 2021/22 Corporate Parenting Board Dashboard

All 2021/22 figures are provisional. Final figures will be published by DfE in November 2022.



84.7%

Percentage of Children in Care with an up to date health check at March 2022, down from 87.0% at March 2021 and below the 2020/21 national average of 91%.



15.3

Average Strengths and Difficulties Questionnaire Score for Children in Care in 2021/22, down from 15.5 last year and above the 2020/21 national average of 14.0



67.5%

Percentage of Children in Care with an up to date dental check at March 2022, up from 48.0% at March 2021 and above the 2020/21 national average of 40%.



1.9%

Percentage of Children in Care aged 10 or above subject to a final warning or reprimand in 2021/22 (4 children), in line with the national average of 2.0%



88.7%

Percentage of Children in Care with up to date immunisations at March 2022, up from 84.0% at March 2021 and above the 2020/21 national average of 86%.



8.4%

Percentage of Children in Care identified as having a substance misuse issue in 2021/22 (23 children), up from 6.0% at March 2021 and above the 2020/21 national average of 3%.

Q4 2021/22 Corporate Parenting Board Dashboard

All 2021/22 figures are provisional for 2021/22. Final figures will be published by DfE in November 2022.



66

Care Leavers aged 17 to 18 at 31st March 2022, down from 80 at March 2021.



220

Care Leavers aged 19 to 21 at 31st March 2022, down from 221 at March 2021.



75.8%

Percentage of Care Leavers aged 17 to 18 who were in Education, Employment and Training in 2021/22, down from 79% last year and above the 2020/21 national average of 65%.



71.4%

Percentage of Care Leavers aged 19 to 21 who were in Education, Employment and Training in 2021/22, up from 64% in 2020/21 and above the 2020/21 national average of 52%.



98.5%

Percentage of Care Leavers aged 17 to 18 who were in Suitable Accommodation in 2021/22, up from 94.0% last year and above the 2020/21 national average of 91%.



87.3%

Percentage of Care Leavers aged 19 to 21 who were in Suitable Accommodation in 2021/22, down from 89.0% last year and below the 2020/21 national average of 88%.

Corporate Parenting Board – Terms of Reference

1. Purpose

The Corporate Parenting Board reports to the Children, Young People & Skills Committee. It acts as an advisory board to the Council, its partners and its Committees on matters related to the Council's Looked after Children. Its role is to ensure that the Council and its partner agencies have a joint commitment to:-

- (a) Achieving improved outcomes for children in care and care leavers;
- (b) Developing and overseeing implementation of the Corporate Parenting Strategy to drive improved outcomes;
- (c) Providing challenge to ensure that the Council's duties as Corporate Parent are carried out effectively and consistently.

2. Objectives and Terms of Reference

2.1 To assist in the development, operation, monitoring and review of the Council's policies and strategies as they affect children in care and care leavers.

2.2 To develop, monitor and review a Corporate Parenting Strategy and work plan.

2.3 To promote a co-ordinated and partnership approach to the delivery of Council services as they affect children in care and care leavers and to challenge services where this is not evidenced or effective.

2.4 To advise the Council and its Committees on issues relevant to children in care and care leavers and to ensure that policies implemented by the Council which affect these children and young people are effective and appropriate.

2.5 To review and monitor outcomes for looked after children and care leavers, including data from the Corporate Parenting Report Card and feedback from the Standards and Complaints and Quality Assurance Framework officers in respect of children in care and care leavers.

2.6 To ensure that clear and accessible information is readily available to children in care and care leavers on the corporate parenting they can expect from the Council.

2.7 To ensure that systems are in place which mean that the views of children and young people are represented in the development of services that affect them.

2.8 To ensure arrangements are made for the training and development of Members (and others as appropriate) on the Council's Corporate Parenting role.

2.9 To receive reports on the discharge of the Council's functions regarding the provision of accommodation for looked after children and care leavers, and to make recommendations to the appropriate body of the Council.

3. Reporting

3.1 To report to the Council's Children, Young People & Skills Committee on an annual basis.

3.2 To make recommendations to other relevant Committees where responsibility for a particular function rests with that Committee, Ensuring that any such recommendations are also reported to Children Young People & Skills Committee for noting and tracking.

4. Membership

4.1 Membership of the Corporate Parenting Board will consist of:- • 6 elected Members and 2 nominated co-optees

4.2 Invitations to attend the Corporate Parenting Board are extended to all councillors Chairs of Committees and Chief Exec.

4.3 Chairs of committees will be expected to attend when agenda items are linked to their lead area.

4.3 Every directorate is encouraged to be represented at each meeting of the Corporate Parenting Board.

4.4 Interested groups and Officers from across Council services will be invited on an agenda specific basis.

4.4 The membership of the Corporate Parenting Board is subject to review by the Children, Young Persons and Skills' Committee, subject to formal approval by the Policy & Resources Committee. 4.5 The Chair of the Corporate Parenting Board is an elected Member. The Care Leavers Forum has a nominated young person who works with the Chair and acts as co-chair.

5. Frequency of meetings

5.1 Corporate parenting board meets 4 times a year, 3 times it reviews an agreed themed area of work and once a year reviews the Corporate Parenting report care (data), feedback on the work over the year and sets priority areas for the coming year.

6. Review

The work of the Corporate Parenting Board is subject to annual review by the Children & Young Person's Committee, which may make recommendations to Policy & Resources Committee where it considers that changes to these terms of reference are necessary.

Brighton & Hove City Council

Strategy, Finance & City Regeneration Committee

Agenda Item 11

Subject: Targeted Budget Management (TBM) Provisional Outturn
2022/23

Date of Meeting: 22 June 2023

Report of: Chief Finance Officer

Contact Officer: Name: Jeff Coates Tel: 29-2364
Email: jeff.coates@brighton-hove.gov.uk

Ward(s) affected: All

FOR GENERAL RELEASE

1 PURPOSE OF REPORT AND POLICY CONTEXT:

- 1.1 The Targeted Budget Monitoring (TBM) report is a key component of the council's overall performance monitoring and control framework. This report sets out the provisional outturn position (i.e. Month 12 year-end) on the council's revenue and capital budgets for the financial year 2022/23.
- 1.2 The final outturn position is subject to the annual external audit review of the council's accounts. The final position will be shown in the council's unaudited financial statements which are due for publication shortly and must be signed by the Chief Finance Officer (CFO), and will ultimately be reflected in the audited set approved by the Audit & Standards Committee and due to be published by 30 September 2023.
- 1.3 The provisional outturn is a £3.020m overspend on the General Fund revenue budget. This includes an underspend of £0.562m on the council's share of the NHS managed Section 75 services. This is an improvement of £3.553m from Month 9, due to the ongoing recovery of visitor activity during the last quarter which has significantly bolstered income streams across a wide range of areas including the Brighton Centre, registrars, parking fees and fines. There has also been further improvement across Adult Social Care including additional NHS income, and a number of improvements to corporate forecasts including a lower than anticipated HSE fine. The spending and vacancy controls in place across the council have also continued to contribute to an improved position across all areas. An improvement of £2.000m from the Month 9 position was assumed when setting the 2023/24 budget and therefore the outturn position represents an additional improvement of £1.553m compared to the assumed outturn .
- 1.4 The report also indicates that £4.536m (43%) of the substantial savings package in 2022/23 of £10.509m was not achievable largely due to exceptional inflationary pressures experienced during the year.

2 RECOMMENDATIONS:

- 2.1 That the Committee note that the provisional General Fund outturn position is an overspend of £3.020m and that this represents an improvement of £1.553m compared to the projected and planned resource position at Month 9 and taken into account when setting the 2023/24 budget.
- 2.2 That the Committee note the provisional outturn includes an underspend of £0.562m on the council's share of the NHS managed Section 75 services.
- 2.3 That the Committee approve General Fund carry forward requests totalling £7.912m as detailed in Appendix 5 and assumed within the provisional outturn.
- 2.4 That the Committee note the provisional outturn for the separate Housing Revenue Account (HRA), which is a break-even position.
- 2.5 That the Committee note the provisional outturn position for the ring-fenced Dedicated Schools Grant, which is an underspend of £0.368m.
- 2.6 That the Committee note the provisional outturn position on the Capital Programme which is an underspend variance of £2.661m.
- 2.7 That the Committee approve the capital budget variations and re-profiling requests set out in Appendix 7.
- 2.8 That the Committee approve the new capital schemes requested in Appendix 8.
- 2.9 That the Committee approve the creation of a 10-Year Lease Dilapidations Provision as set out in paragraph 9.10.

3 CONTEXT / BACKGROUND INFORMATION:

Targeted Budget Management (TBM) Reporting Framework

- 3.1 The TBM framework focuses on identifying and managing financial risks on a regular basis throughout the year. This is applied at all levels of the organisation from Budget Managers through to Policy & Resources Committee. Services monitor their TBM position on a monthly or quarterly basis depending on the size, complexity or risks apparent within a budget area. TBM therefore operates on a risk-based approach, paying particular attention to mitigation of growing cost pressures, demands or overspending through effective financial recovery planning together with more regular monitoring of high risk demand-led areas as detailed below.
- 3.2 The TBM report is normally split into the following sections:
 - i) General Fund Revenue Budget Performance
 - ii) Housing Revenue Account (HRA) Performance
 - iii) Dedicated Schools Grant (DSG) Performance
 - iv) NHS Controlled S75 Partnership Performance
 - v) Capital Investment Programme Performance
 - vi) Capital Programme Changes
 - vii) Implications for the Medium Term Financial Strategy (MTFS)
 - viii) Comments of the Chief Finance Officer (statutory S151 officer)

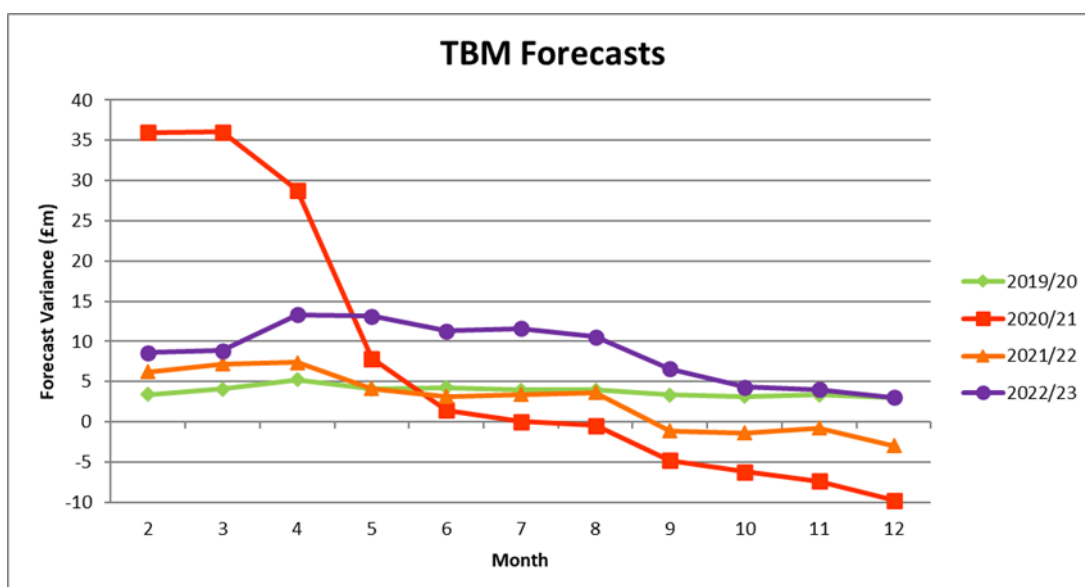
4 General Fund Revenue Budget Performance (Appendix 4)

- 4.1 The table below shows the provisional outturn for council-controlled revenue budgets within the General Fund. These are budgets under the direct control and

management of the Executive Leadership Team. More detailed explanation of the variances can be found in Appendix 4.

Forecast Variance Month 9 £'000	Directorate	2022/23 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
2,763	Families, Children & Learning	102,957	105,794	2,837	2.8%
(586)	Health & Adult Social Care	72,618	70,480	(2,138)	-2.9%
604	Economy, Environment & Culture	31,603	31,701	98	0.3%
144	Housing, Neighbourhoods & Communities	21,754	21,662	(92)	-0.4%
902	Governance, People & Resources	33,609	33,301	(308)	-0.9%
3,827	Sub Total	262,541	262,938	397	0.2%
2,746	Corporately-held Budgets	(35,355)	(32,732)	2,623	7.9%
6,573	Total General Fund	227,186	230,206	3,020	1.3%

- 4.2 The General Fund includes general council services, corporate budgets and central support services. Corporately-held Budgets include centrally held provisions and budgets (e.g. insurance) as well as some cross-cutting value for money savings targets. However, on this occasion, Corporately-held Budgets also includes the excess cost of the unexpectedly high NJC Local Government pay award which added over £6m more than originally estimated to pay costs.
- 4.3 Note that General Fund services are accounted for separately to the Housing Revenue Account (Council Housing). Note also that although part of the General Fund, financial information for the Dedicated Schools Grant is shown separately as this is ring-fenced to education provision (e.g. Schools and SEN). The chart below shows the monthly forecast variances for 2022/23 and the previous three years for comparative purposes. The impact of the pandemic in 2020/21 clearly makes comparisons difficult, particularly as the extent of the impact has varied over the last two years. The movement in forecasts during 2022/23 clearly shows the impact of emergency recovery actions and control measures in reducing early forecasts in months 4 and 5 of circa £13m overspends down to £3m by year-end.

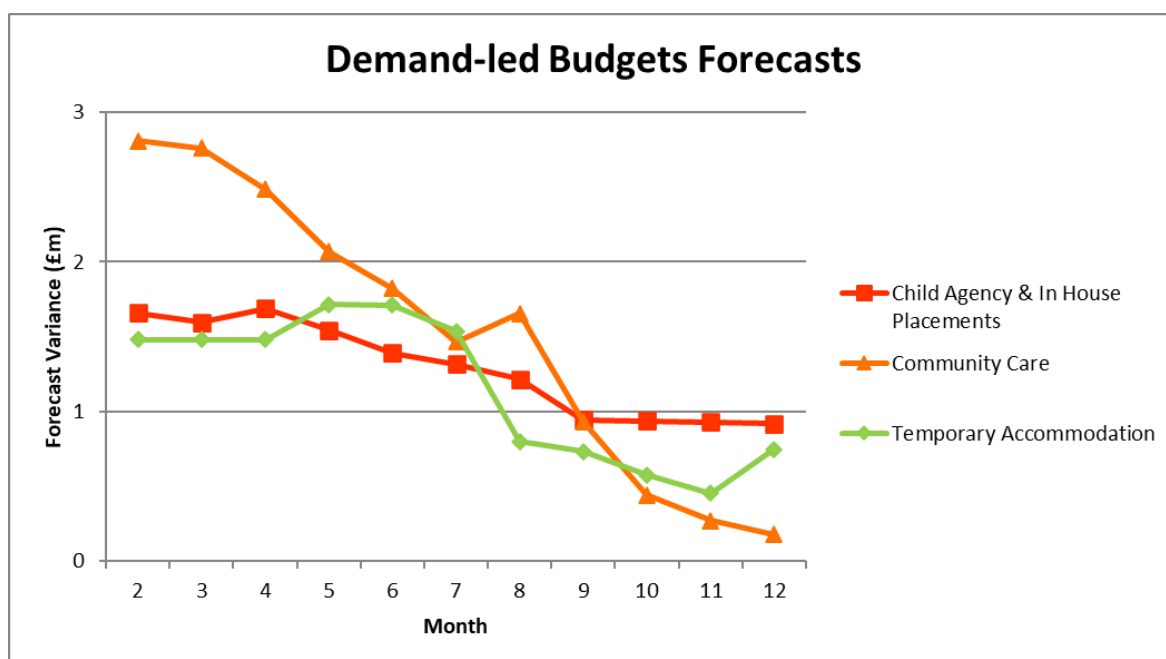


Demand-led Budgets

- 4.4 There are a number of budgets that carry potentially higher financial risks and therefore could have a material impact on the council's overall financial position. These are budgets of corporate significance where demand or activity is difficult to predict and where relatively small changes in demand can have significant implications for the council's budget strategy. These can include income related budgets. These therefore undergo more frequent and detailed analysis.

Forecast Variance Month 9 £'000		2022/23 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
	Demand-led Budget				
943	Child Agency & In House Placements	24,419	25,338	919	3.8%
933	Community Care	86,019	86,197	178	0.2%
734	Temporary Accommodation	2,899	3,647	748	25.8%
2,610	Total Demand-led Budget	113,337	115,182	1,845	1.6%

The chart below shows the monthly forecast variances on the demand-led budgets for 2022/23.



TBM Focus Areas

The main pressures identified at outturn are across parts of Families, Children & Learning, Homelessness, Transport, City Environmental Management and Culture, Tourism & Sport. Information about these pressures and measures to mitigate them are summarised below:

4.5 **Children's Services:** The final outturn position shows significant cost pressures: £0.770m on Children's Social Care Services, £0.576m on Adult Learning Disabilities Community Care, £0.624m on in-house adult provision and £1.106m on Home to School transport. These, together with other variances of (£0.239m) resulted in a year-end overspend of £2.837m. Key drivers of the overspend are as follows:

- Children in Care:** Between June 2020 and June 2022 the number of children in care rose by 4.5%. The post pandemic period has seen children with increasingly complex needs as well as problems in foster care recruitment causing an acute sufficiency issue making placing children in families either in-house or with external providers very difficult. This has inevitably led to increasing numbers of children being placed in residential homes or very expensive semi-independent placements. The impact of the increasing complexity of need has resulted in a small number of very high-cost placements with a combined cost of £1.872m at an average unit cost of £13,549 per week. The cost pressures on Residential and Semi-independence placements, resulting in a forecast overspend of £2.375m, has had a significantly adverse impact on the achievement of the 2022/23 savings measures. While a number of the savings targets have been wholly or partially achieved, as a direct result of the sufficiency and complexity pressures identified above the result is unachieved savings of £1.034m.
- Care Leavers:** The number of care leavers requiring financial support for accommodation has been steadily rising over the last 12 months. As at 31st March 2023 there were 153 care leavers in receipt of financial support compared with 134 at the same time last year – a rise of 14%. The result is the forecast overspend of £0.357m for care leaver expenditure.

- **Adults with Learning Disabilities (Community Care):** The 2022/23 community care budget allowed an initial 2% across-the-board fee uplift to all providers across all care types. However, due to issues such as the increase in the cost of living and the higher than anticipated increase in the living wage, additional uplifts have had to be applied to providers to support with unavoidable increased costs. These additional uplifts equated to approximately £0.600m, and this is very comparable to the year-end outturn position which was an overspend of £0.576m (equivalent to just under 2% of the community care budget). For 2022/23, the savings target of £0.926m within the Adult LD community care budget was largely achieved through the specific savings strategies set out in the 2022/23 corporate budget proposals. At year-end savings of £0.853m were realised against this target
- **Home to School Transport:** There were several factors contributing to the overspend in Home to School Transport. These included increased demand on the service (both at 5-16 ages, and 16 up until 19th birthday), increased numbers of children requiring single occupancy journeys (16% increase on last year), settings outside of the city being named in EHCPs (13% increase on last year) and increased contract prices on routes which accommodate dual placements, part-time timetables, alternative provision, and post 16 provision.

Local driver, vehicle passenger assistants, and vehicle shortages and increased fuel costs resulted in the service receiving fewer and more costly bids on routes. These shortages were not unique to B&H and were seen across the country and a benchmarking exercise was underway to ascertain the scale of the problem by the DfE who declared that nationally HTST was at significant risk of failure due to the unprecedented issues. There was increasingly less capacity in the local system to meet the increasing demand, not just in the numbers of children requiring transport but the nature of the transport requirements.

Elsewhere, the outturn for the 2022/23 central Dedicated Schools Grant is an underspend of £0.368m which will remain ringfenced and be carried forward into 2023/24 as required. The details are described in Appendix 4.

- 4.6 **Adults Services:** The service faced significant challenges in 2022/23 in mitigating the risks arising from increasing demands from client needs, supporting more people to be discharged from hospital when they are ready and maintaining a resilient local provider market. It is to be noted that this is after applying service pressure funding of £3.211m in 2022/23 which has been used to fund budget pressures resulting from the increased complexity and costs of care.

£1.344m of the £2.353m 2022/23 savings plan were not achieved this financial year, and this is accounted for in the reported underspend of £2.138m. There are continued actions focussing on attempting to manage demand on and costs of community care placements across Assessment Services and making the most efficient use of available funds. There were additional one-off grants allocated to the service to support hospital discharges and reduce associated pressures on the NHS, which has helped mitigate pressures within the directorate this financial year.

The HASC directorate has a Modernisation Programme which aims to implement a consistent strengths-based approach across key work streams, ensuring robust pathways are in place, developing a community reablement offer and re-

designing the front door service. Currently the Health & Social Care system is under considerable pressure, and this is generating additional costs for the council due to:

- Pressures on the system due to short-term grant monies and no long-term funding solution;
- Significant pressures on the acute hospital resulting in increased costs to support timely discharge into residential, nursing and home care;
- Pressures on NHS outreach and other preventative services including community nursing (known as Integrated Primary Care Teams);
- Workforce capacity challenges across adult social care services.

The funding of all care packages is scrutinised for Value for Money, ensuring that eligible needs are met in the most cost-effective manner which will not always meet people's aspirations. Established safeguards are in place to provide assurance within this process.

4.7 Housing Services and Temporary Accommodation (TA): Overall these services overspent by £0.748m. The overspend relates to the following elements:

An overspend of £0.092m on employee costs across TA and Emergency Accommodation (EA).

Overall numbers in EA did reduce significantly from 688 to 523 as part of the savings target for 2022/23. However, EA overspent by £0.043m due to an increase in the volume of households being placed in the last few months of 2022/23. Original savings plans had assumed spot purchase TA would reduce to 45 households, but at the end of March there were 128. The trend of increasing EA numbers is continuing into 2023/24, driven largely by an increase in private landlords selling properties and evicting tenants as a result. There is also an increase in the number of households being placed due to fleeing from domestic abuse. The service is analysing each placement to identify any opportunities to better prevent homelessness and understand the reasons for this and whether this is a sign of a wider trend in increasing demand due to the hardship people are facing as a result of the higher cost of living. Teams from across the service are also reviewing households in spot purchase and prioritising actions to move them on from this type of accommodation.

The cost of private sector leased TA has overspent by £0.613m. Repairs costs have increased substantially compared to 2021/22, and this element of the budget is overspent by £0.464m. This has been driven by the fact that a high number of Private Sector Leased properties on long term leases have come to an end. This has resulted in high levels of repairs (at an inflated rate) before the property can be let again. There is also an overspend on the contribution to the bad debt provision of £0.150m and £0.172m on Housing Benefit Subsidy. The current number of empty leased properties in TA has steadily reduced this year as the backlog of works were cleared. However, there were still more properties empty for longer than the budget allowed for and the budget for rent loss and council tax on voids has overspent by £0.091m. The rental costs of private sector leased properties for TA have continued to rise as landlords seek higher rents to match the current market conditions but there are now fewer properties, and so the net rental costs are underspent by (£0.342m) with further minor overspends across this service of £0.078m.

Separately to this, Seaside Homes has overspent by £0.730m due to similar pressures on repairs costs, the contribution to bad debt provision and void rent loss due to backlogs caused by the pandemic and current inflationary pressures.

There is also a further overspend of £0.193m associated with the provision of additional emergency hotel accommodation originally acquired early in the pandemic as a result of the Government's 'Everyone In' Initiative and retained statutory homeless provision due to ongoing demand. This is due to the two remaining hotels being decanted later than anticipated. With all hotels now decanted, there should be no further costs relating to this service.

There has also been an overspend in accommodation provided under the Severe Weather Emergency Protocol (SWEP). SWEP is local government's emergency response to accommodating rough sleepers during extreme weather events, but as an emergency response is not eligible to be covered by government grant. This service overspent by £0.178m due to a combination of more extreme weather events during 2022/23, as well the need to provide this offer as 'non-congregate accommodation' to reduce the risk of spreading COVID-19. This pressure is likely to be similar for 2023/24

For 2022/23, the housing service had a one-off budget of £1.280m (carried forward from 2021/22) for homelessness prevention to relieve the immediate rising cost of living pressures for households and therefore enable further reduction in EA/TA numbers. This budget underspent by £0.845m which meant that the true overspend level was largely alleviated in-year. This budget will not be available for 2023/24.

Even though numbers of households in EA and TA have reduced and the majority of the planned £1.780m of savings have been made, the service is still overspending, largely as a result of inflationary pressures on repairs, higher void levels early in the year and inflated rental costs of TA and EA. Also, during March the numbers of homeless being placed has risen and if this trend continues, further budget pressures could arise in 2023/24, especially given the challenging savings targets.

Housing is continuing to seek cost reductions through the continuation of the Homelessness Transformation Programme which is an 'end-to-end' improvement programme to help the service improve its processes for reducing the use and length of stay in Temporary Accommodation by improving homeless prevention and enabling move-on to more sustainable accommodation. The service has reduced the number of blocked booked emergency accommodation properties it holds by 120 during 2022/23 through a combination of better prevention from homelessness and improved move-on. However, as mentioned above, more recent data for March, April and May is showing an increase in the number of homeless clients needing emergency accommodation. Further efficiencies will be sought by (for example) continuing to improve the prevention of homelessness, improve void turnaround times in emergency accommodation, and improving income collection thereby continuing to reduce costs in line with the budget strategy.

- 4.8 **Environment, Economy & Culture:** The Directorate has substantial income budgets for parking, planning and venues and for the council's commercial property portfolio, all of which are dependent on visitor numbers and commercial activity. There has also been challenging savings to be achieved in-year of which most relate to additional income. Of the £2.730m savings proposed for the

2022/23 financial year £1.130m net of pressures is achieved or anticipated to be achieved, with the remaining £1.600m unachieved.

The most significant areas of shortfall are £0.605m for parking tariff increases, £0.689m for resident permit increases where demand has reduced, £0.070m reduction of agency budgets for City Clean, £0.057m for increased Development Planning fees & charges and reduction of maintenance budgets of £0.080m within Property. These activities and services had been heavily impacted by COVID-19 in previous years and the services are starting to see recovery, but these ongoing targets will only be achieved if demand returns fully to pre-pandemic levels.

Other pressures within the directorate have been identified where costs have been increasing greater than the budgets available including contract costs under the Royal Pavilion & Museums Trust and Brighton Dome & Brighton Festival Arts Funding within culture. The final outturn position has improved since Month 9, reflecting those identified pressures but offset by greater Traffic Management fee income, improvements to incomes in Venues, improvements to seafront rents and further reductions in supplies & services and staffing costs as a result of the financial control measures introduced in the year.

The overall position has seen the EEC Outturn overspend improve by £0.506m between Month 9 and Outturn from £0.604m overspend to £0.098m overspend, though there are variances across each service.

- 4.9 **Governance, People and Resources:** There is a final pressure of £1.478m relating to current and former Orbis services which is split into three main components as follows:

£0.680m relates to the financial impact of disaggregating (withdrawing) various services including Business Operations (now part of Welfare, Revenues & Business Support), Finance, and HR. This relates both to the impact of reversing previously integrated roles, resulting in an associated loss of economies, as well as the realisation of unachieved savings in Business Operations due to the divergence of the partners' business requirements, including the procurement of different corporate HR and Finance systems, and the associated impact on being unable to achieve the planned integration and standardisation of services.

BHCC's contribution to the Partnership has also increased by £0.900m in respect of continuing Orbis services. However, this cost primarily relates to IT&D and includes revenue and capital financing costs of addressing historic under-investment including infrastructure, WAN, security, digital and service requirements in BHCC, together with an increase in service demands, for which it is required to contribute a higher contribution under the terms of the Inter-Authority Agreement.

The separate surplus relating to BHCC's share of an expected Orbis Partnership underspend on remaining partnership services of £0.499m in 2022/23 is currently £0.102m.

The overall Orbis-related overspend was offset by underspends in other service areas. There was an underspend of £0.502m in locally-held IT&D budgets (known as 'MOBO' budgets) mostly due to vacancy management and £0.496m in Customer Modernisation & Data which was due to vacancy management of £0.250m, and unrequired corporate funding of £0.246m in respect of PPE.

- 4.10 **Corporately-held Budgets:** There is a final overspend of £2.623m on corporately-held budgets, however, this is primarily because the projected

additional costs of the NJC Local Government 2022/23 pay award are held on this budget line. The projected additional cost is £5.067m which is based on the employers' pay award offer of a £1,925 flat-rate increase for all NJC salaries plus an uplift of allowances and an additional day's leave. This is £0.522m higher than initially estimated. This is equivalent to a 6.3% increase on the payroll compared with the 2% increase included in the budget for 2022/23. This pressure is after allowing for the £1.260m remaining one-off provision for pay from the 2021/22 outturn.

There is also a final pressure of £1.430m on Housing Benefit Subsidy income. Of this pressure, £0.598m relates to a particular benefit type for vulnerable tenants (Regulation 13) which is not fully subsidised. This is being investigated to fully understand the reasons for the growth in this area and identify potential actions to minimise future subsidy losses. There is also a pressure of £0.891m on the net recovery of overpayments and other areas. This is offset by a small surplus on the recovery of overpaid former Council Tax Benefit of £0.059m.

The above are partially offset by increased investment income of £2.495m from investing cash balances, which is predominantly due to the increasing interest rate environment which is driving up investment returns. There is a saving of £0.406m following the reversal of the National Insurance increase from November and £0.383m following the release of unrequired contingency items. There is additional grant income of £0.496m in 2022/23 following the announcement of a redistribution of the national Business Rates Retention Levy surplus and £0.528m following the release of unrequired provision following the settlement of an HSE case.

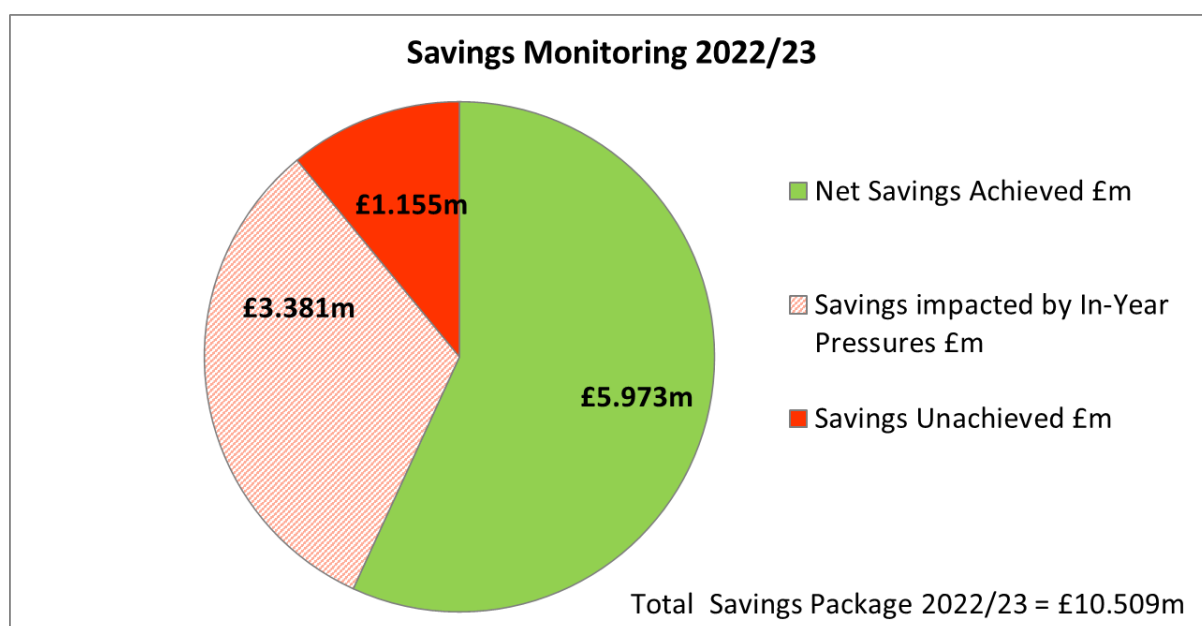
Carry Forward Requests (Appendix 5)

- 4.11 Under the council's Financial Regulations, the S151 Chief Finance Officer may agree the carry forward of budget of up to £0.050m per member of the Corporate Management Team (up to a maximum of £1m in total) if it is considered that this incentivises good financial management. However, due to the challenging financial situation, all requests are being presented to this committee for consideration. Similarly, carry forwards have only been proposed where there is clear evidence of a fully-funded, prior commitment that was not able to be completed or undertaken by the end of the financial year. This will normally be supported by a contractual or purchase order commitment.
- 4.12 Carry forward requests include grant funded and non-grant funded carry forwards totalling £7.912m which have been assumed in the outturn figures above. An analysis of these is provided in Appendix 5 split into two categories as follows:
- i) The non-grant funded element of carry forwards totals £2.267m. These items have been proposed where funding is in place for contractual commitments, existing projects or partnership working that cross over financial years and it is therefore due to a timing issue that this money has not been spent in full before the year-end.
 - ii) The grant funded element of carry forwards totals £5.645m. Under current financial reporting standards, grants received by the council that are unringfenced or do not have any conditions attached are now recognised as income in the financial year in which they are received rather than in the year in which they are used to support services. Carry forward is therefore required to ensure the grants are available to fund the commitments against them next year. The total also includes a sum of £0.368m relating to the Dedicated Schools Grant. Under the Schools Finance Regulations, the

unspent part of the DSG must be carried forward to support the schools budget in future years.

Monitoring Savings

- 4.13 The savings package approved by full Council to support the revenue budget position in 2022/23 was £10.509m following directly on from a £10.687m savings package in 2021/22. This is very significant and follows 12 years of substantial packages totalling over £198m that have been necessary to enable cost and demand increases to be funded alongside managing substantial reductions in central government grant funding.
- 4.14 Appendix 4 provides a summary of savings in each directorate and indicates in total what is anticipated/achieved, what has been offset by in year pressures and the net position of savings at risk. Appendix 5 summarises the position across all directorates and presents the entire savings programme. The graph below provides a summary of the position as at outturn and shows that gross savings of £9.354m have been achieved but that inflationary pressures (exceptional price increases) have reduced this by £3.381m. Including other unachievable savings of £1.155m, this means that a total of £4.536m (43%) was unachieved in 2022/23.



5 Housing Revenue Account Performance (Appendix 4)

- 5.1 The Housing Revenue Account is a separate ring-fenced account which covers income and expenditure related to the management and operation of the council's housing stock. Expenditure is generally funded by Council Tenants' rents and housing benefits (rent rebates). Overall the HRA is reporting a break even position and more details are provided below and in Appendix 4.

The outturn for service delivery areas excluding capital financing for 2022/23 is an overspend of £1.401m. During the year, the HRA has had to manage the rising cost of inflation, including costs of utilities and repairs to tenants' homes. Alongside this there has been increasing need of support for tenants. This year has also seen an increase in the use of temporary accommodation which is directly linked to the housing allocation policy.

Rent loss continued to provide a challenge during the year and as such at the start of the year a fortnightly rent loss recovery group was set up, tasked with bringing the number of empty properties down to pre-pandemic levels. The introduction of this group resulted in the number of empty properties reducing to 180 at 31st March 2023 down from 251 the previous year. The HRA also saw the number of re-let's hit the highest levels of 639 homes in addition to a reduction in the key-to-key re-let time from 210 calendar days to 125 calendar days. Despite overspending against the allocated 2022/23 budget by £0.384m the year-on-year rent loss reduced by 25%.

Financing costs increased during the year as a result of borrowing being undertaken earlier than anticipated in order to take advantage of more favourable interest rates; this resulted in an overspend of £0.662m. Although this created a short-term pressure in 2022/23, over the long term this is a positive decision for the HRA as financing costs will be lower than if a decision to borrow had been delayed.

The reported overspend also includes the use of £0.560m from the earmarked reserve set aside in February 2022 to deal with the repairs backlog which has accumulated since the COVID-19 pandemic.

The HRA has to remain in balance and needs to consider the use of all resources at its disposal to achieve this. The £1.401m overspend has been managed by using the Direct Revenue Funding (DRF) Contribution which had been set aside to fund the capital programme at the start of the financial year. The DRF at 1st April 2022 was £19.622m of which only £17.541m is required to fund the capital investment in existing stock. The balance of £2.081m has therefore been deployed to mitigate the overspend with the remaining balance of £0.680m being added to the HRA general reserve.

6 Schools and Dedicated Schools Grant Performance (Appendix 4)

- 6.1 The Dedicated Schools Grant (DSG) is a ring-fenced grant which can only be used to fund expenditure on the schools budget. The schools budget includes elements for a range of services provided on an authority-wide basis including early years education provided by the Private, Voluntary and Independent (PVI) sector, and the Individual Schools Budget (ISB) which is divided into a budget share for each maintained school. At the end of the 2022/23 financial year there was an underspend of £0.368m on the central Dedicated Schools Grant covering Early Years, High Needs and Central Services blocks. The underspend of £0.368m is carried forward and is available for one-off use in 2023/24. However, the January 2023 early years census data showed a reduction in children compared to the position in January 2022 and this means there will be a retrospective clawback made by DfE estimated at £0.392m, which will fully use the 2022/23 underspend carried forward. More details are provided in Appendix 4.
- 6.2 At the end of the 2022/23 financial year school balances have reduced from £8.135m to £4.540m. This represents a reduction in school balances of £3.595m, with balances reducing across all phases of education as summarised below:

School Balances	Nursery £'000	Primary £'000	Secondary £'000	Special £'000	Total £'000

2021/22 school balances	-20	3,685	4,561	-91	8,135
2022/23 school balances	-81	1,185	3,573	-137	4,540
Movement	-61	-2,500	-988	-46	-3,595

- 6.3 There was a significant increase in the number of schools with overspends at the end of the 2022/23 financial year. The final position shows that out of 62 local authority maintained schools, there are 26 (42%) that ended the year in an overspend position. There is also expected to be a significant increase in those likely to require a 'licensed deficit' in 2023/24 - a mechanism enabling financially struggling schools to achieve a balanced budget over more than one year.
- 6.4 Current indications are that the number of schools requiring licensed deficits will increase from 13 in 2022/23 to approximately 35 in 2023/24. Discussions with schools are ongoing regarding licensed deficit requirements for 2023/24 and are subject to agreement by the Chief Finance Officer and Executive Director of Families, Children & Learning in July 2023. The most significant pressure is on primary schools where potentially 30 out of 49 schools (61%) will require licensed deficits.

7 NHS Managed S75 Partnership Performance (Appendix 4)

- 7.1 The NHS Trust-managed Section 75 Services represent those services for which local NHS Trusts act as the Host Provider under Section 75 Agreements. Services are managed by Sussex Partnership Foundation Trust (SPFT) and include health and social care services for Adult Mental Health and Memory and Cognitive Support Services.
- 7.2 This partnership is subject to separate annual risk-sharing arrangements and the monitoring of financial performance is the responsibility of the respective host NHS Trust provider. Risk-sharing arrangements result in financial implications for the council where a partnership is underspent or overspent at year-end and hence the performance of the partnership is included within the provisional outturn for the Health & Adult Social Care directorate. The provisional outturn is an underspend of £0.562m and more details are provided in Appendix 4.

8 Capital Programme Performance and Changes

- 8.1 The Capital programme spans more than one financial year and therefore monitoring is different to that of the revenue budget. Performance needs to be looked at from 5 different viewpoints at the end of the year as follows:
- i) Variance: The 'variance' for a scheme or project indicates whether it has broken-even, underspent or overspent. If the project is completed, any underspend or overspend will be an outturn variance. Generally, only explanations of significant forecast variances of £0.100m or greater are given.
 - ii) Budget Variations: These are changes to the project budget within year, requiring members' approval, and do not change future year projections. The main reason for budget variations is where capital grant or external income changes in year.
 - iii) Slippage: This indicates whether or not a scheme or project is on schedule. Slippage of expenditure from one year into another will generally indicate overall delays to a project although some projects can 'catch up' at a later date. Some slippage is normal due to a wide variety of factors affecting capital projects, however substantial amounts of slippage across a number of projects could result in the council losing capital resources (e.g. capital

grants) or being unable to manage the cashflow or timing impact of later payments or related borrowing. Wherever possible, the council aims to keep slippage below 5% of the total capital programme.

- iv) **Reprofiling:** Reprofiling of budget from one year into another is requested by project managers when they become aware of changes or delays to implementation timetables due to unforeseeable reasons outside the council's direct control. Reprofiling requests are checked in advance by Finance to ensure there is no impact on the council's capital resources before they are recommended to Policy & Resources Committee.
- v) **IFRS changes:** These accounting adjustments are only applied at year-end and are necessary for the council to comply with International Financial Reporting Standards (IFRS) for the Statement of Accounts. This concerns the determination of items of expenditure as either capital or revenue expenditure. Only items meeting the IFRS definition of capital expenditure can be capitalised; expenditure not meeting this definition must be charged to the revenue account.

For many capital schemes there may be instances where some of the costs are of a day-to-day servicing nature and are not true capital expenditure. It would be impractical for an authority to assess every item of expenditure when it is incurred as to whether or not it has enhanced an asset. A practical solution is therefore applied instead and as part of the closure of accounts process an assessment is made by capital programme managers and Finance to determine the correct classification of capital or revenue. Where an element of the scheme is deemed to be revenue, the capital budgets are reduced by the same amount as the items that are subsequently charged to the revenue account to ensure no overall budgetary impact. These changes are designated as 'IFRS Adjustments' in Appendix 7.

- 8.2 The table below provides a summary of capital programme performance by Directorate and shows that there is an overall underspend of £2.661m which is detailed in Appendix 7.

Forecast Variance Month 9 £'000		Reported Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
	Directorate				
(35)	Families, Children & Learning	8,525	8,483	(42)	-0.49%
58	Health & Adult Social Care	483	483	0	0.00%
0	Economy, Environment & Culture	47,161	46,709	(452)	-0.96%
(140)	Housing, Neighbourhoods & Communities	5,938	5,440	(498)	-8.39%
(770)	Housing Revenue Account	73,718	72,049	(1,669)	-2.26%
(115)	Governance, People & Resources	2,188	2,188	0	0.00%
(1,002)	Total Capital	138,013	135,352	(2,661)	-1.93%

(Note: Summary may include minor rounding differences to Appendix 7)

- 8.3 Appendix 7 shows the changes to the 2022/23 capital budget. Policy & Resources Committee's approval for these changes is required under the council's Financial Regulations. The following table shows the movement in the capital budget since approval in the Month 9 report.

Summary of Capital Budget Movement	Reported Budget Month 12 £'000
Budget approved as at Month 9	161,242
Reported at other committees and IFRS changes (for noting only)	130
New schemes (for approval)	200
Variations to budget (for approval)	1,738
Reprofiling of budget (for approval)	(23,263)
Slippage (for noting only)	(2,034)
Total Capital	138,013

- 8.4 Appendix 7 also details any slippage into next year. In total, project managers have forecast that £2.034m of the capital budget may slip into the next financial year and this equates to approximately 1.47% of the capital budget. The Committee will note the unusually high reprofiling requirement which is a consequence of a wide range of delays due to working restrictions, procurement delays, supply chain issues, recruitment and skills challenges, impacts on consultation processes and many other impacts.

9 Implications for the Medium Term Financial Strategy (MTFS)

- 9.1 The council's MTFS sets out resource assumptions and projections over a longer term. It is periodically updated including a major annual update which is included in the annual revenue budget report to Policy & Resources Committee and full Council. This section highlights any potential implications for the current MTFS arising from the 2022/23 financial year and details any changes to financial risks together with any impact on associated risk provisions, reserves and contingencies. Details of Capital Receipts and Collection Fund performance are also given below because of their potential impact on future resources.

Capital Receipts Performance

- 9.2 Capital receipts are used to support the capital investment programme. For 2022/23 a total of £1.147m capital receipts (excluding 'right to buy' sales) have been received. Receipts include the sale of Patcham Place Lodge plus a number of lease extension, lease re-gear payments, lease premium payments and some loan repayments. The receipts total also includes the disposal of old vehicles for Adult Social Care services.
- 9.3 The Government receives a proportion of the proceeds from 'right to buy' sales with a proportion required by the council to repay debt; the remainder is retained by the council and used to fund the capital investment programme. The total net usable receipts for 'right to buy' sales in 2022/23 is £5.996m including £5.465m available for replacement homes.

Collection Fund Performance

- 9.4 The overall net Collection Fund deficit for Brighton & Hove City Council in 2022/23 is £1.200m, including the 3rd instalment of the repayment of the Covid deficit repayable over 3 years. This is an improvement of £0.218m on the position

reported to February Budget Council and incorporated in the 2023/24 revenue budget.

- 9.5 The Collection Fund is a separate account for transactions in relation to council tax and business rates. Any deficit or surplus forecast on the collection fund relating to council tax is distributed between the council, Sussex Police & Crime Commissioner and East Sussex Fire Authority, whereas any forecast deficit or surplus relating to business rates is shared between the council, East Sussex Fire Authority and the government.
- 9.6 The council tax collection fund ended the year with an overall deficit of £3.582m which was a £0.007m decrease from the previously forecast position. The deficit includes the final instalment of £1.791m from the planned 3-year spread of repayment relating to Covid from 2020/21 to be made in 2023/24. The remainder of the deficit arose mainly from a combination of exemption and discounts with the main two being the backdated cost of severely mentally impaired exemption awards and an increasing council tax reduction discount caseload. The council's share of the improved deficit of £0.007m is £0.006m and this will be incorporated into the surplus / deficit position for the 2024/25 budget.
- 9.7 The council's share of the business rates collection fund ended the year with a net surplus of £1.785m after allowing for S31 compensation grant funding and is an increase of £0.212m from the previously forecast position. The surplus has arisen from a combination of the partial release of appeals provisions for both the 2010 and 2017 lists as well as reduced award of mandatory charity relief and increased liability. The £0.212m will be incorporated into the surplus / deficit position for the 2024/25 budget.

Reserves, Budget Transfers and Commitments

- 9.8 The creation or redesignation of reserves, the approval of budget transfers (virements) of over £0.250m, and agreement to new financial commitments of corporate financial significance require Strategy, Finance & City Regeneration Committee's approval in accordance with the council's Financial Regulations and Standard Financial Procedures.
- 9.9 As normal, the council's reserves and provisions have been fully reviewed as part of the annual closure of accounts process and a schedule of the reserves is shown at Appendix 9. Current reserves and balances are considered to be appropriate to meet identified risks and expected commitments and liabilities. Similarly, provisions identified during the closedown process are considered appropriate and reasonable (including one proposed new provision below) and will be subject to review by the external auditor to ensure they adequately reflect identified liabilities and obligations.
- 9.10 It is proposed to establish a 10-Year Lease Dilapidation Costs Provision, initially for £0.039m, in the Housing General Fund. This is to build up necessary provision for dilapidation costs at the end of 10-year leases for Temporary Accommodation properties.

10 ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 10.1 The provisional outturn position on council controlled budgets is an overspend of £3.020m including the council's risk-share of the provisional underspend on NHS managed Section 75 services of £0.562m. This is an improvement of £3.553m compared with the projected position at Month 9 and an improvement of £1.553m on the position assumed in the budget setting process. Together with the net pressure on one-off resources, including the Collection Fund deficit, of £0.356m

reported in the February budget report, this means that £3.376m will need to be met from the council's Working Balance of £9m which it is planned to repay over the Medium Term Financial Strategy from 2024/25 to 2026/27 at a rate of £1.125m per annum.

11 COMMUNITY ENGAGEMENT & CONSULTATION

- 11.1 No specific consultation has been undertaken in relation to this report.

12 CONCLUSION AND COMMENTS OF THE CHIEF FINANCE OFFICER (S151 OFFICER)

- 12.1 The council has incurred an overspend of £3.020m for the 2022/23 financial year due primarily to the exceptional inflationary pressures experienced during the year. However, this position is an improvement of £3.553m compared with the forecast position at Month 9 and is therefore £1.553m better than the outturn assumed in the 2023/24 Revenue Budget report to Budget Council in February 2023. While this is a challenging position, the overspend is substantially improved compared to early forecasts (which reached over £13m) and reflects efforts to manage costs, demands and contractual uplifts as well as the impact of recruitment controls from September onward. As noted in paragraph 4.1, this is an overspend of 1.3% on the General Fund against a backdrop of inflation running at between 4% to 7% higher than assumed in the 2022/23 budget across the various expenditure categories, including pay.

13 FINANCIAL AND OTHER IMPLICATIONS

Financial Implications:

- 13.1 The financial implications are covered in the main body of the report. Financial performance is kept under review on a monthly basis by the Executive Leadership Team and members and the management and treatment of strategic financial risks is considered by the Audit & Standards Committee.

Finance Officer Consulted: Jeff Coates Date: 26/05/2023

Legal Implications:

Decisions taken in relation to the budget must enable the council to observe its legal duty to achieve best value by securing continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. The council must also comply with its general fiduciary duties to its Council Tax payers by acting with financial prudence, and bear in mind the reserve powers of the Secretary of State under the Local Government Act 1999 to limit Council Tax & precepts.

Lawyer Consulted: Elizabeth Culbert Date: 30/05/2023

Equalities Implications:

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

Sustainability Implications:

- 13.3 Although there are no direct sustainability implications arising from this report, the council's financial position is an important aspect of its ability to meet Corporate Plan and Medium Term Financial Strategy priorities. The achievement of a break-even position or better is therefore important in the context of ensuring that there are no adverse impacts on future financial years from performance in 2022/23.

Risk and Opportunity Management Implications:

- 13.4 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 recommended minimum working balance of £9.000m to mitigate these risks. The council also maintains other general and earmarked reserves and contingencies to cover specific project or contractual risks and commitments and which also help to manage unexpected financial shocks.

SUPPORTING DOCUMENTATION

Appendices:

1. Financial Dashboard Summary
2. Revenue Budget Movement Since Month 9
3. Revenue Budget Performance RAG Rating
4. Revenue Budget Performance
5. Year-end Carry Forward Requests
6. 2022/23 Savings Monitoring
7. Capital Programme Performance
8. New Capital Schemes
9. Schedule of Reserves

Documents in Members' Rooms:

None.

Background Documents

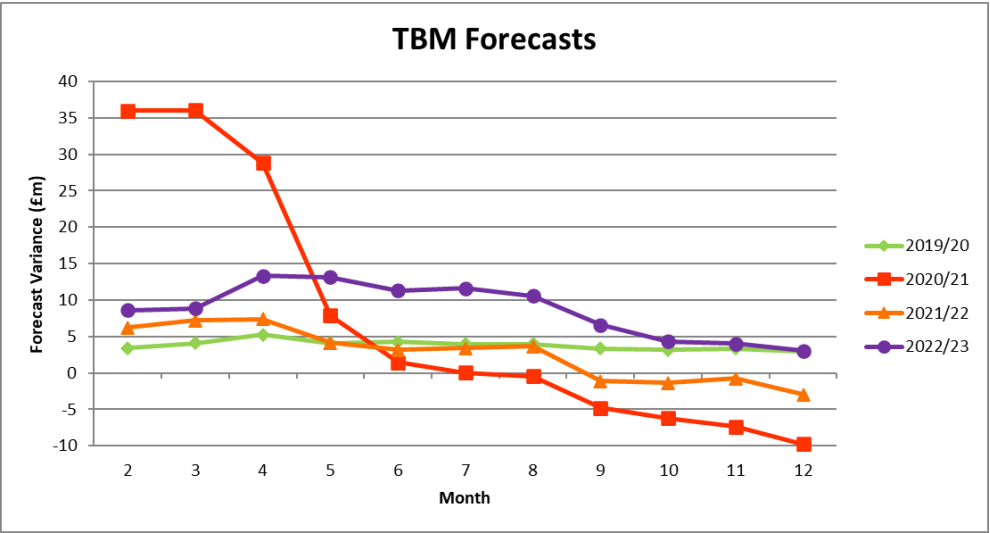
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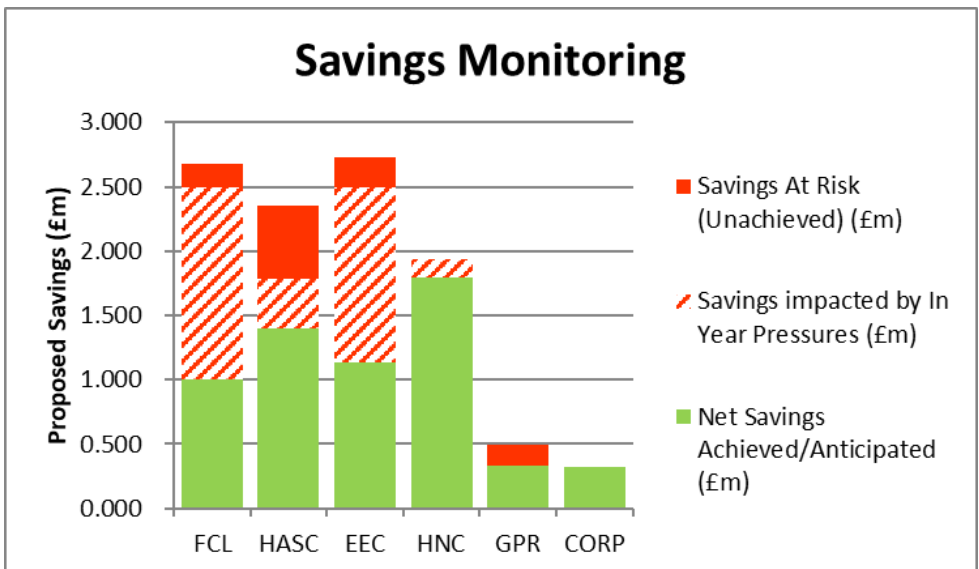
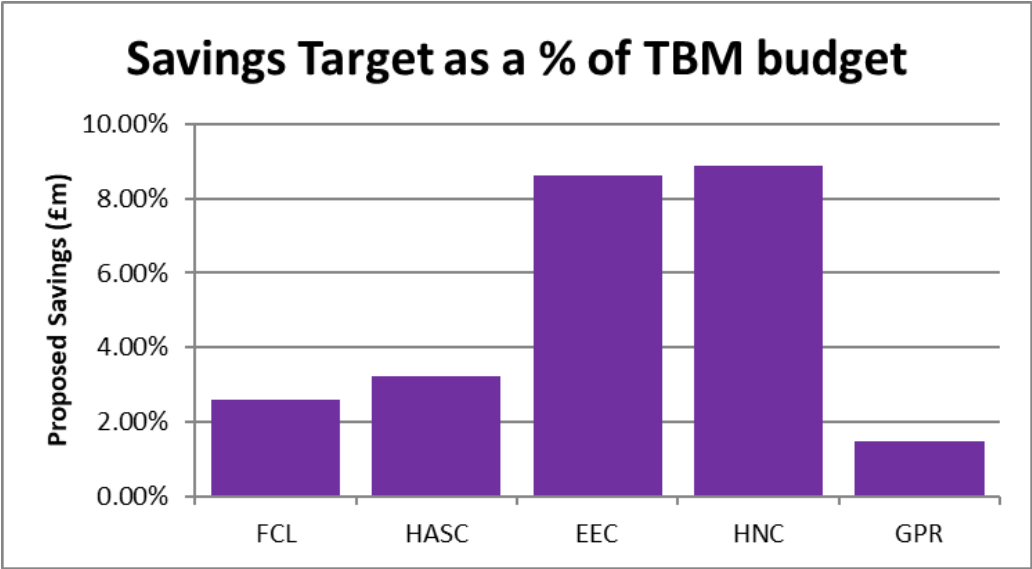
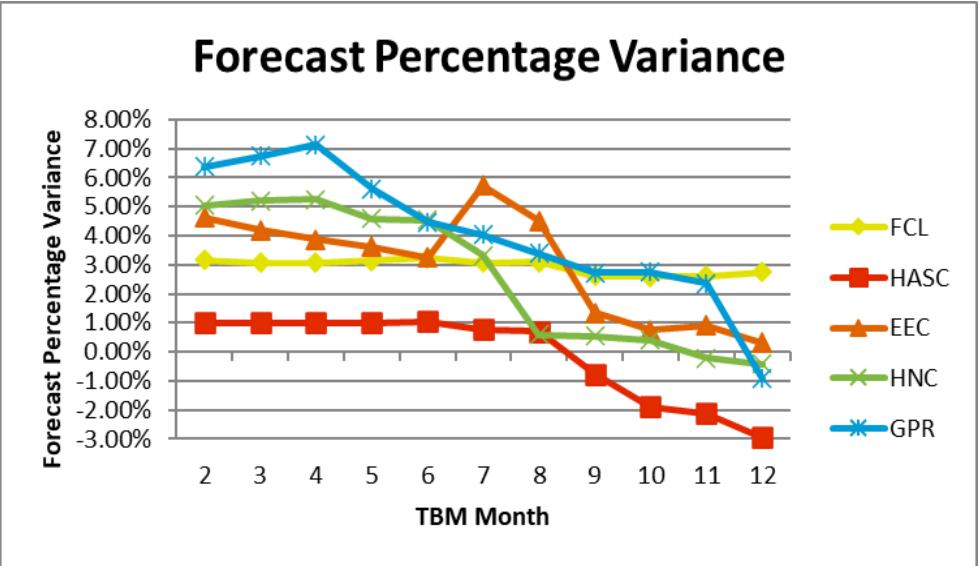
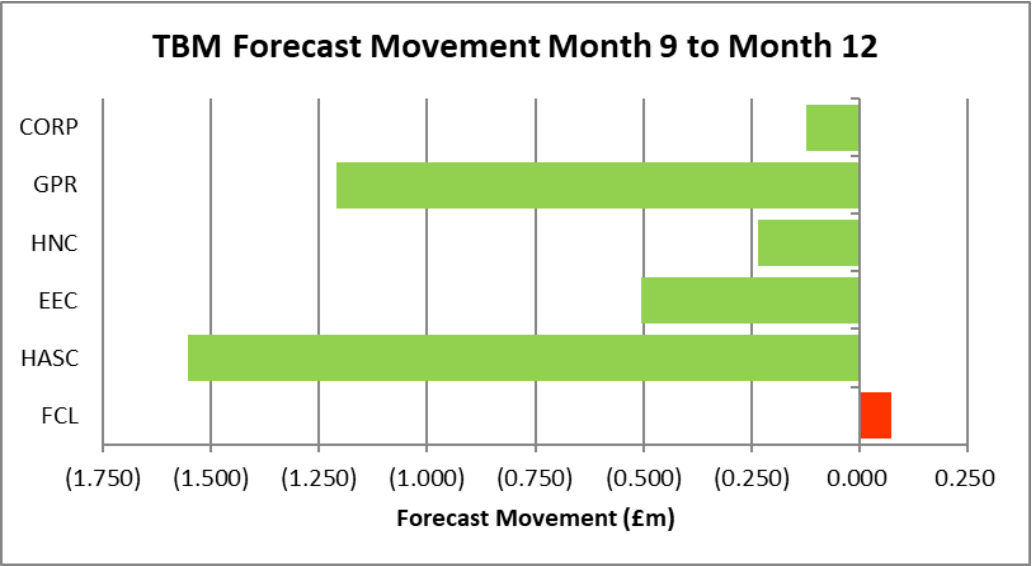


Red = overspent.
Green = Underspent.
Size of bubble indicates scale of under or overspend.
If a directorate is not shown then a break even position is forecast.

Direction of Travel				
Directorate/Fund	Provisional Variance Month 12	Provisional Variance Month 12	Change From Month 9	RAG Rating Month 12
	£'000	%		
General Fund Services:				
Families, Children & Learning	2,837	2.8%	↓	Red
Health & Adult Social Care	(2,138)	-2.9%	↑	Green
Economy, Environment & Culture	98	0.3%	↑	Amber
Housing, Neighbourhoods & Communities	(92)	-0.4%	↑	Green
Governance, People & Resources	(308)	-0.9%	↑	Green
Corporately-held Budgets	2,623	7.9%	↑	Red
Total General Fund	3,020	1.3%	↑	Red
Dedicated Schools Grant (DSG)				
	(368)	-1051.4%	↑	Green
Housing Revenue Account				
	0	0.0%	↑	Green

↑ = Improving position, ↓ = Worsening position





Appendix 2 – Revenue Budget Movement Since Month 9

Service	Forecast Variance Month 9 £'000	Provisional Variance Month 12 £'000	Movement £'000	Explanation of Main Movements
Director of Families, Children & Learning	(5)	(5)	0	
Health, SEN & Disability Services	965	1,158	193	Mainly linked to Adult Provider Services and an increase in overspend at Beaconsfield Villas.
Education & Skills	1,050	927	(123)	Mainly relates to Early Years and a small reduction in the number of pupils on Home to School Transport.
Children's Safeguarding & Care	730	770	40	Minor movements.
Quality Assurance & Performance	23	(13)	(36)	Minor movements.
Total Families, Children & Learning	2,763	2,837	74	
Adult Social Care	539	(212)	(751)	Due to increased health contributions to Section 117 and temporary staff vacancies.
S75 Sussex Partnership Foundation Trust (SPFT)	(345)	(562)	(217)	Due to reductions in client numbers within Memory & Cognition support.
Integrated Commissioning	(738)	(1,198)	(460)	Better Care Fund risk share, temporary staffing vacancies and further delays to the planned service redesign.
Life Events	(42)	(166)	(124)	Increased client income.
Public Health	0	0	0	
Total Health & Adult Social Care	(586)	(2,138)	(1,552)	
Transport	422	7	(415)	Reductions in paid parking incomes of £0.453m offset against additional suspension income of £0.084m. Shortfall on anticipated uptake of concessionary taxis offered to disabled bus pass holders of £0.041m. Further fee income within Traffic Management including street works of (£0.192m), Hoarding Licence fees (£0.057m), Skips & Scaffold (£0.084m) and Traffic Regulation Orders (£0.066m) offset by additional costs of £0.098m relating to the Highways Services Contracts Support Framework Processes. Transport Policy and Strategy has a (£0.096m) improvement due to additional grants funding employment costs offset by Highways Development Control income not fully covering costs of £0.054m. Reductions in Bus Shelter repair and replacement costs of (£0.086m) and Bus

Appendix 2 – Revenue Budget Movement Since Month 9

Service	Forecast Variance Month 9 £'000	Provisional Variance Month 12 £'000	Movement £'000	Explanation of Main Movements
				Shelter advertising income greater than anticipated due to omitted prior year income now invoiced of (£0.167m).
City Environmental Management	243	341	98	Additional fuel and vehicle related costs as a result of vehicle breakdowns and rising costs. Additional funding received not previously reported for projects within City Parks. Additional staffing underspends within Strategy & Projects and City Parks due to vacancies following vacancy and expenditure controls.
City Development & Regeneration	(150)	(390)	(240)	Reduced and delayed spend in Sustainability of £0.077m. Spend reductions on professional and consultant fees in Planning Policy and Major Projects of £0.108m. Staffing vacancies and reduction in initiatives expenditure in Economic Development of £0.123m. Pressure due to share of attendance management charge (Goodshape) for the whole of EEC and interim director costs during the year of £0.092m.
Culture, Tourism & Sport	150	(106)	(256)	Increased costs of £0.288m to Royal Pavilion & Museums Trust under terms within the contract for salary pay awards in 2022/23. Greater than budgeted costs for Brighton Dome & Brighton Festival Arts Funding of £0.094m offset by vacancies held in the year within Arts of £0.086m following vacancy controls. Additional rental income of £0.435m for Sport & Leisure from turnover rents and Shelter Hall. Improved Venues income during Quarter 4 and spending controls of £0.111m.
Property	13	246	233	Underachieved income due to vacant units, NNDR pressures due to revaluations. Additional spend within planned maintenance for essential works. Higher than forecasted utility costs. Delays in projects resulting in Architecture & Design fee income lower than previously

Appendix 2 – Revenue Budget Movement Since Month 9

Service	Forecast Variance Month 9 £'000	Provisional Variance Month 12 £'000	Movement £'000	Explanation of Main Movements
				forecast. Costs previously within revenue for lift works appropriately charged to capital.
Further Financial Recovery Measures	(74)	0	74	Financial Recovery Measure reflected in Venues Service.
Total Economy, Environment & Culture	604	98	(506)	
Housing General Fund	366	439	73	A carry forward of £0.100m to repurpose the budget for the ethical lettings feasibility for an HMO licensing consultation; further repairs costs of £0.158m from the HRA for Seaside Homes and leased Temporary Accommodation. £0.178m overspend on SWEF, and an underspend of £0.349m on Housing Commissioning services for rough sleepers
Libraries	59	(28)	(87)	Staffing underspends of £0.075m.
Communities, Equalities & Third Sector	(137)	(181)	(44)	Community Engagement Staffing (£0.022m), Community Development (£0.019m).
Safer Communities	(144)	(322)	(178)	Underspend due to replacement of core funding with new grant funding (£0.165m).
Total Housing, Neighbourhoods & Communities	144	(92)	(236)	
Chief Executive Monitoring Office	8	(1)	(9)	Supplies and services underspends.
Policy & Communications	(41)	(274)	(233)	Higher recharges, unused corporate funding left as underspend.
Legal & Democratic Services	222	93	(129)	Lower staffing costs and higher recharges than expected.
Elections & Land Charges	68	49	(19)	Slightly higher income than forecast for land charges.
Customer Modernisation & Data	(200)	(496)	(296)	Corporate funding held back in respect of spending controls.
Finance (Mobo)	(126)	(104)	22	Higher staff costs than forecast.
Procurement (Mobo)	0	(17)	(17)	Supplies and services underspends.
HR & Organisational Development (Mobo)	(215)	(380)	(165)	Higher income than forecast and corporate funding held back in lieu of spending controls.
IT&D (Mobo)	(400)	(502)	(102)	Further management of vacancies.

Appendix 2 – Revenue Budget Movement Since Month 9

Service	Forecast Variance Month 9 £'000	Provisional Variance Month 12 £'000	Movement £'000	Explanation of Main Movements
Welfare Revenue & Business Support	146	(154)	(300)	Combination of increased underspends for staff and supplies and services and higher income than forecast (late receipt of new burdens funding).
Contribution to Orbis	1,440	1,478	38	Lower Orbis Partnership underspend than forecast.
Total Governance, People & Resources	902	(308)	(1,210)	
Bulk Insurance Premia	293	400	107	Increased cost for settlement of claims.
Capital Financing Costs	(2,441)	(2,495)	(54)	Higher interest rates and investment balances.
Levies & Precepts	0	0	0	
Unallocated Contingency & Risk Provisions	(383)	(383)	0	
Unringfenced Grants	(79)	(589)	(510)	£0.496m Business Rates Retention Levy surplus distributed to local authorities and £0.013m Transparency Code grant.
Housing Benefit Subsidy	761	1,430	669	£0.351m worsening on net recovery of overpayments and £0.318m of other movements.
Other Corporate Items	4,595	4,260	(335)	Release of unrequired provision of £0.528m following settlement of HSE case offset by £0.100m additional Homewood House Academisation provision.
Total Corporately-held Budgets	2,746	2,623	(123)	
Total General Fund	6,573	3,020	(3,553)	

Appendix 3 – Revenue Budget RAG Ratings

RAG Rating Key:	RAG for Service Areas	RAG for Directorates ⁽¹⁾	RAG for General Fund
Red	Forecast overspend of 5% or more or £0.100m whichever is lower	Forecast overspend of 5% or more or £0.250m whichever is lower	Forecast overspend of 0.5% or more or £1.000m whichever is lower
Amber	Forecast overspend of less than 5% of budget or £0.100m, whichever is lower.	Forecast overspend of less than 5% of budget or £0.250m, whichever is lower.	Forecast overspend of less than 0.5% of budget or £1.000m, whichever is lower.
Green	Breakeven or forecast underspend	Breakeven or forecast underspend	Breakeven or forecast underspend

Service	2022/23 Budget Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %	RAG Rating Month 12
Director of Families, Children & Learning	254	(5)	-2.0%	Green
Health, SEN & Disability Services	50,168	1,158	2.3%	Red
Education & Skills	8,025	927	11.6%	Red
Children's Safeguarding & Care	43,008	770	1.8%	Red
Quality Assurance & Performance	1,502	(13)	-0.9%	Green
Total Families, Children & Learning	102,957	2,837	2.8%	Red
Adult Social Care	46,803	(212)	-0.5%	Green
S75 Sussex Partnership Foundation Trust (SPFT)	22,836	(562)	-2.5%	Green
Integrated Commissioning	3,958	(1,198)	-30.3%	Green
Life Events	26	(166)	-638.5%	Green
Public Health	(1,005)	0	0.0%	Green
Total Health & Adult Social Care	72,618	(2,138)	-2.9%	Green
Transport	(6,538)	7	0.1%	Amber
City Environmental Management	30,389	341	1.1%	Red
City Development & Regeneration	1,378	(390)	-28.3%	Green
Culture, Tourism & Sport	4,622	(106)	-2.3%	Green
Property	1,752	246	14.0%	Red
Total Economy, Environment & Culture	31,603	98	0.3%	Amber
Housing General Fund	11,613	439	3.8%	Red
Libraries	3,617	(28)	-0.8%	Green
Communities, Equalities & Third Sector	3,211	(181)	-5.6%	Green
Safer Communities	3,313	(322)	-9.7%	Green
Total Housing, Neighbourhoods & Communities	21,754	(92)	-0.4%	Green
Chief Executive Monitoring Office	560	(1)	-0.2%	Green
Policy & Communications	1,819	(274)	-15.1%	Green
Legal & Democratic Services	3,284	93	2.8%	Amber
Elections & Land Charges	57	49	86.0%	Red
Customer Modernisation & Data	2,520	(496)	-19.7%	Green
Finance (Mobo)	2,016	(104)	-5.2%	Green
Procurement (Mobo)	(37)	(17)	-45.9%	Green
HR & Organisational Development (Mobo)	4,014	(380)	-9.5%	Green
IT&D (Mobo)	9,729	(502)	-5.2%	Green
Welfare Revenue & Business Support	8,392	(154)	-1.8%	Green
Contribution to Orbis	1,255	1,478	117.8%	Red
Total Governance, People & Resources	33,609	(308)	-0.9%	Green

Appendix 3 – Revenue Budget RAG Ratings

Service	2022/23 Budget Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %	RAG Rating Month 12
Sub Total	262,541	397	(0)	
Bulk Insurance Premia	3,352	400	11.9%	Red
Capital Financing Costs	15,322	(2,495)	-16.3%	Green
Levies & Precepts	219	0	0.0%	Green
Unallocated Contingency & Risk Provisions	793	(383)	-48.3%	Green
Unringfenced Grants	(49,730)	(589)	-1.2%	Green
Housing Benefit Subsidy	(751)	1,430	190.4%	Red
Other Corporate Items	(4,560)	4,260	93.4%	Red
Total Corporate Budgets	(35,355)	2,623	7.4%	Red
Total General Fund	227,186	3,020	1.3%	Red

Housing Revenue Account (HRA)				
Capital Financing	24,853	(730)	-2.9%	Green
Housing Management & Support	4,620	510	11.0%	Red
Housing Strategy & Supply	1,446	(264)	-18.3%	Green
Repairs & Maintenance	14,647	168	1.1%	Red
Housing Investment & Asset Management	2,698	(577)	-21.4%	Green
Tenancy Services	(48,264)	893	1.9%	Red
Total Housing Revenue Account	0	0	0.0%	Green

Dedicated Schools Grant (DSG)				
Individual Schools Budget (ISB)	133,427	0	0.0%	Green
Early Years Block (incl delegated to Schools)	14,039	(350)	-2.5%	Green
High Needs Block (excl delegated to Schools)	34,461	(18)	-0.1%	Green
Exceptions and Growth Fund	3,188	0	0.0%	Green
Grant Income	(185,080)	0	0.0%	Green
Total Dedicated Schools Grant (DSG)	35	(368)	-1,051.4%	Green

(¹) In the above tables the Dedicated Schools Grant and Housing Revenue Account are treated as Directorates for the purposes of RAG rating.

Families, Children & Learning

Revenue Budget Summary

Forecast Variance Month 9 £'000	Service	2022/23 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %	2022/23 Savings Proposed £'000	Net Savings Achieved £'000	Net Savings Unachieved £'000
(5)	Director of Families, Children & Learning	254	249	(5)	-2.0%	0	0	0
965	Health, SEN & Disability Services	50,168	51,326	1,158	2.3%	1,046	446	600
1,050	Education & Skills	8,025	8,952	927	11.6%	13	13	0
730	Children's Safeguarding & Care	43,008	43,778	770	1.8%	1,529	452	1,077
23	Quality Assurance & Performance	1,502	1,489	(13)	-0.9%	86	86	0
2,763	Total Families, Children & Learning	102,957	105,794	2,837	2.8%	2,674	997	1,677

Explanation of Key Variances (Note: FTE/WTE = Full/Whole Time Equivalent)

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
Director of Families, Children & Learning		
(5)	Other	
Health, SEN & Disability Services		
576	Adults with Learning Disabilities - Community Care	The Adults LD community care budget spend includes an additional fee uplift allocated to some providers in recognition of cost of living increases and minimum wage requirements. This has resulted in an increase in unit costs for the Adult LD community care budget.
(115)	Children's Disability Placements	The Children's Disability Placement Budget was further rebased in 2022/23 to accommodate growth in the number and cost of placements.
578	Adults with Learning Disabilities - in-house provider services	The overspend mainly relates to pressure in the residential respite budget due to the cost of emergency placements at Beach House, and high levels of staff absence at Beaconsfield Villas resulting in very significant agency staff costs.
(61)	Children's Disabilities - in-house provision	There is an underspend in in-house children's disability provision mainly linked to one-off contributions from Health in 2022/23
215	Disability Section 17 Budget	Emergency high cost in-home support provided during August to October from Children's Disability Section 17 budget.

Appendix 4 – Revenue Budget Performance

Key Variances		
£'000	Service Area	Variance or Financial Recovery Measure Description
(35)	Other	Other variances include underspends on the SEN team budget due to a delay in implementation of the new team structure and the 14-25 disability social work pod due to high staff turnover and vacancies during the year. These are partly offset by an overspend on the Education Psychology Service mainly linked to additional staffing costs.
Education & Skills		
1,106	Home to School Transport	The final outturn for Home to School Transport showed an overspend of £1.106m. The year-end position took account of the effect of the current contracted routes which included 461 5-16 pupils and 113 post 16 pupils. The overspend included an overspend of £0.264m relating to increased costs of 19-25 year olds previously charged to the DSG. The variance also includes an overspend of £0.083m relating to increased numbers of bus passes issued with the majority relating to allocated school places beyond the statutory distance. Costs increased considerably from September and are related to a combination of the factors which included, demand, single occupancy journeys, out of city placements, inflation and returned routes.
(96)	Early Years, Children's Centres, Nurseries, Early Help and Childcare	Underspends in children's centres and Integrated Team for Families partially offset by overspend in council nurseries. Council nurseries are showing a predicted overspend of £0.053m which is mainly linked to high agency costs as a result of staff absence.
(83)	Other	Minor variances.
Children's Safeguarding & Care		
1,034	Demand-Led - Children's placements	The overspend was a result of a combination of several different factors. There were significant overspends in Residential Home and semi-Independent placements due to increasing difficulty in finding suitable foster carers due to sufficiency problems. This was partially offset by underspends in the External Fostering budget. There were also significant overspends for Care Leaver costs as rising numbers of care leavers require financial support for accommodation.
(297)	Social Work and Adolescent Teams	There were a number of vacancies across the social work teams. Recruitment is ongoing but a small number of posts are now being covered by Agency social workers.
336	Legal fees	Increased costs of the in-house legal team and counsel fees.
(134)	Contact service	Due to reducing activity levels and the ongoing implementation of efficiency measures, the contact service underspent.
(169)	Other	Minor variances.
Quality Assurance & Performance		
(13)	Other	Minor variances.

Health & Adult Social Care (HASC)

Revenue Budget Summary

Forecast Variance Month 9 £'000	Service	2022/23 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %	2022/23 Savings Proposed £'000	Net Savings Achieved £'000	Net Savings Unachieved £'000
539	Adult Social Care	46,803	46,591	(212)	-0.5%	1,465	876	589
(345)	S75 Sussex Partnership Foundation Trust (SPFT)	22,836	22,274	(562)	-2.5%	689	398	291
(738)	Integrated Commissioning	3,958	2,760	(1,198)	-30.3%	70	70	0
(42)	Life Events	26	(140)	(166)	-638.5%	129	52	77
0	Public Health	(1,005)	(1,005)	0	0.0%	0	0	0
(586)	Total Health & Adult Social Care	72,618	70,480	(2,138)	-2.9%	2,353	1,396	957

Explanation of Key Variances

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
Adult Social Care		
525	Demand-Led Community Care - Physical & Sensory Support	The number of placements/packages for 2022/23 was 1,914 WTE, which is below the budgeted level of 2,080 WTE placements. The average unit cost of a placements/package is higher than the budgeted level at £293 per week (£28 per week above budget per client). The combination of the number of adults placed being 166 WTE below the budgeted level and the increased unit costs result in the overspend of £0.525m. Therefore, the unit costs are 11% above budget however the overall activity is below budget. This is due to areas where suitable provision is not currently accessible to meet identified need as a result of workforce pressures.
(344)	Demand-Led Community Care - Substance Misuse	There are relatively small numbers of clients within this service and the average unit cost is below the budgeted unit cost which is resulting in the underspend of £0.344m.
(381)	Assessment teams	This is due to a number of temporary vacancies across the Assessment teams.
411	Community Equipment service	Overspend due to increased unit costs of equipment.
(406)	In-house provision	Due to additional income above budget and temporary staffing vacancies.
(17)	Other	Minor variances.

Appendix 4 – Revenue Budget Performance

Key Variances		
£'000	Service Area	Variance or Financial Recovery Measure Description
S75 Sussex Partnership Foundation Trust (SPFT)		
(503)	Demand-Led - Memory Cognition Support	The client numbers are below budget which results in the underspend of £0.503m. The number of placements/packages is 328 WTE which is below the budgeted level of 442 WTE placements. The average unit cost is above the budgeted level at £545 per week (£118 per week above budget). Therefore, the overall activity is 114 WTE below budget and the unit costs are 28% above budget. This is due to areas where suitable provision is not currently accessible to meet identified need as a result of workforce pressures and market conditions.
(137)	Demand-Led - Mental Health Support	The client numbers are below budget resulting in the underspend of £0.137m. There is an increasing need and complexity within this client group and the number of placements/packages is 474 WTE, which is below the budgeted level of 554 WTE placements. The average unit cost of a placement/package is above the budgeted level at £384 per week (£51 per week above budget per client). This is due to an additional contribution to Section 117 from Health Partners and areas where suitable provision is not currently accessible to meet identified need as a result of workforce pressures.
78	Staffing teams	Unable to deliver in-year savings target and negotiations with Health are ongoing.
Integrated Commissioning		
(1,011)	Commissioning	Underspend due to the Better Care Fund risk share 2022/23, delays in the planned service redesign and temporary vacancies.
(187)	Contracts	One-off underspends against block contracts.
Life Events		
(166)	Life Events	The underspend of £0.166m is a reduction of £0.124m from Month 9. There is an underspend of £0.246m due to temporary staffing vacancies. This is partly offset by an income shortfall of £0.050m and there are also pressures totalling £0.066m due to professional fees.

Economy, Environment & Culture

Revenue Budget Summary

Forecast Variance Month 9 £'000	Service	2022/23 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %	2022/23 Savings Proposed £'000	Net Savings Achieved £'000	Net Savings Unachieved £'000
422	Transport	(6,538)	(6,531)	7	0.1%	1,777	466	1,311
243	City Environmental Management	30,389	30,730	341	1.1%	229	159	70
(150)	City Development & Regeneration	1,378	988	(390)	-28.3%	182	83	99
150	Culture, Tourism & Sport	4,622	4,516	(106)	-2.3%	200	190	10
13	Property	1,752	1,998	246	14.0%	342	232	110
678	Total Economy, Environment & Culture	31,603	31,701	98	0.3%	2,730	1,130	1,600
(74)	Further Financial Recovery Measures (see below)	-		0	-	-	-	-
604	Residual Risk After Financial Recovery Measures	31,603	31,701	98	0.3%	2,730	1,130	1,600

Explanation of Key Variances

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
Transport		
(154)	Head of City Transport	Budgets for previous restructures within the wider transport service that have been agreed and implemented, but reallocation of budget has yet to be actioned.
1,223	Parking Services	Overall Parking Services has experienced an overspend of £1.223m (2.73% of income targets) against a £27.500m net income budget. The service has a loss of income of £1.912m (18.21%) on parking permit income compared to a budget of £12.400m, most of which is due to the reduced demand in residents and visitor permits across zones and the loss of parking capacity due to active travel proposals over the last two years. The number of permits themselves (36,000 resident permits, 15,000 other permits and 360,000 visitor permits per year) is not declining overall due to all the new parking schemes introduced, but there are harder to attain income targets from increased prices. On-Street parking income is £1.601m (11.51%) underachieved compared to a £13.900m budget and Off-Street Parking is £0.039m (0.45%) underachieved compared to a £8.700m Budget.

Appendix 4 – Revenue Budget Performance

Key Variances £'000 Service Area		Variance or Financial Recovery Measure Description
		<p>The underachievement of resident permits and on-street parking is substantially related to an estimated loss of income of £0.979m resulting from the loss of permit and paid parking spaces due to active travel measures (e.g. Madeira Drive, Old Town, A259 – eastern section) introduced over the last 2 years. It is important to note that this will be exacerbated with the upcoming reductions in parking spaces for the A259 (western section), A23, low traffic neighbourhood scheme, school streets, Valley Gardens phase 3, work on Madeira Terraces and the cycle hangers programme. This underachievement is offset by surplus income for Parking Suspensions of £0.675m (82.87%) against a £0.813 budget as well as PCN income, net of bad debt provision, of £1.679m (25.09%) against a £6.007m budget.</p> <p>The budget does contain a pressure relating to the Traffic Control Centre Restructure of £0.522m which is being funded by additional enforcement activities, which started in 2022/23, within the figure above (i.e. wider bus stop enforcement, cycle lane enforcement etc) as well from further schemes from 2023/24 onwards. The pressure from parking income shortfalls are partly offset against underspends in transactional and contract costs, reduced unsupported borrowing and other costs of £0.497m.</p>
(41)	Concessionary Bus Fares	Concessionary bus fares have underspent by £0.041m against a £10.700m budget. The underspend is due to a less than predicted uptake of the concessionary taxis offered to disabled bus pass holders. However, the rest of the spend remains broadly in line with budget.
(542)	Traffic Management	Hoarding licence fees have exceeded budget by £0.415m reflecting the number of significant development sites in the city. Highways licensing income achieved with software and licensing costs £0.063m greater than budget and employment costs £0.090m greater than budget. Income over-achievement for Traffic Regulation Orders of £0.142m. These are partly offset by waived tables and chairs licence fees of £0.103m and additional costs relating to the Highways Services Contracts Support Framework processes of £0.098m. Street Works income of £0.339m greater than budget, of which Section74 prolonged street works charges are £0.229m.
(43)	Transport Policy and Strategy	Transport Policy and Strategy is £0.096m less than budget in part reflecting grant funded employment costs. Highways Development Control exceeded budget by £0.054m.
(436)	Transport Projects and Engineering	Bridges and Other Structures maintenance costs are £0.151m less than budget due to the manager role being vacant to prioritise the maintenance spend in year. Bus Shelter advertising has generated £0.167m more than budgeted whilst Bus Shelter repair and replacement costs are £0.141m less than budget.

Appendix 4 – Revenue Budget Performance

Key Variances £'000 Service Area			Variance or Financial Recovery Measure Description
City Environmental Management			
658	City Clean		Overspend of £0.591m is due to waste collection and street cleansing (operational) agency costs due to vacancies across the service. Recruitment into vacant posts, managing of attendance and recruitment freezes had seen these costs reduce during the year, though earlier forecast assumptions overstated the reduction in spend from Strike Deductions. £0.240m overspend within Public Conveniences due to greater than budgeted utility costs, consumables and staffing required to maintain cleaning levels. These overspends are partially offset by surplus in commercial and green waste collections of £0.172m.
(482)	City Parks		Additional funding received during the year supporting costs within City Parks for various projects including Playgrounds, Parks & Trees. This, combined with some underspends relating to staffing and supplies and services, has resulted in a net underspend of £0.482m.
397	Fleet & Maintenance		Increased costs at Hollingdean Depot of £0.076m. Additional income activities of £0.090m. Additional fuel and vehicle related costs of £0.410m as a result of vehicle breakdowns and rising costs for CEM Vehicles.
16	Head of City Environmental Management		Minor overspends.
(248)	Strategy & Projects		Underspends of £0.075m from reduced Supplies & Services costs and £0.173m staffing underspends following vacancy and expenditure controls.
0	Waste Disposal		No variance on Waste Disposal Outturn. However, £1.840m has been released from the Waste PFI Reserve to support the corporate position following reassessment of the long term reserve requirements.
City Development & Regeneration			
276	Development Planning		Underachievement of Planning and Building Control income of £0.540m as there is still some uncertainty over levels of service post-covid. However, there are underspends of £0.264m from several staffing vacancies in both services.
(225)	Planning Policy and Major Projects		Underspend of £0.191m on professional and consultant fees. Staffing underspend of £0.027m from vacancies in the year.
(425)	Sustainability & International		External funding received for sustainability projects plus reduced and delayed spend on projects of £0.365m. Staffing underspends of £0.060m and other various underspends.
92	Director - EEC		Overspend relating to share of cost of attendance management charge (Goodshape) for the whole of EEC and interim director costs during the year.
(91)	Economic Development		Vacant Economic Development Programme Manager and other supplies & services underspends offset by overspend due to Coast to Capital LEP fee not reduced as much as anticipated.

Appendix 4 – Revenue Budget Performance

Key Variances		
£'000	Service Area	Variance or Financial Recovery Measure Description
(20)	Business Development and Customer Services	Underspend on vacancies (£0.057m) offset by overspend on supplies & services of £0.029m and underachieved fee income of £0.010m.
3	Head of Regeneration	Minor overspends
Culture, Tourism & Sport		
(10)	Arts	Greater than budgeted costs for Brighton Dome & Brighton Festival Arts Funding of £0.094m offset by vacancies held in the year within Arts of £0.086m following vacancy controls.
365	Heritage and Archives	Additional costs paid to Royal Pavilion & Museums Trust (RPMT) relating to salary pay awards under terms within the contract
(418)	Sport and Leisure	Outdoor Events are experiencing a pressure from the cancellation of a number of programmed events as a result of organisers experiencing significant cost increases and attendance reduction in the sector. Some other smaller events are moving to 2023 instead resulting in an £0.135m income deficit, however this is offset by underspends in event costs of £0.105m. Welcome Back Fund/Reopening High Street Fund did not cover all project expenditure as anticipated therefore leaving a small balance of £0.028m overspend. Greater than budgeted net income of £0.435m relating to Seafront and Miscellaneous Resort Properties some of which is due to turnover rents and greater than anticipated incomes for Shelter Hall. Costs relating to hosting Women's Euros 2022 were £0.021m greater than earmarked reserves. Other underspends in supplies & services of £0.062m as a result of the expenditure controls.
(14)	Venues	Overspend from utility price increases during the year. This has been offset by expenditure controls during on non-essential spend and additional income achieved.
(29)	Tourism and Marketing	Minor underspends in supplies & services as a result of the expenditure controls.
Property		
246	Property and Design	<p>The pandemic legacy continues to affect the commercial portfolio rental position with some vacancies at Hove Technology Centre, Phoenix House and Lyndean House resulting in expected underachievement of income as well as NNDR bills and other associated costs for vacant properties, including void service charge demands. Vacant Agricultural sites have led to increased Security costs and professional fees. Estates are liaising with Avison Young regarding possible outstanding turnover rents and incomes. Energy costs for electricity, gas and water were higher than expected, resulting in a pressure of £0.170m</p> <p>In-house printing continues to show a historic pressure due to the reduction in demand resulting in underachievement of costs recovered. The Reactive Maintenance budget</p>

Appendix 4 – Revenue Budget Performance

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
		<p>avoided an overspend position with only essential Health & Safety related work being undertaken during the final quarter. The Security budget faced pressures as demand exceeded budget due to security requirements on vacant properties (for e.g. Knoll House). Forecast underspends on planned maintenance reduced due to priority maintenance pressures and urgent Health & Safety works to the Stair Tower at Hove Town Hall and fee income during the year decreased due to project delays, with some fees now chargeable in 2023/24.</p>

Housing, Neighbourhoods & Communities

Revenue Budget Summary

Forecast Variance Month 9 £'000	Service	2022/23 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %	2022/23 Savings Proposed £'000	Net Savings Achieved £'000	Net Savings Unachieved £'000
366	Housing General Fund	11,613	12,052	439	3.8%	1,780	1,645	135
59	Libraries	3,617	3,589	(28)	-0.8%	77	77	0
(137)	Communities, Equalities & Third Sector	3,211	3,030	(181)	-5.6%	40	40	0
(144)	Safer Communities	3,313	2,991	(322)	-9.7%	35	35	0
144	Housing, Neighbourhoods & Communities	21,754	21,662	(92)	-0.4%	1,932	1,797	135

Explanation of Key Variances

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
Housing General Fund		
748	Temporary Accommodation (TA)	<p>The Temporary Accommodation (TA) and Emergency Accommodation (EA) service overspent by £0.748m consisting of:</p> <ul style="list-style-type: none"> an overspend of £0.092m on employee costs across TA/EA; the budget for leased TA has overspent by £0.613m. Repairs costs have increased substantially compared to 2021/22, and this budget is overspent by £0.464m. There is also an overspend on the contribution to the bad debt provision of £0.150m and £0.172m on Housing Benefit Subsidy. The current number of empty leased properties in TA has steadily reduced so far this year as the backlog of works is cleared. However, there are still more properties empty for longer than the current budget allows for and the budget for rent loss and council tax on voids has overspent by £0.091m. The rental costs of private sector leased properties for TA have continued to rise as contracts are renewed at higher rates but there are now fewer properties, and so the net rental costs are underspent by (£0.342m) with further minor overspends across this service of £0.078m; Emergency Accommodation (EA) overspent by £0.043m during 2022/23.

Appendix 4 – Revenue Budget Performance

Key Variances		
£'000	Service Area	Variance or Financial Recovery Measure Description
(171)	Commissioned Rough Sleeper and Housing related Support Services	The commissioned services budget for supported accommodation and rough sleepers underspent by £0.171m. Although there was a significant overspend on SWEP of £0.178m, this was more than offset by an underspend on commissioned services of (£0.349m).
193	Additional emergency hotel accommodation	The costs of extra emergency hotels taken on during the pandemic is overspent by £0.193m as hotels are being decanted later than anticipated at budget setting time.
(845)	Housing Options	There is an underspend of £0.895m on the one-off homelessness prevention budget that was carried forward from 2021/22 . This is offset by a £0.050m overspend on staffing costs for housing options teams through the year.
730	Seaside Homes	The repairs and maintenance budgets for these properties overspent by £0.421m and the contribution to the bad debt provision by £0.084m. There is also an overspend on the loss of rent on void properties of £0.094m due to delays caused by a catch up on repairs earlier in the year after the pandemic and a higher level of churn as more households are moved on from temporary accommodation. Staffing costs are also overspent by £0.059m. There are also other service costs not recovered such as insurance costs and legal costs of £0.072m.
(219)	Private Sector Housing	An underspend of £0.071m as a result of the bringing in house the Home Improvement Agency work and further capitalisation of salaries (£0.101m) and consultancy costs for the warmer homes programme (£0.077m) offset by £0.030m overspend on supplies and services costs across the service.
36	Homemove	This service overspent by £0.036m, £0.024 due to extra employee costs and £0.012m as a result of under-recovery of income from Housing Associations for making use of the Home Connections system.
(33)	Travellers Service	This service underspent by £0.033m mainly due to the budget for a new travellers strategy not being spent (£0.020m) and also underspends on employees costs (£0.023m) due to vacancies and rubbish clearance costs relating to unauthorised encampments (£0.025m) offset by higher costs of water £0.015m and an under-recovery of income of £0.020m relating to rents and service charges as the site has had fewer travellers staying at the transit site than budgeted.
Libraries		
88		A shortfall in fees and charges and other income sources across the service.
(75)		An underspend on staffing costs across the service.
(41)		Other minor variances.
Communities, Equalities & Third Sector		
(88)	CETS Staffing	Net underspend against staffing, as a result of vacancies across the service.

Appendix 4 – Revenue Budget Performance

Key Variances		
£'000	Service Area	Variance or Financial Recovery Measure Description
(103)	CETS Initiatives	Underspend on the initiatives budget across Communities and Equalities.
10	Other Costs	Minor net variances across the CETS service.
Safer Communities		
(202)	Safer Communities	An underspend of £0.202m on the VAWG commissioning service as a result of unspent core budget carried forward from 2021/22. As a result of New Burdens grant funding from central government for this service area, core budget carried forward was not spent or committed in 2022/23.
(120)		The underspend is primarily against staffing as a result of vacancies across the service and a review of non-pay budgets to reduce spend in year.

Governance, People & Resources

Revenue Budget Summary

Forecast Variance Month 9 £'000	Service	2022/23 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %	2022/23 Savings Proposed £'000	Net Savings Achieved £'000	Net Savings Unachieved £'000
8	Chief Executive Monitoring Office	560	559	(1)	-0.2%	0	0	0
(41)	Policy & Communications	1,819	1,545	(274)	-15.1%	76	28	48
222	Legal & Democratic Services	3,284	3,377	93	2.8%	202	83	119
68	Elections & Land Charges	57	106	49	86.0%	34	34	0
(200)	Customer Modernisation & Data	2,520	2,024	(496)	-19.7%	33	33	0
(126)	Finance (Mobo)	2,016	1,912	(104)	-5.2%	150	150	0
0	Procurement (Mobo)	(37)	(54)	(17)	-45.9%	0	0	0
(215)	HR & Organisational Development (Mobo)	4,014	3,634	(380)	-9.5%	0	0	0
(400)	IT&D (Mobo)	9,729	9,227	(502)	-5.2%	0	0	0
146	Welfare Revenue & Business Support	8,392	8,238	(154)	-1.8%	0	0	0
1,440	Contribution to Orbis	1,255	2,733	1,478	117.8%	0	0	0
902	Total Governance, People & Resources	33,609	33,301	(308)	-0.9%	495	328	167

Mobo = Specific budget items held by Orbis but **Managed on behalf of** the relevant partner i.e. they are sovereign, non-partnership budgets. Under or overspends on Mobo budgets fall directly to the relevant partner whereas any budget variance on 'Orbis Services' is shared in accordance with the Inter-Authority Agreement (IAA).

Explanation of Key Variances

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
Chief Executive Monitoring Office		
(1)	Monitoring Office	An underspend of just £0.001m. There were small staff pressures offset by underspends elsewhere.

Appendix 4 – Revenue Budget Performance

Key Variances £'000 Service Area			Variance or Financial Recovery Measure Description
Policy & Communications			
(103)	Policy, Partnerships & Scrutiny		Lower than anticipated use of council funding for EU settled status support of £0.070m. There was also late agreement from the NHS to contribute to the Partnerships service which was not expected (£0.033m).
(171)	Communications		In the Communications service the restructuring costs were £0.057m (£0.061m less than expected) but these were more than offset by recharges and other underspends within the Service of £0.228m for the year (£0.069m higher than forecast at Month 9).
Legal & Democratic Services			
180	Legal Services		In Legal Services there was an overspend of £0.180m (reduced from £0.274m at Month 9) relating mostly to staffing costs such as Lawyer market supplement costs (these were approximately £0.094m in the period January to March) and high agency charges for Locums. There were also pressures relating to loss of income relating to support of the LEP and FCL related work and reduced income from property and planning support.
(87)	Democratic Services		In Democratic Services there was an underspend of £0.087m (an improvement of £0.035m since Month 9). There were underspends against ward budgets of £0.049m, but pressures of £0.040m relating to compulsory regrading costs of Political Assistants, which was a requirement of legislation. Elsewhere in the service there was a net underspend of £0.078m mostly arising from vacancies and one-off income, members allowances and training.
Elections & Land Charges			
49	Elections & Land Charges		The service overspent by £0.049m in 2022/23, an improvement of £0.019m since Month 9. There were income pressures in the Local Land Charges service of £0.110m due to a lack of confidence in the market. In Elections, there are vacancy underspends of £0.086m offset by pressures of £0.025m relating to government funding shortfall and local by-election costs.
Customer Modernisation & Data			
(496)	Customers and Performance		The service underspent by £0.496m in 2022/23, compared to the Month 9 forecast of £0.200m. Underspends from vacancies amounted to £0.250m, £0.050m higher than forecast. The remaining £0.246m related to unspent corporate funding for the PPE team not being returned centrally, which was the assumption at Month 9.
Finance (Mobo)			
(104)	Finance		The service underspent by £0.104m mostly relating to vacancy management. This is a reduction of £0.022m since Month 9, due to the staff costs ending up slightly higher than expected. Elsewhere in the service there were other costs around attendance management

Appendix 4 – Revenue Budget Performance

Key Variances £'000 Service Area			Variance or Financial Recovery Measure Description
			fees, which were offset by underspends on professional fees and some income which was not forecast.
Procurement (Mobo)			
(17)	Procurement		There was an underspend of £0.017m from various minor budgets. No variance was reported at Month 9
HR & Organisational Development (Mobo)			
(380)	Human Resources		<p>The service underspent by £0.380m in 2022/23 compared to an underspend of £0.215m at Month 9. The improvement of £0.165m was due mainly to higher income than forecast (£0.118m) which included corporate funding for project work, and higher underspends from vacancies (£0.039m).</p> <p>The final underspend position was comprised of £0.110m underspend in the Health and Safety service (£0.075m at Month 9) achieved through restructure and vacancy management, £0.097m underspend in Learning & Development (£0.075m at Month 9) achieved by imposing spending controls stopping training short term and £0.180m underspend in Reward, Policy Projects and Advisory Services (£0.090m at Month 9) achieved through restructure and vacancy management as well as recruitment income. Imposing these strict financial controls has been extremely tough and continues to have a significant impact on all HROD teams capacity. There was a £0.007m unions pressure (£0.031m at Month 9) relating to unfunded extra provision for facilities time and accommodation.</p>
IT&D (Mobo)			
(502)	IT&D		The service underspent in 2022/23 by £0.502m, an increase of £0.102m since Month 9. The final underspend was mainly a result of vacancy management, detailed work to review budgets and identifying opportunities to reduce expenditure. There was an overspend in the contracts budget, particularly in MS licencing, which was being offset by the underspend in salaries. The further underspend since Month 9 was due to higher than expected income from mobile phone and other recharges and lower than expected expenditure relating to computer lines and software.
Welfare Revenue & Business Support			
(231)	Staffing Costs		The salary budget including agency, overtime and remote processing costs after allowing for one-off new burden income funding streams underspent by (£0.171m). Other costs underspent by (£0.060m) with the main underspends being (£0.030m) on amounts for identification of increased rateable values and print / postage costs. Income exceeded

Appendix 4 – Revenue Budget Performance

Key Variances £'000 Service Area			Variance or Financial Recovery Measure Description
			budget by £0.073m with the main improvement coming through improved court costs income.
77	Council Tax S13A carers relief discount		Council tax carers relief awarded above the budgeted figure.
Contribution to Orbis			
1,478	contribution to Orbis		<p>There was an overspend of £1.478m at year end compared to £1.440m at Month 9. The pressure can be split into two parts.</p> <p>£1.580m relates to a revision of expected contributions from Orbis Partners, mainly for IT&D, and a squaring off of shortfalls from disaggregated services including Business Operations (now part of WRBS), Finance and HR. BHCC's contribution to the Partnership increased by £0.900m.</p> <p>For 2022/23 the Orbis Partnership is anticipating an underspend of £0.499m, with BHCC's share of this expected to be £0.102m.</p>

Corporately-held Budgets

Revenue Budget Summary

Forecast Variance Month 9 £'000	Service	2022/23 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %	2022/23 Savings Proposed £'000	Net Savings Achieved £'000	Net Savings Unachieved £'000
293	Bulk Insurance Premia	3,352	3,752	400	11.9%	0	0	0
(2,441)	Capital Financing Costs	15,322	12,827	(2,495)	-16.3%	0	0	0
0	Levies & Precepts	219	219	0	0.0%	0	0	0
(383)	Unallocated Contingency & Risk Provisions	793	410	(383)	-48.3%	0	0	0
(79)	Unringfenced Grants	(49,730)	(50,319)	(589)	-1.2%	0	0	0
761	Housing Benefit Subsidy	(751)	679	1,430	190.4%	0	0	0
4,595	Other Corporate Items	(4,560)	(300)	4,260	93.4%	325	325	0
2,746	Total Corporately-held Budgets	(35,355)	(32,732)	2,623	7.4%	325	325	0

Explanation of Key Variances

Key Variances £'000	Service Area	Variance or Financial Recovery Measure Description
Bulk Insurance Premia		
110	Commercial property building insurance	Premium credit adjustment to tenants leading to additional cost in 2022/23.
290	Settlement of claims	Increased projected cost for settling claims.
Capital Financing Costs		
(2,055)	Financing Costs	Higher interest rates on balances and higher investment balances than anticipated.
(440)	Financing Costs	Review of assumptions regarding paying interest on certain reserves and balances.
Unallocated Contingency & Risk Provisions		
(383)	Contingency	Release of brought forward and in year contingency in line with spending controls for non-essential spend.
Unringfenced Grants		
(13)	Extended Rights to Free Travel	Announced in June 2022 at £0.099m which is £0.013m higher than budgeted.
(67)	Pressure funding released	Release of pressure funding after all grants announced.

Appendix 4 – Revenue Budget Performance

Key Variances		
£'000	Service Area	Variance or Financial Recovery Measure Description
(496)	Business Rates Retention Levy surplus	This grant was confirmed alongside the final local government finance settlement announced in February 2023.
(13)	Transparency Code Grant	Paid in March 2023 not announced as an annual grant.
Housing Benefit Subsidy		
1,430	HB Subsidy	There is a final pressure of £1.430m. Of this £1.489m relates to the main subsidy budgets and is based on the final claim submitted to the DWP. Of this pressure, £0.598m relates to a particular benefit type for vulnerable tenants which is not fully subsidised. This is being investigated to fully understand the reasons for the growth in this area. There are also pressures of £0.786m on the net recovery of overpayments and £0.105m in other areas. The final surplus on the recovery of overpaid former council Tax Benefit is £0.059m.
Other Corporate Items		
(248)	Corporate pension costs	Overpayment from 2021/22 of (£0.112m) and an in year variance of (£0.136m).
5	Death management	BHCC share of Sussex wide costs on mass fatalities work.
350	Academisation	Costs relating to compulsory academisation of Homewood Special School where the council will be liable for the school's projected budget deficit at the point of transfer.
5,067	General Fund pay award	This reflects the employers pay award offer of £1,925 fixed increase for all NJC salaries as well as an uplift of allowances (4.04%) and an additional day's leave. This is equivalent to a 6.3% increase compared with the 2% increase included in the budget for 2022/23. This pressure is after allowing for the £1.260m remaining one-off provision for pay from the 2021/22 outturn.
(406)	National Insurance - Social Care Levy	Saving resulting from removal of National Insurance Social Care Levy from November 2022 to March 2023.
(72)	Funding for projects previously funded by COMF	Underspend on the £1.112m brought forward to cover project spend in 2022/23 relating to schemes previously funded from Contain Outbreak Management Funds (COMF).
(528)	Release of unrequired provision	Release of unrequired provision following settlement of an HSE case.
(49)	Council Tax Rebate Scheme new burden funding	Balance of Council Tax Rebate Scheme residual new burden funding some of which would have offset expenditure incurred in 2021/22.
90	Bad Debt Provision	Increased bad debt provision.
51	Shortfall in achievement of saving for debt management practices	Shortfall in achieving the full £0.250m saving for debt management practices across the whole council.

Housing Revenue Account (HRA)

Revenue Budget Summary

Forecast Variance Month 9 £'000	Service	2022/23 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %	2022/23 Savings Proposed £'000	Net Savings Achieved £'000	Net Savings Unachieved £'000
671	Capital Financing	24,853	24,123	(730)	-2.9%	0	0	0
329	Housing Management & Support	4,620	5,130	510	11.0%	0	0	0
(153)	Housing Strategy & Supply	1,446	1,182	(264)	-18.3%	0	0	0
(228)	Repairs & Maintenance	14,647	14,815	168	1.1%	0	0	0
(252)	Housing Investment & Asset Management	2,698	2,121	(577)	-21.4%	0	0	0
927	Tenancy Services	(48,264)	(47,371)	893	1.9%	0	0	0
1,295	Total Housing Revenue Account	0	0	0	0.0%	0	0	0

Explanation of Key Variances

Key Variances £'000	Subjective Area	Variance Description
Capital Financing		
662	Capital Financing costs	£0.757m short term pressure in financing costs as a result of taking on PWLB borrowing earlier to take advantage of more favourable interest rates. This is offset by an increase of £0.095m in interest received on cash balances. Over the life of the borrowing (50 years), the decision to borrow earlier at lower interest rates will substantially benefit the HRA.
(1,392)	Direct revenue funding	A reduced capital programme spend has resulted in less Direct Revenue Funding being required. The impact of this is a reduced level of funding to support future capital programme spend.
Housing Management & Support		
128	Employees	Overspend on staffing costs relating to Homelessness, Housing Allocations and Support Service Costs of £0.183m. This is offset by underspends against Transfer Incentive scheme (£0.035m), Minor variances (£0.018m).
371	Premises	Backdated rent increase in relation to the Housing Centre £0.092m. Forecast overspend against responsive repairs and empty properties £0.228m, utility costs £0.030m and other overspends across the service of £0.021m.

Appendix 4 – Revenue Budget Performance

Key Variances £'000 Subjective Area Variance Description		
(59)	Supplies and Services	The transfer Incentive scheme underspent by (£0.088m) offset in part by Housing Centre Security costs of £0.038m and Other minor variances (£0.009m).
58	Income	Overspend relating to rent loss due to a backlog of empty properties. A project group has been in place to reduce the number void properties during the year.
12	Other	Minor variances.
Housing Strategy & Supply		
(285)	Employees	Forecast underspend against staffing and support service cost in delivery of new supply, delivery of new IT and disabled adaptations.
36	Supplies and Services	Minor variances.
(15)	Other	Minor variances.
Repairs & Maintenance		
(604)	Employees	Additional staffing costs in respect of dealing with backlog works and the impact of the pay-award, compared to budget setting assumptions have been mitigated by a forecast underspend against the base salary budget due to number of staff vacancies.
866	Premises	The overspend was as a result of increased contractor costs and the increase in the cost of rubbish clearance. Both empty homes and responsive repair recorded a overspend. This was due partly to increased activity in both areas and the addition of a 10% uplift to all contractors to reflect increased material and labour costs in the industry.
19	Supplies and Services	An underspend on the cost of materials was offset in year by cumulative overspends against other areas such as grant contributions amongst others.
(113)	Transport	There is a forecast underspend against vehicle maintenance costs and fuel.
Housing Investment & Asset Management		
(540)	Employees	An underspend due to change in the timescales for recruiting additional staff to support the new arrangements for planned and major works.
628	Supplies and Services	Pressure from disrepair claims of £0.232m. Instances and costs associated with each instance will be recorded separately within the HRA and the variance against budgets will be regularly reviewed during 2023/24. There is also a forecast overspend against RTB/Leasehold legal costs and professional fees of approximately £0.100m, which is offset by the additional income referred to below. Other variances across the service account for the balance of £0.048m.
(7)	Transport	Minor variances.
(801)	Income	Additional professional fee income in respect of Leasehold extension matters. In addition to this Major work service charge income has been retained in revenue after reviewing the

Appendix 4 – Revenue Budget Performance

Key Variances £'000 Subjective Area			Variance Description
			funding requirements of both the revenue and capital position at the end of the financial year.
143	Premises		Overspend on service contracts for cold water storage tanks, general repairs and heating & ducts £0.190m offset by underspends across a combination of other service contracts (£0.046m)
Tenancy Services			
240	Employees		A higher than anticipated pay award during 2022/23 in addition to the impact of the lower pay scale review has resulted in an overspend within Tenancy Services for the year. This was combined with lower than budgeted establishment which has been addressed through the 2023/24 budget setting process.
629	Premises		The rise in the cost of the utilities was disproportionate to the forecast budget for the year, the cost of which represents 69% of the premises overspend. As well as this, the cost of council tax borne by the HRA as a result of empty council dwellings continued to overspend by £0.136m, despite the work being carried out to reduce the number of empty homes during the year which saw the number of let's exceed pre-pandemic levels. Work on the treatment of Ash Die back started during 2022/23, however quantifying this was not possible at the time of setting the 2022/23 budget. Work has progressed faster than anticipated which has seen a larger proportion of the costs being incurred in the first year. This resulted in spend of £0.064m during the year. There was also a £0.061m overspend on the costs of rubbish and waste clearance, offset to some extent by an underspend of (£0.065m) against Business Rates. Other minor variances of £0.021m also contributed to the final outturn position.
203	Supplies and Services		£0.286m of the overspend on the use of temporary accommodation for council housing tenants this is linked to the housing allocation policy. This is linked to the reduction in number of lets in transferring tenants who needed to urgently move whilst the focus was on moving homeless households into settled accommodation. The cost of Care Link and the use of security guards in high rise blocks to ensure the safety of residents at risk exceeded the budget in year by a combined £0.074m. The overspends above were offset by an underspend on the provision for bad debt after consideration of previous years contributions and the work that is now in place to bring the arrears position back to pre-pandemic levels.
(179)	Income		Overachievement in rental income due to new supply of affordable housing offset by an overspend in voids rent loss. The void rent loss has been mitigated by the project group in place to bring voids down to pre-pandemic levels.

Appendix 4 – Revenue Budget Performance

Dedicated Schools Grant (DSG)

Revenue Budget Summary

Forecast Variance Month 9 £'000	Service	2022/23 Budget Month 12 £'000	Provisional Outturn Month 12 £'000	Provisional Variance Month 12 £'000	Provisional Variance Month 12 %
0	Individual Schools Budget (ISB)	133,427	133,427	0	0.0%
(315)	Early Years Block (excluding delegated to Schools) <i>(This includes Private Voluntary & Independent (PVI) Early Years 3 & 4 year old funding for the 15 hours free entitlement to early years education)</i>	14,039	13,689	(350)	-2.5%
335	High Needs Block	34,461	34,443	(18)	-0.1%
33	Exceptions and Growth Fund	3,188	3,188	0	0.0%
0	Grant Income	(185,080)	(185,080)	0	0.0%
53	Total Dedicated Schools Grant (DSG)	35	(333)	(368)	-1051.4%

Explanation of Key Variances

Key Variances £'000	Service Area	Variance Description
Early Years Block (including delegated to Schools)		
(376)	Early Years Free Entitlement Funding	Underspends on early years free entitlement budgets due to fewer children on the January 2023 early years census. This is expected to be subject to clawback and will therefore utilise the overall carried forward DSG underspend in 2023/24.
26	Other	Other small variances
High Needs Block (excluding delegated to Schools)		
263	Agency - Independent non-maintained special schools	Increase in specialist placements to independent non-maintained special schools. This was driven by increases in demand and complexity of need where suitable local provision did not exist. Placements were mainly linked to autism and social emotional mental health categories of need. The budget was in excess of 120fte placements compared to 90fte placements in the previous year.
(282)	Balance of high needs block funding unallocated	Balance of funding unallocated within the high needs block following government increases in funding in 2022/23. Required to offset pressures in wider high needs block.

Appendix 4 – Revenue Budget Performance

Key Variances		
£'000	Service Area	Variance Description
68	Mainstream school top-up funding	Mainstream school top-up budget was significantly rebased in 2022/23 to reflect increase in demand and cost. There is an overspend against the rebased budget due to a surge in demand at the beginning of the 2022/23 academic year.
(56)	Special Schools Support and Top-up funding	Budget rebased in 2022/23 to reflect increase in provision and additional support costs, resulting in a modest underspend against the rebased budget.
(167)	Post-16 High Needs Payments to External Providers	Transport costs for students in post 19 specialist provision were re-assigned to the home to school transport budget.
88	High needs pupils in other local authority maintained schools	Increase in placements to other LA schools due to lack of local specialist provision.
167	Children with Medical Needs	Significant increase in the number of pupils receiving education through tuition due to their medical needs. The number of children who were receiving tuition in February 2022 was 56 pupils. As at spring term 2023 was an increased caseload of 101 pupils
(99)	Other	Other smaller cumulative variances.
Exceptions and Growth Fund		
45	Premature Retirement Costs	Ongoing annual commitment where regulations do not permit LAs to increase budget beyond historic levels.
(45)	Other	Other cumulative variances.

Appendix 5 – Year-end Carry Forward Requests

Directorate	Service	Details	Proposed Carry Forward Amount £'000
Non Grant Funded Areas			
FCL	BHSCP	BHCC host the Brighton & Hove Safeguarding Children Partnership (BHSCP) budget. The local authority, ICB and Sussex Police provide the majority of the budget funding. The budget pays for the business support team functions, training, independent scrutiny costs and independent practice review work. The Lead partners agreed a supplemental MOU (in addition to the BHSCP's published arrangements) which enable a budget carry forward per annum.	110
HASC	BHSAB	The Brighton and Hove Safeguarding Adults Board (BHSAB) budget has continued to be funded via multi agency contributions from the three statutory partners; BHCC, Sussex Police & Brighton & Hove CCG. Carry forward is required to meet ongoing commitments and in accordance with the partnership.	111
HASC	Integrated commissioning	A £0.010m contingency was allocated to HASC in 2022/23 to support development of Care Co op, as agreed by Councillors. The draft grant award document is still being finalised, and the funding will now be spent in early 2023/24.	10
EEC	Parking	A £0.475m carry forward of budget set aside to implement the substantial changes for 2023/24 fees and charges tariffs as well as ongoing parking scheme works. This includes the short term signing work and site work for the machine removal programme and the longer term work of replacing all parking scheme signage citywide to make it 8am-8pm (extended by an hour in the morning) as well as new parking schemes in the Hollingbury / Hallyburton Road and Withdean areas. This carry forward was assumed in the assessment of the net overall saving put forward for agreement at Budget Council in February 2023.	475
EEC	Transport	Carry Forward of budget relating to orders made for replacement bus shelters that have yet to arrive due to logistical issues of overseas delivery and COVID Recovery. Orders were forecast to be spent in year but have yet to arrive so cannot be properly accounted for in 2022/23.	14

Appendix 5 – Year-end Carry Forward Requests

Directorate	Service	Details	Proposed Carry Forward Amount £'000
EEC	City Parks	City Parks Trees – the existing budget within City Parks set out a programme of work of planting new trees and the removal of diseased trees. Procurement issues and restructuring have delayed the project. The service will need to catch up with its works programme of tree planting and removal of diseased trees as well as its work plans for 2023/24 during financial year 2023/24.	120
EEC	City Development & Regeneration	Carbon Neutral Programme funding to support the decarbonisation pathways study consultancy work to inform the development of the programme. This will develop carbon reduction pathways to help drive strategic planning and prioritise the most impactful actions towards our carbon neutral target.	50
EEC	City Development & Regeneration	Carbon Neutral Programme funding to support the Climate Risk and Vulnerability Assessment consultancy work to inform the development of our climate adaptation action plan and build resilience to the impacts of climate change.	30
EEC	City Development & Regeneration	The Living Coast (TLC) Biosphere funds are made up of contributions from the Biosphere Delivery Board members i.e. 3 local authorities, SDNPA, Sussex IFCA, local universities and business partners. The pooled contributions are held on behalf of TLC by BHCC. It is important this funding is safeguarded as it will be used to deliver a number of TLC work streams and support the delivery of the Biosphere Management Strategy. In addition, in the coming year it will support the UNESCO redesignation work as set out at ETS Committee in June 2022.	77
EEC	City Development & Regeneration	Funding for a two-year Communications Officer post in the planning service has been provided from an under-accrual of Sales, Fees & Charges Compensation grant made at the end of 2020/21. Following a meeting between councillors and the Planning Agents Forum leads in late 2020 and regular meetings with Planning Committee Leads, the directorate agreed with councillors that a number of the concerns raised about the service and website could be addressed via a focused	47

Appendix 5 – Year-end Carry Forward Requests

Directorate	Service	Details	Proposed Carry Forward Amount £'000
		Communications resource for Planning. This carry forward is to pay for the second year of the two year fixed contract.	
EEC	City Development & Regeneration	This sum is to carry forward 2022/2023 money allocated for legal costs for a Judicial Review where the legal costs will not be finalised until 2023/24. The monies for this were received as pressure funding to pay for JRs and Public Inquiries in this financial year	15
EEC	City Development & Regeneration	The Liveable City Centre masterplan and design code builds on work already undertaken to explore options for improving sustainable and active travel in the city centre. This high-priority planning guidance (SPD/SP) will help to re-imagine the city centre for the future to ensure it remains attractive, vibrant and supports a healthy economy and cultural and visitor sector. The broader range of matters will include design and placemaking, improved public realm, accessibility, sustainability and encouraging the right mix of uses. Effective digital engagement will also be piloted as part of this work. Preparing the document will also be the first stage in the delivery of city-wide design code which is mandatory under the Levelling Up and Regeneration Bill. Progressing this work has been delayed in 2022/23 by competing corporate projects and priorities (e.g. adoption of CPP2 and LTP5) and the need to build capacity across council teams to take project forward.	145
EEC	City Development & Regeneration	Carry forward to enable Planning Policy Team to complete the review of the City Plan and undertake a programme of additional guidance focussed on sustainability, climate change and carbon reduction. This is alongside further necessary funding allocated for 2023/24.	43
EEC	BIPC	The Business & Intellectual Property Centre (BIPC) Brighton & Hove delivers business support in the city. DCMS funding for the BIPC finishes on 31 March 2023 and the future of BIPC Brighton & Hove was uncertain. Temporary BIPC staff contracts finish on 31 March 2023. The Circular Economy Action Plan Brighton & Hove has a cross-cutting theme to identify circular economy hubs in the city. It is envisaged that the BIPC	30

Appendix 5 – Year-end Carry Forward Requests

Directorate	Service	Details	Proposed Carry Forward Amount £'000
		Brighton & Hove would be a circular economy hub where businesses receive support to be more circular to help achieve the Council's commitment to be Carbon Neutral by 2030. In March 2023, the BIPC Brighton & Hove received confirmation of Shared Prosperity Funding for two financial years (2023/24 and 2024/25). The uncertainty around the future of the BIPC led to difficulties spending the money before the year end. It is therefore requested that £0.030m is carried forward to 2023/24.	
EEC	GBEB	Greater Brighton Economic Board (GBEB) funds are made up of funding contributions from the constituent Board members, i.e. the 7 local authorities, the education providers, business partners and the South Downs National Park. The pooled contributions, (which are held on behalf of GBEB by BHCC) represent funds that support the GBEB five-year plan approved by Committee on the 26th March 2019. This carry forward request is to ensure that this pooled funding is safeguarded as it will be used to deliver a number of identified work streams and the GBEB 5-year strategy action plan.	129
EEC	City Development & Regeneration	Balance of one-off funding for Food Cell Partnership to support the project in 2023/24.	46
EEC	Culture Alliance	BHCC is holding funds from the LEP for the Culture Alliance to undertake research on protecting and creating cultural space in the city. The first part of the research is completed but the second part needs to take place in 2023/24. This amount will cover the research fees, communications and freelancer involvement in the project.	34
EEC	Culture Tourism and Sport	The Arts team were allocated £0.050m to support our anti-racism work due to The World Re-imagined project withdrawing from the City. This funding is being redistributed via grants and in collaboration with the Culture Alliance. £0.005m has gone towards freelancer involvement in 2022/23 in designing the programme and £0.045m is being distributed in 2023/24 via grants. The programme was open at the end of 2022/23 with	45

Appendix 5 – Year-end Carry Forward Requests

Directorate	Service	Details	Proposed Carry Forward Amount £'000
		applications being received which will be distributed in May, with final payments made by February 2024.	
EEC	Culture Tourism and Sport	A cultural strategy was due to be commissioned in 2022/23 but due to staffing gaps relating to staff leaving and illness this task is being carried forward into 2023/24. The fees are for external consultants and possible project management. The strategy will also take place alongside the development of the visitor economy and economic development strategy.	30
EEC	Culture Tourism and Sport	Small participatory element to Eurovision event in Jubilee Square in collaboration with the Events team – could not be invoiced prior to event and therefore falls in 2023/24.	5
EEC	Property & Design	Funding originally transferred from the Carbon Neutral programme and Sustainability budget to the Energy & Water Team to carry out further consultancy work on delivery of a Solar Farm. Client brief produced and project brief provided to Carbon Neutral Members Working Group in February 2023. Procurement is due to commence in April 2023. Carry forward will enable completion of this project.	170
HNC	Housing	£0.100m was allocated in 2022/23 as one off funding for feasibility work relating to an ethical lettings agency. Housing Committee agreed not to go ahead with the feasibility work and instead the Member Budget Review Group (under delegated authority) agreed to allow this money to be carried forward to fund the setting up of a licensing scheme.	100
HNC	CETS	Consultancy work for the development of an Accessible City Strategy; the work was originally expected to be completed by 31 March, but now will not be completed until the end of June – owing to demand for extra consultation time with key stakeholder groups. Strategy rescheduled for completion and presentation to TECC committee June 2023.	9
HNC	CETS	Anti-Racism Community Advisory Group contracted works have been delayed due to convenor sickness and then call up for jury duty which meant that the January and March meetings of the Group had to be cancelled and thus no costs incurred by the convenor.	3

Appendix 5 – Year-end Carry Forward Requests

Directorate	Service	Details	Proposed Carry Forward Amount £'000
HNC	Safer Communities	Funding is required for domestic abuse/violence perpetrator work going forward, following the loss of Ministry of Justice (MOJ) funds as per recent discussions with the Office of the Police & Crime Commissioner (OPCC). This happened in the latter part of March. New Burdens grant funding cannot be applied to perpetrator work going forward due to the Memorandum of Understanding (MOU) conditions, which restrict New Burdens funding to the support of survivors in safe accommodation. There is a risk for Children's Services support for families if we cannot offer perpetrator interventions to decrease domestic abuse/violence for families at risk of Child Protection/Child in Need via family violence.	110
GPR	Policy & Communications	Carry forward required to accommodate cyclical projects carried out previously, such as support for theme groups, creation of a Policy Framework for the city and support for the Policy network. As a result of the pandemic, partnerships across the city now need extra support to relaunch and ensure that the city is fully prepared to respond to the emerging place based agenda being driven by Government.	18
GPR	Policy & Communications	Black Lives Matter funding was allocated as a one-off budget allocation to Policy & Communications, but this workstream has now moved to the Civic Leadership Programme as part of the Communities Equalities & Third Sector unit. Carry forward is required to support ongoing work.	54
GPR	Legal & Democratic Services	The Ward Budget Scheme allowed £1,000 for each councillor to use for purchases or projects in relation to the communities they represented. This scheme has been confirmed as a saving for 2023/24 by Budget Council and carry forward is requested to meet applications that were received by 31st March 2023.	22
GPR	WRBS	Return of Covid Hardship funding via the Collection Fund which is requested for carry forward to support the under-pressure Council Tax Support Fund for 2023/24.	8
GPR	WRBS	The Single Person's Discount (SPD) review planned to take place in 2022/23 is not being undertaken until May/Jun 2023 and therefore there	28

Appendix 5 – Year-end Carry Forward Requests

Directorate	Service	Details	Proposed Carry Forward Amount £'000
		will be two SPD reviews in 2023/24. Carry forward will enable completion of the upcoming 2022/23 exercise.	
GPR	WRBS	This is the residual funding allocation not spent in 2022/23 specifically allocated for Welfare Reform and is needed to top up depleted funding in 2023/24	179
Total Non Grant Funded areas			2,267
Grant Funded Areas			
FCL	Dedicated Schools Grant	Under the Schools Finance Regulations, the unspent part of the DSG must be carried forward to support the Schools Budget in future years.	368
FCL	Education and Skills	The transformation grant was awarded by DfE following a competitive funding application process. It is for transforming Early Help services to become Family Hubs. The grant period spans two years, 2022-24. There is an underspend in this first year as the DfE decisions and award was made late, several months into the first year. DfE has given permission to carry the underspend forward to 2023-24. In 2023-24, the transformation funding will be spent on staffing, training, changes to buildings and branding, community engagement and IT developments	211
FCL	Education and Skills	In Autumn 2022, councillors agreed an allocation of Covid funding (COMF) to children's centres for food / poverty support. Due to the late allocation of funds to the service area it has not been possible to utilise the funding in 2022/23 and a ringfenced carry forward is being requested to carry this forward to the new Family Hubs in 2023-24 to deliver against the priority identified.	24
FCL	Health SEN & Disability	The underspend of NHSE grant funding relates to the inability to recruit to supervisor posts, which has been escalated to NHSE as this is a pan-Sussex challenge. Moving forward there will be more emphasis on training and recruiting from within the service. The result has been the service carrying two vacancies for specific roles. One of these roles has now been recruited to and the carry forward would cover this cost. Recruitment is underway for a further two roles, which will be funded from	161

Appendix 5 – Year-end Carry Forward Requests

Directorate	Service	Details	Proposed Carry Forward Amount £'000
		Sept and the carry forward is required to cover the costs until Sept. This grant funding is ringfenced for Mental Health Service Teams only and comes direct from NHSE. NHSE have confirmed that the funding can be carried forward and used for the purposes described above.	
HASC	Public Health	<p>Due to the pressures facing Public Health during the pandemic 2020-22, there had been considerable delayed or suspended programmes during this time, which resulted in accruing a large underspend. In addition to this, relative to LCS programmes, recovery has taken longer than expected. We are now seeing an increase in uptake to locally commissioned services but these are still lower than pre-pandemic. We expect this to increase back to normal levels in 2023-24</p> <p>The main contributors for the 2022-23 underspend are as follows:</p> <ul style="list-style-type: none"> • Underspend carried forward from 2020-22; some of the plans to spend this were put on hold due to the infeasibility of delivering the programmes assigned with various ongoing demands of the covid response and recovery, recruitment and contractual arrangements taking longer than expected. • Reduction of costs associated with the additional funding planned for the COVID Recovery and Response roles. • Provisions for NHS Salary uplifts within commissioned services contracts was put on hold and was paid centrally. • LCS claims had continued reduction in planned spend due to lower uptake / activity within GP and Pharmacies. • Savings coming from some staff vacancies. • Credits from previous years returned to budget (closing of old Purchase Orders). 	3,851

Appendix 5 – Year-end Carry Forward Requests

Directorate	Service	Details	Proposed Carry Forward Amount £'000
		The funding will now be carried forward and used to contribute towards further enhancing programmes during 2023-24 and to mitigate ongoing cost pressures resulting from inflationary pressures due to the cost of living. This will continue to be in line with the public health priorities, such as Health Protection, Smoking Cessation, CYP, Mental health services and substance misuse etc.	
EEC	City Environmental Management	Funding from National Highways direct provided to support expenditure on surveys and feasibility work.	186
EEC	City Development & Regeneration	This sum is to carry forward money received from DEFRA to support the introduction of Biodiversity Net Gain (BNG) which is planned for late 2023. The work of introducing BNG will not take place until 2023/24 and the funding needs to be carried forward to pay for this work.	20
EEC	City Development & Regeneration	Neighbourhood Grant will be required to assist Council in taking forward Neighbourhood Plans work including undertaking examination processes and local referenda.	5
EEC	City Development & Regeneration	Carry Forward of Neighbourhood Grant monies currently committed to complete the Hove Station Neighbourhood Plan examination process. Neighbourhood Grant will be required to assist Council in taking forward Neighbourhood Plans work including undertaking examination processes and local referendum. Hove Station Neighbourhood Plan examination was paused in February 2022 as the Examiner required more work to be undertaken by the Forum. The examination was due to recommence in mid March 2023. A local referendum is provisionally programmed for Summer 2023.	15
HNC	Safer Communities	Safer Streets 4 Home Office funding for safety of women and girls. Not all of the funds were spent last year so funding need to be carried forward to 2023/24.	13
HNC	Safer Communities	£0.010m grant received from the Department for Education for the project 'Out Of School Settings' (OOSS) was carried forward in agreement with	10

Appendix 5 – Year-end Carry Forward Requests

Directorate	Service	Details	Proposed Carry Forward Amount £'000
		the DfE due to the continued closures of OOSS settings. Due to an official investigation into one of the institutions by the Charity Commission and the appointment of new trustees, we could not deliver on this project. Funding will therefore need to be carried forward to 2023/24.	
HNC	Safer Communities	Unspent DLUHC Domestic Abuse Grant of £0.608m committed for 2023-24. This grant was confirmed late on and relates to the provision of statutory safe shelter facilities.	521
GPR	HROD	DfE Teaching Partnership funding - funding received via ESCC as a result of successful bid to DfE for Teaching Partnership funding for social work education. The partnership includes ESCC (lead partner), BHCC, University of Sussex and University of Brighton.	35
GPR	HROD	DfE Step Up funding - funding received from DfE as a result of successful completion of Cohort 6 and a bid to DfE for Step Up Cohort 7 funding for Step Up PGDip qualifying programme. The partnership includes BHCC (lead partner), ESCC and University of Sussex. Carry forward is required in accordance with the DfE grant agreement to fund completion of the programme for the 15 trainees selected for Cohort 7.	76
GPR	HROD	This is a year-on-year request for the Student Social Work Placement programme. Of the £0.094m grant income from DHSC Daily Placement Fee funding (claimed on our behalf by Universities of Brighton and Sussex) there is an ongoing commitment to mainstream the existing Professional Education Consultant roles (x4) during 2023/24.	30
GPR	HROD	ASYE programme HASC - funding is received from Skills for Care to support Assessed & Supported Year in Employment for newly qualified social workers in adults' services; ASYE runs September to August.	10
GPR	HROD	ASYE programme FCL - funding received from DfE to support Assessed & Supported Year in Employment for newly qualified social workers in children's services; ASYE runs September to August.	21
GPR	WRBS	There will be ongoing work for the various business grant schemes in 2023/24 for the ongoing reconciliation, debt recovery, reporting and	43

Appendix 5 – Year-end Carry Forward Requests

Directorate	Service	Details	Proposed Carry Forward Amount £'000
		passing of unpaid debt over to the BEIS government department. The council received additional new burdens funding of £0.043m on 31 March 2023 to cover ongoing new burdens work for administering the scheme and therefore a carry forward is required.	
Corporate	Corporate	All of the new burden funding for the £150 scheme has been received in 2022/23. There is however ongoing work for debt recovery and final reconciliation information being requested in June 2023. In addition to this, the council has to fund any unrecovered debt. Carry forward is required to cover these commitments in 2023/24.	45
Total Grant Funded Areas			5,645
Total Carry Forward Requests			7,912

Savings Monitoring 2022/23

General Fund

Directorate	2022/23 Savings Proposed £'000	Gross Savings Achieved £'000	Impact of In-Year Pressures £'000	Net Savings Unachieved £'000	Savings Unachieved as % of Service Net Budgets £'000
Families, Children & Learning	2,674	2,495	(1,498)	1,677	1.6%
Health & Adult Social Care	2,353	1,783	(387)	957	1.3%
Economy, Environment & Culture	2,730	2,491	(1,361)	1,600	5.1%
Housing, Neighbourhoods & Communities	1,932	1,932	(135)	135	0.6%
Governance, People & Resources	495	328	0	167	0.5%
ORBIS	0	0	0	0	0.0%
Corporate Budgets	325	325	0	0	0.0%
Total Directorate Savings	10,509	9,354	(3,381)	4,536	2.0%

Housing Revenue Account

Directorate	2022/23 Savings Proposed £'000	Gross Savings Achieved £'000	In Year Pressures £'000	Net Savings Unachieved £'000	Savings Unachieved As % Of Net Budget £'000
Housing Revenue Account	0	0	0	0	0.0%
Total HRA Savings	0	0	0	0	0.0%

Explanation and Mitigation of At Risk Savings

Directorate £'000	Savings at Risk £'000	Explanation and Mitigation
Families, Children & Learning	1,677	The majority of the savings at risk relate to Children in Care (£1.034m) and Adults with Learning Disabilities (£0.576m). The Children in Care saving totalled £1.279m and most of this has been achieved. However, due to a lack of sufficiency of foster care placements and the increase in complexity of need for some children, resulting in a small number of extremely high cost placements, the savings achieved have been substantially reduced. Similarly in Adult Learning Disability services, all of the savings have been achieved but the impact of the cost of living crisis and living wage increases resulted in significant fee uplift requests from providers, reducing the impact of the savings.
Health & Adult Social Care	957	Due to delays in implementation of savings strategy and increasing unit costs (inflation).
Economy, Environment & Culture	1,600	The vast majority of savings within the Directorate are for price increases and growth in income generating areas. Price increases have been applied, however the anticipated income has not been fully achieved as these areas are dependent on demand including tourism and visitor numbers. The most significant areas of shortfall are £0.605m for parking tariff increases, £0.689m for resident permit increases where demand has reduced, £0.070m reduction of agency budgets for City Clean, £0.057m shortfall against increased Development Planning fees & charges targets and pressures on maintenance budgets of £0.080m within Property.
Housing, Neighbourhoods & Communities	135	Numbers of nightly spot purchased emergency accommodation have reduced more slowly than planned. The service is working to reduce the numbers in TA and EA further through the Homelessness Transformation Programme.
Governance, People & Resources	167	Communications restructure saving of £0.048m not achieved due to delayed restructuring. Income savings of £0.119m not achieved in Legal Services due to withdrawal or curtailment of external provision (e.g. C2CLEP downsizing).
ORBIS	0	
Corporate Budgets	0	
Total General Fund	4,536	
Housing Revenue Account	0	
Grand Total	4,536	

Families, Children & Learning – Capital Budget Summary

Forecast Variance Month 9 £'000	Service	Reported at Other							
		Reported Budget Month 9 £'000	Committees / IFRS Changes £'000	New Schemes £'000	Variations, Slippages & Reprofiles £'000	Reported Budget Month 12 £'000	Provisional Outturn £'000	Provisional Variance £'000	Provisional Variance %
0	Director of Families, Children & Learning	0	0	0	0	0	0	0	0.0%
0	Health, SEN & Disability Services	0	0	0	0	0	0	0	0.0%
0	Education & Skills	9,686	(629)	0	(722)	8,335	8,332	(3)	0.0%
0	Schools	453	0	0	(263)	190	151	(39)	-20.7%
(35)	Children's Safeguarding & Care	35	0	0	(35)	0	0	0	0.0%
0	Quality Assurance & Performance	0	0	0	0	0	0	0	0.0%
(35)	Total Families, Children & Learning	10,174	(629)	0	(1,020)	8,525	8,483	(42)	-0.5%

Details of Variation requests and explanations of significant Forecast Variances, Slippage or Reprofiles are given below:

Detail Type	Amount £'000	Project	Description
Education & Skills			
IFRS Changes	(386)	Capital Maintenance Adjustments	See paragraph 8.1 of the main report for a general explanation of IFRS changes.
IFRS Changes	(60)	New Pupil Places (Basic Need)	See paragraph 8.1 of the main report for a general explanation of IFRS changes.
IFRS Changes	(183)	Devolved Capital Adjustments	See paragraph 8.1 of the main report for a general explanation of IFRS changes.
Reprofile	(310)	New Pupil Places (Basic Need)	A reprofile of the New Pupil Places budget into 2023/24 was reported at TBM Month 9 whilst a major SEND project and Longhill school projects faced delays due to design and procurement works. Final design works are now underway and are due to be completed summer 2023. The remainder of

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			the budget for 2022/23 associated with these contracts will need to be reprofiled into future years.
Reprofile	(218)	Universal Free School Meals	The projects were delayed due to an unforeseen lack of resource to scope requirements and contractor's availability due to a backlog of works.
Reprofile	(23)	Devolved Formula Capital 2020/21	Minor reprofiling.
Reprofile	(236)	Devolved Formula Capital 2021/22 and 2022/23	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 and are able to request their allocation at any time. Funds that are not drawn down in year are reprofiled into future years for use.
Reprofile	(697)	Devolved Formula Capital Additional 2022/23	Additional announcement of DFC from DfE of £1.013m was announced in December 2022. This was intended to be released to schools for funding to improve energy efficiency in 2022/23. With a relatively short amount of time to meet spend the budget is requested to be reprofiled in 2023/24 to enable delivery of the plans.
Reprofile	29	High Needs Provision Capital	Minor reprofiling.
Reprofile	745	Education Capital Maintenance 2019/20 to 2022/23	A reprofile of the Capital Maintenance budget into 2023/24 was reported at TBM Month 9 due to a number of contracts awarded for several projects which span two to three financial years. Some of these projects have caught up in progress during the remainder of 2022/23, while others have been delayed due to the pandemic and supply chain delivery issues. A reprofile into 2023/24 is required to meet the carried over expenditure.
Slippage	(12)	Improvements to Early Years Settings	Minor slippage.
Variance	(2)	Education Capital Maintenance 2018/19	Minor underspend variance.
Variance	(1)	Devolved Formula Capital 2018/19	Minor underspend variance.
Schools			
Reprofile	(95)	Impulse Education Management System	Minor reprofiling.
Slippage	(136)	Stanford Schools Window Replacement	The window replacement programme has been planned in two phases for 2022/23 and 2023/24.
Variation	(71)	Middle Street Primary School Entrance & Fencing	Minor underspend variance.

Children's Safeguarding & Care			
Slippage	(35)	Sellaby House Enhancements (Contact Supervision Centres)	Minor slippage.

Health & Adult Social Care – Capital Budget Summary

Forecast Variance Month 9 £'000	Service	Reported Budget Month 9 £'000	Reported at Other Committees/ IFRS Changes £'000	New Schemes £'000	Variations, Slippages & Reprofiles £'000	Reported Budget Month 12 £'000	Provisional Outturn £'000	Provisional Variance £'000	Provisional Variance %
58	Adult Social Care	455	0	0	28	483	483	0	0.0%
0	Integrated Commissioning	0	0	0	0	0	0	0	0.0%
0	S75 Sussex Partnership Foundation Trust (SPFT)	0	0	0	0	0	0	0	0.0%
0	Public Health	0	0	0	0	0	0	0	0.0%
58	Total Health & Adult Social Care	455	0	0	28	483	483	0	0.0%

Details of Variation requests and explanations of significant Forecast Variances, Slippage or Reprofiles are given below:

Detail Type	Amount £'000	Project	Description
Adult Social Care			
Slippage	(16)	Knoll House Building Works	Minor slippage.
Variation	36	Adaptations to Homes of Disabled People (Better Care Fund/DFG)	Minor overspend variance.
Variation	8	Telecare (Better Care Fund/DFG)	Minor overspend variance.

Economy, Environment & Culture (excluding Housing Revenue Account) – Capital Budget Summary

Forecast Variance Month 9 £'000	Unit	Reported at Budget Month 9 £'000	Other Committees/ IFRS Changes £'000	New Schemes £'000	Variations, Slippages & Reprofiles £'000	Reported Budget Month 12 £'000	Provisional Outturn £'000	Provisional Variance £'000	Provisional Variance %
0	Transport	19,484	21	0	(7,938)	11,567	11,198	(369)	-3.2%
0	City Environmental Management	8,378	0	200	(2,863)	5,715	5,715	0	0.0%
0	City Development & Regeneration	19,983	0	0	(4,524)	15,459	15,459	0	0.0%
0	Culture, Tourism & Sport	9,078	196	0	100	9,374	9,291	(83)	-0.9%
0	Property	4,948	0	0	98	5,046	5,046	0	0.0%
0	Total Economy, Environment & Culture	61,871	217	200	(15,127)	47,161	46,709	(452)	-1.0%

Details of Variation requests and explanations of significant Forecast Variances, Slippage or Reprofiles are given below:

Detail Type	Amount £'000	Project	Description
Transport			
Reported at Other Committees	20	CNF - Western Road Improvement Project	
Reported at Other Committees	1	CNF - Norton Road Rain Gardens	
Reprofile	(1,817)	Bridge Strengthening and Assessment	The budget is used for all the council's structural highways work. The underspend is due to a number of issues: 1) Change in personnel. Staff members leaving and difficulty in recruitment. 2) Due to the lack of resources and commitment to support other projects such as Shelter Hall. 3) The current spend relates to design fees, so work is progressing, but not at the rate originally planned.

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Reprofile	(1,749)	Integrated Transport Schemes (LTP)	The Cycle Network project will need to reprofile unspent budget as it is directly related to match funding schemes that are funded by ATE [Active Travel]. The Walking Networks Freestanding Crossings project budget also needs to be reprofiled as Members and consultees rejected the original plans. Work to redirect to other schemes has led to an underspend of the budget allocated for 2022/23.
Reprofile	(1,409)	Sustainability and Carbon Reduction Investment Fund Transport Projects	The budget of £3.9m was allocated to transport related projects within the budget process and has progressed reasonably well with a number of schemes completed. The investment is also built into other transport related schemes and relies on those schemes progressing.
Reprofile	(1,327)	DfT Challenge Fund - Western Road	Construction commenced in November 2022. This funding is committed and it is expected that it will be spent within 2023/24. There was a need to wait to spend the maintenance funding to coordinate as one project with the Active Travel and Bus Service Improvement Plan funding.
Reprofile	(500)	Bus Service Improvement Scheme (BSIP)	Construction is underway, however, following a significant amount of public interest in the construction management, including rerouting of buses, and political sensitivity, Transport Services have had to review the project phasing. Resources are therefore being focused on the western section of Western Road so the road can reopen sooner. The BSIP funded element (Dyke Road) will then follow on later this year instead.
Reprofile	(325)	Valley Gardens Phase 3 (LTP)	This project is supported by Local Growth Fund capital grants. Detail design works have been completed and the procurement of contractors is underway. Construction is expected to commence in October 2023 through to May 2025.
Reprofile	(237)	Exhaust Converters on Older Buses	50% of the purchase order was invoiced to bus operators to commence exhaust upgrades on buses. The second 50% is scheduled for 2023/24 on full completion of the project, including operator funded bus upgrades.
Reprofile	(206)	Active Emergency Travel Fund - Tranche 2	The funding identified to deliver A259 has been delayed due to a new framework contract set up and a new procurement process.
Reprofile	(202)	Climate Assembly Action Capital Investment Fund Transport Projects	The budget of £1.4m was allocated to transport related projects within the budget process and schemes have now been identified to support public transport services, mobility hubs, and low traffic and pedestrianised communities. The majority of the work is due to commence in 2023/24 and a large part of the budget has already been reprofiled into this year, the remainder for 2022/23 is now required to be reprofiled into 2023/24 as well.

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Reprofile	(163)	CNF - Traffic Signal Carbon Reduction Programme	Around £0.132m of the works had been completed before the end of March but agreement to pay the invoices is yet to be concluded. The works were 99% complete, are switched on and working but payment is withheld pending some minor defects that need to be corrected. The program was delayed due to the roll out of the council's new civils contract which interrupted procurement of civils contractors. Installation has now commenced and are due to complete the whole works by December 2023.
Reprofile	(160)	CNF - Air Quality Monitoring Transport & Travel	This is a two year project and funds are required to be carried over to 2023/24.
Reprofile	(140)	Safer Streets Fund Streetlighting	The intended work for the safer street projects has been delayed whilst teams have continued to identify appropriate plans and sites. Initially there were several projects that were hoping to be funded, due to staff changes and delayed decisions a full revision of how the safer street fund was to be spent was necessary. A revised plan to refurbish lanterns in the Royal Pavilion Gardens has now been committed following an unexpectedly lengthy agreement process. The hope is to have the restoration of the lanterns in the Royal Pavilion Gardens completed and billed by October 2023.
Reprofile	(118)	Valley Gardens Phase 1&2 (LTP)	Funding was allocated towards the contractors claim and retention fees which were not resolved until the end of the financial year. This will now be settled in the new financial year.
Reprofile	(103)	Air Quality Monitoring & Public Engagement	Payment for projects across Sussex have been processed in 2022/23 as scheduled. Brighton & Hove portions are pending procurement agreements. Further payments are scheduled on installation of equipment in 2023/24.
Reprofile	(86)	CNF - Electrical Vehicle Fast Charger Installations & Access	Minor reprofile under £0.100m.
Reprofile	(64)	Structural Maintenance of Carriageways	Minor reprofile under £0.100m.
Reprofile	(50)	CNF - Electric Vehicle Fast Chargers	Minor reprofile under £0.100m.
Reprofile	(50)	CNF - Air Quality Automatic Analysers	Minor reprofile under £0.100m.
Reprofile	(50)	Seafront Heritage Lighting Renewal Programme	Minor reprofile under £0.100m.
Reprofile	(45)	CNF - E-Cargo Accelerator Project	Minor reprofile under £0.100m.

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Reprofile	(36)	CNF - Preston Park Sustainable Drainage System (SuDS)	Minor reprofile under £0.100m.
Reprofile	(15)	Major Projects (LTP)	Minor reprofile under £0.100m.
Reprofile	(9)	CNF - Eldred Avenue Sustainable Drainage System (SuDS)	Minor reprofile under £0.100m.
Reprofile	(1)	CNF - A270 Wild Park Rainscape	Minor reprofile under £0.100m.
Reprofile	75	School Streets	Minor reprofile under £0.100m.
Reprofile	121	Brighton Marina to River Adur Works	As reported at TBM Month 9, over £1.6m was reprofiled into 2023/24 to fund the programme which is to run from May 2023 for three years. Some preparatory defence works were delivered toward the end of 2022/23 and required a reprofile back into that financial year.
Reprofile	423	Brighton Bikeshare Replacement Programme	The Brighton Bikeshare Replacement Programme was reprofiled into 2023/24 and 2024/25 to reflect the expected delivery of the project. Progress was made during the later part of 2022/23 and a reprofile back for a part of the budget is required to meet those costs.
Reprofile	551	Street Lighting Maintenance (LTP)	As reported at TBM Month 9, over £2.2m was reprofiled into 2023/24 to 2025/26 to reflect the revised three-year timetable of the project. Some additional work was delivered toward the end of 2022/23 and required a reprofile back into that financial year.
Slippage	(134)	Citywide Strategic Transport Model	Whilst the majority of the budget for the delivery of the Citywide Strategic Transport Model was reprofiled at TBM Month 9 into 2023/24, a budget was retained in 2022/23 to meet initial costs as the delivery of the scheme proceeds. The project has yet to commence and will now be profiled to start in 2023/24.
Slippage	(106)	Low Traffic Neighbourhoods	There have been delays in developing plans and the project is expected to commence in 2023/24.
Slippage	(91)	Innovate UK Double Socket Chargers	Minor slippage of under £0.100m
Slippage	(83)	Covered Cycle Racks	Minor slippage of under £0.100m
Slippage	(14)	North Street Environmental Improvement	Minor slippage of under £0.100m
Slippage	(8)	Active Emergency Travel Fund - Tranche 3	Minor slippage of under £0.100m

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Slippage	(7)	Intelligent Transport Systems Phase 2	Minor slippage of under £0.100m
Slippage	(4)	Local Safety Schemes (LTP)	Minor slippage of under £0.100m
Variation	82	CNF - A270 Wild Park Rainscape	Overspend due to contractual cost pressures (inflation).
Variation	73	On Street Residential Chargepoint Scheme	Overspend due to contractual cost pressures (inflation).
Variation	46	Ultra Low Emissions Taxi Infrastructure Scheme	Overspend due to contractual cost pressures (inflation).
Variance	(126)	Traffic Control Centre & Offstreet Parking Equipment	A budget from capital borrowing was approved in 2019/20 for the provision of installation of car park and traffic control centre equipment. The scheme was finalised in year and the remaining budget no longer required.
Variance	(121)	London Road Car Park Works	Capital borrowing was undertaken in 2020/21 to support much needed improvement and health and safety works at the London Road Car Park site. The works have been finalised and the remaining budget no longer required.
Variance	(36)	Purchase of vans for parking infrastructure team	Minor variance.
Variance	(32)	A259/West St Shelter Hall	Minor variance.
Variance	(30)	Public Conveniences at Shelter Hall	Minor variance.
Variance	(12)	Controlled Parking Schemes	Minor variance.
Variance	(11)	Innovate UK Bookable Charging Points	Minor variance.
Variance	(1)	Safer Routes to Schools	Minor variance.
City Environmental Management			
Reprofile	(1,632)	Procurement of Vehicles	Investment and replacement for a carbon neutral fleet. Orders placed but there is a delay in supply specifically for waste collection vehicles of which there are few suppliers.
Reprofile	(813)	Public Conveniences	Project was partly delayed depending on the outcome of budget setting around public toilets. The remaining budget will now be reprofiled in 2023/24 in line with the programme delivery.
Reprofile	(230)	Stanmer Park restoration Fund HLF	Negotiation on Final Account settlement are still underway and will be resolved in 2023/24.
Reprofile	(150)	Pavilion and Mess Room Refurbishment Programme	Some delays in the programme due to officer capacity – new programme manager in recruitment.

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Reprofile	(70)	CNF - Hollingdean Depot HGV EV Infrastructure	Minor reprofiling required.
Reprofile	(64)	CNF - Allotments Water Infrastructure Upgrade	Minor reprofiling required.
Reprofile	(61)	CNF - Wildlife and Wild-Flowers in Grass Verges	Minor reprofiling required.
Reprofile	(40)	CNF - Solar Panels at Stanmer Workshop	Minor reprofiling required.
Reprofile	(22)	CNF - Electrical Vehicle for Waterhall	Minor reprofiling required.
Reprofile	(18)	Stanmer Park Road	Minor reprofiling required.
Reprofile	(13)	Tennis Courts Upgrade Programme	Minor reprofiling required.
Reprofile	(7)	CNF - Community Composting	Minor reprofiling required.
Reprofile	(3)	CNF - St Ann's Well Café Sustainable Improvements	Minor reprofiling required.
Reprofile	22	CNF - Decompaction Machine for Grassed Areas	Minor reprofiling required.
Reprofile	35	Stanmer Park Offices	Minor reprofiling required.
Reprofile	39	CNF - Food Drainage Systems for Parks Tree Pits	Minor reprofiling required.
Reprofile	60	Parks and Open Spaces Investment	Minor reprofiling required.
Reprofile	70	Playground Refurbishment programme 2021-2025	Minor reprofiling required.
Reprofile	131	CNF - Woodland Creation Scheme	Project partly reprofiled into 2023/24 earlier in the year due to delays, however spend picked up in the later part of the year resulting in more budget to be drawn back from future years.
Reprofile	255	Stanmer Depot relocation	Work was anticipated to be completed early April, and the budget was reprofiled accordingly, but part payment was required in March hence a reprofile back into 2022/23 is required.
Slippage	(100)	CNF - Electrical Infrastructure at City Parks Fleet	The wider construction project timeline has shifted back due to technical complexities.
Slippage	(59)	Citywide Street Investment	Minor slippage.
Slippage	(28)	Hollingdean Depot Office Accommodation	Minor slippage.

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Variation	(259)	Playground Refurbishment programme 2021-2025	The Playground Refurbishment Programme was approved in 2021/22 as part of a 5-year £2.447m ongoing refurbishment and replacement. The programme is being met from a combination of borrowing, Section 106 and revenue contributions. Service revenue contributions for 2022/23 from maintenance budgets were reduced to meet the lower in year spend.
Variation	75	MUGA at Stoneham Park	Overspend due to contractual cost pressures (inflation).
Variation	12	CNF - Wilding Waterhall	Minor variation.
Variation	7	Saunders Park Playground	Minor variation.
City Development & Regeneration			
Reprofile	(4,831)	Black Rock Enabling Works	The project is funded with support from Local Growth Fund capital grant. Work has progressed well during 2022/23 and the project is expected to be finalised mid 2023/24. The remainder of the budget will be reprofiled into 2023/24
Reprofile	(436)	Madeira Terraces Crowd Funding Contribution	Crowdfunding resources are held within the Capital Investment Programme to support the Madeira Terraces regeneration project. The construction phase is due to commence in 2023/24 and this budget will be incorporate into that timetable.
Reprofile	(290)	Madeira Terraces Regeneration - Carbon Neutral Fund	A contribution from the Carbon Neutral Fund was released in 2021/22 to support increased biodiversity and the sustainable use of materials throughout the regeneration project. The budget has been incorporated into the timetable for the construction period which will be during 2023/24 and 2024/25.
Reprofile	(142)	Brighton Research & Innovation Fibre Ring	The project is supported by grant funded from the Getting Building Fund and is in partnership with Mid Sussex District Council. A total of £1.440m grant has been received with the majority of expenditure incurred in 2022/23. The project is due to complete early in 2023/24.
Reprofile	(33)	Eastern Seafront Masterplan	Minor reprofiling required.
Reprofile	(33)	Full Fibre Network	Minor reprofiling required.
Reprofile	(12)	Falmer Released Land	Minor reprofiling required.
Reprofile	(5)	Circus Street Redevelopment - LGF	Minor reprofiling required.
Reprofile	(3)	Redevelopment of King Alfred Swimming Pool	Minor reprofiling required.
Reprofile	(1)	Sustainability & Carbon Reducion Investment Fund	Minor reprofiling required.

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Reprofile	759	Madeira Terraces Regeneration - Project Support	The Madeira Terraces project is scheduled for construction to commence in quarter 1 of 2024 until quarter 4 2025. The project is due to enter the procurement tender process in early to mid-2023. Corporate funding from capital receipts and reserves was approved to support the design and procurement phase and a reprofiled from 2023/24 is required to meet the costs incurred in 2022/23.
Variation	(12)	Falmer Released Land	Minor variation.
Variation	(4)	Contribution to Housing JV	Minor variation.
Variation	7	Black Rock Enabling Works	Minor variation.
Variation	8	Eastern Seafront Masterplan	Minor variation.
Variation	11	Waterfront Redevelopment	Minor variation.
Variation	12	Circus Street Development	Minor variation.
Variation	17	Seafront Investment Programme Landscaping	Minor variation.
Variation	28	Madeira Terraces Regeneration - Project Support	Minor variation.
Variation	32	Redevelopment of King Alfred Swimming Pool	Minor variation.
Variation	36	New England House	Minor variation.
Variation	70	i360 Project	Minor variation.
Variation	124	SCAPE Water Level Protection Carden Avenue & Norton Rd	The Water Level Protection scheme was forecast to commence in 2023/24 with a budget supported by the award of Environment Agency and SCAPE Interreg grant together with match funding from the council. Work has commenced on the project in 2022/23 hence a reprofile back of the budget to meet costs incurred.
Variation	174	Brighton Research & Innovation Fibre Ring	The project is supported by grant funded from the Getting Building Fund and is in partnership with Mid Sussex District Council. A total of £1.440m grant has been received with an additional allocation of £0.174m awarded in 2022/23 to enable the completion of the project.
Culture, Tourism & Sport			
Reported at Other Committees	196	Royal Pavilion Estate Development (Phase 2 Gardens)	Capital grant funding of £0.214m from the National Heritage Lottery Fund has been awarded to the development and submission of the Round 2 funding bid for the Phase 2 works. The initial tranche has been received in

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			2023/24. The preparatory work has commenced in 2022/23 and will continue into 2023/24 for final submission of a business case for an application of grant funding up to circa £3.4m
Reprofile	(198)	Royal Pavilion Estate (Phase 1)	The Phase 1 works are due for Practical Completion in the first quarter of 2023/24. Whilst the majority of the budget was profiled for 2022/23 there will be a requirement for the balance from 2022/23 to be profiled into 2023/24 to meet the remaining costs, defects and retentions.
Reprofile	(18)	Royal Pavilion Estate Development (Phase 2 Gardens)	Minor reprofiling required.
Reprofile	(10)	Levelling Up Fund - Kingsway to the Sea	Minor reprofiling required.
Slippage	(250)	Seafront Railings & Beach Hut Replacement	Agreement from committee was approved in November 2022 with the last few months finalising the design and planning processes. Works are now committed for 2023/24.
Slippage	(98)	Prince Regent - Replace Mechanical Equip	Minor slippage.
Slippage	(70)	Prince Regent Entrance	Minor slippage.
Slippage	(50)	Withdean Sports Complex - 3G Development	Minor slippage.
Slippage	(48)	Withdean Sports-Soft play Development	Minor slippage.
Slippage	(30)	King Alfred Main Pool Reinforcement	Minor slippage.
Slippage	(29)	B&H Welcome Gateway Train Stations	Minor slippage.
Variation	(4)	Prince Regent Entrance	Minor variance.
Variation	1	Replacement Seating Brighton Centre	Minor variance.
Variation	4	Kings Road Paddling Pool	Minor variance.
Variation	5	Disabled Access Beach Ramp	Minor variance.
Variation	7	Hove Beacon Lighting Scheme	Minor variance.
Variation	21	Levelling Up Fund - Kingsway to the Sea	Minor variance.
Variation	867	Royal Pavilion Estate (Phase 1)	Additional funding support of £0.5m from Arts Council England was awarded in 2022/23 to enable completion of the project. An insurance

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			reclaim payment from storm damage settled during 2022/23 has also been included in the overall budget to meet repair works that was incorporated into the programme timetable.
Variance	(83)	Saltdean Lido Restoration	Less than £0.100m variance.
Property			
Reprofile	(135)	Victoria Fountain Repairs	Project was delayed due to unforeseen circumstances including difficulty for securing a suitable cost to install the pumps, pipework distribution and control equipment for the fountain itself.
Reprofile	(105)	Royal Pavilion External Repairs	The scope of works has been extended substantially by the Royal Pavilion & Museum Trust. The work is now in progress and will continue into 2023/24.
Reprofile	(83)	Building Security	Minor reprofiling required.
Reprofile	(26)	Window Replacement Cottages Property Portfolio	Minor reprofiling required.
Reprofile	(25)	CNF - Commercial Portfolio Energy audits & improvements	Minor reprofiling required.
Reprofile	(24)	CNF - Water Efficiency Fund	Minor reprofiling required.
Reprofile	(3)	CNF - Provision of Drinking Water Fountains and Bottle Filling Points	Minor reprofiling required.
Reprofile	2	King Alfred Cathodic Protection System Repairs	Minor reprofiling required.
Reprofile	10	CNF - Decarbonised Heat Pilots/Heat Pumps	Minor reprofiling required.
Reprofile	15	Commercial Property Portfolio Repairs	Minor reprofiling required.
Reprofile	21	External Improvement Works	Minor reprofiling required.
Reprofile	29	Workstyles Phase 4	Minor reprofiling required.
Reprofile	55	Stanmer Park Agricultural Buildings	Minor reprofiling required.
Reprofile	136	Madeira Terrace Structural Repairs	Budget was reprofiled to 2023/24 earlier in the financial year, however, the contractor managed to deliver within the financial year, so required to reprofile budget back again into 2022/23.
Reprofile	499	Moulsecoomb Hub and Housing – Workstyles 4	The Moulsecoomb Hub has a budget of circa £17m. The majority of the budget is profiled for the construction period 2023/24 to 2024/25 although costs have been incurred in 2022/23 in relation to design, master planning,

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			cost advisors, and technical fees as well as the associated land sites that will transfer to the HRA to enable the delivery of the housing.
Slippage	(58)	Corporate Fire Risk Assessments	Minor slippage.
Slippage	(57)	New England House Fire Improvements	Minor slippage.
Slippage	(49)	Energy Certificates Corporate Buildings	Minor slippage.
Slippage	(29)	Asbestos Surveys	Minor slippage.
Slippage	(28)	BTH - PMB contribution to refurbishment	Minor slippage.
Slippage	(27)	Barts House - Cladding & Window Replacement	Minor slippage.
Slippage	(27)	Hollingdean Depot Workstyles 4	Minor slippage.
Slippage	(23)	Barts House Trickle Vent Installation	Minor slippage.
Slippage	(19)	Hollingdean Lane Phase 1 Repair Wall	Minor slippage.
Slippage	(16)	Brighton Centre Lift Refurbishment	Minor slippage.
Slippage	(15)	Brighton Centre Roofing works	Minor slippage.
Slippage	(11)	Legionella Works	Minor slippage.
Slippage	(10)	Environment Residential Properties Repairs & Improvements	Minor slippage.
Slippage	(8)	Hove Floral Clock Fencing	Minor slippage.
Slippage	(7)	Hove Town Hall Building Management System (BMS)	Minor slippage.
Slippage	(5)	Statutory DDA Access Works Fund	Minor slippage.
Slippage	(2)	Barts House Mechanical Ventilation	Minor slippage.
Variation	(17)	Window Replacement Cottages Property Portfolio	Minor variation.
Variation	(11)	Fire Safety Improvements	Minor variation.
Variation	(5)	Mechanical Boiler Replacement	Minor variation.
Variation	(1)	Passenger Lift H&S Works	Minor variation.
Variation	1	Hollingdean Depot Health & Safety	Minor variation.
Variation	2	Portslade Sixth Form Conversion - Workstyles 4	Minor variation.

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Variation	4	Weald Avenue Allotments Water Main	Minor variation.
Variation	5	BTH Flat Roof	Minor variation.
Variation	8	Misc Internal Refurbishments	Minor variation.
Variation	8	Moulsecoomb Hub and Housing – Workstyles 4	Minor variation.
Variation	9	External Improvement Works	Minor variation.
Variation	13	Hove Library Phase 1 Roof Repairs & External Redecoration	Minor variation.
Variation	107	Commercial Property Portfolio Repairs	Maintenance reserves have been incorporated into the commercial property repairs capital budget for 2022/23 to enable the progression of repairs that will significantly enhance the property portfolio's commercial income.

Housing, Neighbourhoods & Communities (excluding Housing Revenue Account) – Capital Budget Summary

Forecast Variance Month 9 £'000	Unit	Reported Budget Month 9 £'000	Reported at Other Committees/ IFRS Changes £'000	New Schemes £'000	Variations, Slippages & Reprofiles £'000	Reported Budget Month 12 £'000	Provisional Outturn £'000	Provisional Variance £'000	Provisional Variance %
(140)	Housing General Fund	5,476	542	0	(80)	5,938	5,440	(498)	-8.4%
0	Libraries	0	0	0	0	0	0	0	0.0%
0	Communities, Equalities & Third Sector	0	0	0	0	0	0	0	0.0%
0	Safer Communities	0	0	0	0	0	0	0	0.0%
(140)	Total Housing, Neighbourhoods & Communities	5,476	542	0	(80)	5,938	5,440	(498)	-8.4%

Details of Variation requests and explanations of significant Forecast Variances, Slippage or Reprofiles are given below:

Detail Type	Amount £'000	Project	Description
Housing General Fund			
Reported at Other Committees	542	Brittany Road Purchase Loan	Long term debtor loan reported to P&R Committee December 2022.
Reprofile	(149)	Disabled Facilities Grants	Delays in spend caused largely by shortage of capacity in framework contractors.
Reprofile	59	Warm Safe Homes Grant	Minor reprofiling required.
Reprofile	10	Brighton & Hove Warmer Homes Investment Fund	Minor reprofiling required.

Appendix 7 – Capital Programme Performance

Variance	(302)	LDV On-Going Costs - Community Homes (B&HSCH)	The amount of capital works for the 499 Seaside Homes Properties varies from year to year depending on the HRA capital programme and the works due for seaside homes properties. Any reprofiling of the HRA capital programme will have an impact on the in-year spend for Seaside homes properties. For 2022/23, only £0.098m was required to fund these works.
Variance	(196)	Rough Sleeper Accommodation Programme (RSAP) 10 Year leased	30 properties were purchased under 10 year leases, part funded by the Rough Sleeper Accommodation Programme (RSAP) grant from Homes England. The underspend reflects that the costs of these was less than budgeted and therefore reduces the amount of borrowing required by the council.

Housing Revenue Account (HRA) – Capital Budget Summary

Forecast Variance Month 9 £'000	Unit	Reported at Budget Month 9 £'000	Other Committees/ IFRS Changes £'000	New Schemes £'000	Variations, Slippages & Reprofiles £'000	Reported Budget Month 12 £'000	Provisional Outturn £'000	Provisional Variance £'000	Provisional Variance %
2,019	City Development & Regeneration	4,476	0	0	24	4,500	6,755	2,255	50.1%
(2,789)	Housing Revenue Account	76,732	0	0	(7,514)	69,218	65,294	(3,924)	-5.7%
(770)	Total Housing Revenue Account	81,208	0	0	(7,490)	73,718	72,049	(1,669)	-2.3%

Details of Variation requests and explanations of significant Forecast Variances, Slippage or Reprofiles are given below:

Detail Type	Amount £'000	Project	Description
City Development & Regeneration			
Reprofile	24	Windlesham Close	Minor reprofile required.
Variance	2,267	Victoria Road	The overspend of £2.267m on the original approved budget, relates to the total project costs for both the Sports Pavilion and Housing schemes. 60% of the overspend is attributable to overruns in the construction costs above the Agreed Maximum Price for both the Sports Pavilion and Housing Scheme. Both schemes have been constructed during a time of great uncertainty as a result of Brexit, the Pandemic and the war in the Ukraine, which is having a considerable impact on the UK economy and the construction market. This, together with the tightening up of Fire Safety Regulations post Grenfell, has significantly contributed to the uplift in project costs. The remaining 40% of the overspend is attributable to the extra professional fees associated with the detailed design stages of the Housing scheme. The scheme has required greater design coordination from the Lead Architect and input from specialist designers than was originally anticipated. A summary of Lessons Learnt on the project has been shared with the Housing Supply Programme and Members Boards as

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			well as the council's Strategic Construction Partnership with Morgan Sindall.
Variance	2	Feasibility and Design - Housing Invest	Minor variance.
Variance	(10)	Selsfield Drive	Minor variance.
Variance	(4)	Buckley Close	Minor variance.
Housing Revenue Account			
Reprofile	(4,110)	Home Purchase Scheme	The budget was not fully spent this year due to the number of completions for the home purchase scheme not reaching the target number. This is due to less properties becoming available to assess and purchase over the year. However, additional commitments were made during quarter 4 of 2022/23 with the completions for these properties due to take place early in 2023/24.
Reprofile	(1,771)	Housing Joint Venture purchases	Due to an exemption being permitted relating to the payment of Stamp Duty Land Tax the project is currently estimated to underspend against the approved budget. Stamp Duty Land Tax was expected to be incurred in quarter 4 of 2022/23. The budget will be reprofiled into 2023/24 to ensure budget is available for any unexpected cost overruns.
Reprofile	(515)	New Housing Works Management System	Spend for this financial year was still largely centred around the project teams costs. The budget is required for future years delivery costs.
Reprofile	(272)	Housing First	The RSAP project is on track to deliver against DLUH milestones with a number of purchases due to be made in 23/24. It is also anticipated that there will be an underspend in the budget due to the cost of individual properties differing. The final outturn will not be known until the last purchase is made.
Reprofile	(243)	New Housing Asset Management System	Spend for this financial year was still largely centred around the project teams costs. The budget is required for future years delivery costs.
Reprofile	(208)	Palace Place redevelopment	The development at Palace Place was delayed during 2022/23, it is expected that project will start on site during 2023/24. Costs and funding are being reviewed to ensure value for money is still being achieved.
Reprofile	(180)	Energy Efficiency	Revised timelines in confirming the design of a new low carbon heating and hot water system means that this project will now be completed in the first quarter of 2023/24.

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Reprofile	(177)	Converting Spaces in Existing Buildings	Delivery of the hidden homes projects spans a number of financial years, this reprofile matches the expected profile of spend for the programme which continues into 2023/24.
Reprofile	(80)	EV Fast Charging Points – Housing	Minor reprofile required.
Reprofile	22	Moulsecocomb Hub - Housing	Minor reprofile required.
Reprofile	15	Design Competition	Minor reprofile required.
Reprofile	3	Eastergate Road	Minor reprofile required.
Reprofile	2	Frederick Street	Minor reprofile required.
Variance	(655)	Kitchens	There has been a significant underperformance by the planned works contractor for kitchen and bathroom replacements which has resulted in an underspend. To address this performance issue going forward, approval was given by Housing Committee (16th November 2022) to procure up to two further contractors for this work stream and an improved spend against this budget should be seen next financial year.
Variance	(635)	HRA Adaptations	The underspend is due to several variables, mainly planning delays and contractor capacity (high demand for builders).
Variance	(391)	Energy Efficiency	Revised timelines in confirming the design of a new low carbon heating and hot water system means that this project will now be completed in the first quarter of 2023/24.
Variance	(354)	Windows	Consultants have been appointed to undertake the drawings and specifications for timber windows programme, these will be provided in batches and when received will be tendered through our Lot 2 framework.
Variance	(348)	Fire Safety	Reduced spend due to the revised timescales in staff recruitment and the impact on both the commencement of the additional resource requirements and addressing of the contractor requirements.
Variance	(267)	Communal Fire Alarms	Resourcing gap and the lack of a contractor has led to a reduced spend this financial year.
Variance	(265)	Door Entry Systems & CCTV	The door entry contract was at an end in 2022 and engagement in the procurement exercise for the contract minimised the opportunities to fulfil the full budget allowance.
Variance	(242)	Doors	A change in the door supplier used by the contractor for these works and the need to re-survey properties has led to a reduced spend for this financial year.

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Variance	(239)	Main Entrance Doors	Due to manufacturing costs increasing steadily over the last year Housing are working on a revised procurement timeline to use an existing framework with another provider.
Variance	(197)	Gladstone Court	The cost of works associated with the lift has been met from the main lifts programme. This is therefore a true underspend across the HRA capital programme.
Variance	(167)	Communal Rewire	There was an increased spend against re-wires, due to inflation and the impact of the testing program, resulting in more works than in previous years.
Variance	(143)	Feasibility and Design - P&I	There was less spend than budgeted for against consultancy and feasibility surveys in respect of major projects.
Variance	(138)	Car Parks & Garages	There was less resurfacing and relining works carried out during the year than allowed for in the budget.
Variance	(122)	Domestic Boiler and system installation	There was a small underspend against the installation budget.
Variance	(90)	Solar Panels	Minor variance.
Variance	(76)	Water Tanks	Minor variance.
Variance	(69)	External Decorations & Repairs	Minor variance.
Variance	(54)	Lightning Protection	Minor variance.
Variance	(41)	Upgrading Residential CCTV Systems	Minor variance.
Variance	(40)	Next Steps Accommodation Programme	Minor variance.
Variance	(33)	Communal Boilers	Minor variance.
Variance	(32)	Bathrooms	Minor variance.
Variance	(26)	Environmental Improvements	Minor variance.
Variance	(20)	HRA Owned Playgrounds Refurbishment	Minor variance.
Variance	(18)	Seniors Improvements	Minor variance.
Variance	(15)	Lifts	Minor variance.
Variance	(15)	Sheltered Services Systems	Minor variance.
Variance	(13)	New Housing Management ICT system	Minor variance.
Variance	(3)	Ventilation	Minor variance.

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Variance	1	Housing Centre - Heating & Ventilation System	Minor variance.
Variance	3	Internal Decorations & Repairs	Minor variance.
Variance	3	Capital Works Assessment	Minor variance.
Variance	7	Minor Capital Works	Minor variance.
Variance	8	TV Aerials	Minor variance.
Variance	10	Roofing	Minor variance.
Variance	13	BHCC Projects	Minor variance.
Variance	19	Oxford Street	Minor variance.
Variance	23	Fencing	Minor variance.
Variance	51	Empty Properties	Minor variance.
Variance	56	City-Wide Loft Conv & Ext Project	Minor variance.
Variance	86	Structural Repairs	Minor variance.
Variance	198	Condensation & Damp Works	There has been a significant increase in damp and condensation cases reported in 2022/23. Cases have increased from 110 active cases in September 2022 to 1,337 active cases in May 2023. This increase is as a result of the increase in awareness following the tragic death in Rochdale and the impact of the fuel crises resulting in tenants reducing the energy used to heat their homes. The service has responded promptly to this issue engaging additional contractor resource to support our in-house resource. This spend has been used both to combat the initial impacts of damp and mould and provide additional resource to deal with material and structural defects which contribute to damp and condensation. Based on current trends spends at this level are likely to continue until some of the inherent defects in our stock are remedied. It has been necessary to use waivers for procurement due to the need to respond quickly, however the service intends to procure a framework over the summer period to ensure that the council is achieving value for money. Spend will be closely monitored through the TBM process but it is anticipated that there will be a similar level spend for the financial year 2023/24.
Variance	306	Domestic Rewire	There was an increased spend against domestic re-wires, due to inflation and the impact of the testing program, resulting in more works than in previous years.

Governance, People & Resources - Capital Budget Summary

Forecast Variance Month 9 £'000	Unit	Reported Budget Month 9 £'000	Reported at Other Committees/ IFRS Changes £'000	New Schemes £'000	Variations, Slippages & Reprofiles £'000	Reported Budget Month 12 £'000	Provisional Outturn £'000	Provisional Variance £'000	Provisional Variance %
0	Chief Executive Monitoring Office	0	0	0	0	0	0	0	0.0%
0	Policy & Communications	0	0	0	0	0	0	0	0.0%
0	Legal & Democratic Services	0	0	0	0	0	0	0	0.0%
0	Life Events	0	0	0	0	0	0	0	0.0%
0	Customer Modernisation & Data	0	0	0	70	70	70	0	0.0%
0	Finance	150	0	0	(81)	69	69	0	0.0%
0	Procurement	0	0	0	0	0	0	0	0.0%
0	HR & Organisational Development	190	0	0	(117)	73	73	0	0.0%
(115)	IT&D	1,717	0	0	259	1,976	1,976	(0)	0.0%
0	Welfare Revenue & Business Support	0	0	0	0	0	0	0	0.0%
0	Housing Benefit Subsidy	0	0	0	0	0	0	0	0.0%
0	Contribution to Orbis	0	0	0	0	0	0	0	0.0%
(115)	Total Governance, People & Resources	2,057	0	0	131	2,188	2,188	(0)	0.0%

Details of Variation requests and explanations of significant Forecast Variances, Slippage or Reprofiles are given below:

Detail Type	Amount £'000	Project	Description
Customer Modernisation & Data			
Variation	70	Carefirst Replacement Project	Minor variation.
Finance			

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Slippage	(81)	Enterprise Resource Planning Programme	Minor slippage.
HR & Organisational Development			
Slippage	(117)	Replacement Learning Management System	Funding agreed for a three-year period, however, budget needs to be reprofiled in line with planned expenditure levels across the three years of the project.
IT&D			
Reprofile	116	Wide Area Network - The Link (SEG)	Budget reprofiled at TBM9 was based on information from partners at ESCC. However, the amount needed to contribute to the core fibre build costs was higher in 2022/23 than advised so this led to the need to reprofile some budget back. The fibre build costs are still within budget but more was paid in 2022/23 than was expected at TBM9.
Reprofile	85	Digital Organisation Programme 2020	Minor reprofiling required.
Slippage	(36)	IT Equipment for Members	Minor slippage.
Variation	81	Digital Organisation Programme 2020	Minor variation.
Variation	13	IT Equipment - Future Ways of Working	Minor variation.

Note: There are currently no capital budgets to report on for Corporate Budgets.

New schemes and Future Years Variations to be added to the Capital Programme for 2022/23 and 2023/24 to be approved

New Capital Project Approval Request	
Directorate:	Economy, Environment & Culture
Unit:	Cit Environment Management - Cityparks
Project Title:	Tennis Court Improvement
Total Project Cost (All Years) £:	£273,292

Purpose, Benefits & Risks:
The scheme will support bringing the city's tennis courts back up to a playable state and to put them in a financially sustainable situation. A grant of £0.245m has been awarded from the Lawn Tennis Association toward this project. The grant also covers charging and booking equipment and programmes. Generally, the service will be delivered by CIC's (Community Interest Company) going forward, however, where CICs are not formed, the council will need to run these courts.

Capital Expenditure Profile (£'000):						
Funding Source (see guidance below)	2022/23	2023/24	2024/25	2025/26	2026/27	Total All Years
Lawn Tennis Association (LTA) capital grant	£180,000	£65,176				£245,176
External Contribution	£10,000					£10,000
Revenue contribution – Income Collection & Planned Maintenance	£10,000	£8,116				£18,116
Total Estimated Costs & Fees	£200,000	£73,292				£273,292

Financial Implications:
A capital grant for tennis court upgrades of £0.245m is being provided by the Lawn Tennis Association to support the tennis court upgrade programme over the two financial years. The financial shortfall is being made up of funding pots, including income collection and a public donation via Saltdean revenue contributions. It is anticipated both sums will be in the region of £0.010m so the top up sum required from the service revenue maintenance budget will be much smaller than the £0.025m earmarked for the city's tennis courts. Any top up required will be from the 2023/24 budget allocation. Some works have had to commence to ensure seasonal use is optimised.

New Capital Project Approval Request	
Directorate:	Housing, Neighbourhoods & Communities
Unit:	Housing General Fund
Project Title:	Travellers Site Fund
Total Project Cost (All Years) £:	£504,900

Purpose, Benefits & Risks:
<p>The Traveller Site Fund aims to increase the provision of traveller sites to address under-provision, maintain an appropriate level of supply and reduce the level of unauthorised encampments by refurbishing existing transit or permanent sites, equipment, and facilities associated with existing temporary stopping places. This scheme aims to deliver:</p> <ol style="list-style-type: none"> 1) Improved shower/toilet facilities 2) Expansion of the community room 3) Construction of a playground for the children

Capital Expenditure Profile (£'000):						
Funding Source (see guidance below)	2022/23	2023/24	2024/25	2025/26	2026/27	Total All Years
Grant from DLHUC		£504,900				£504,900
Total Estimated Costs & Fees		£504,900				£504,900

Financial Implications:
<p>This scheme is wholly funded by the grant from DLUHC and was awarded in January 2023. The project plan is out for agreement with DLUHC and the spend will be in 2023/24. The children's playground will require on-going revenue maintenance, however, the new investment should attract more families to the site and therefore rental and service charge income will increase to cover any extra maintenance costs which are expected to be manageable within budget.</p>

New Capital Project Approval Request	
Directorate:	Health & Adult Social Care
Unit:	Provider Services, Wayfield Avenue
Project Title:	New Vehicle
Total Project Cost (All Years) £:	£38,700

Purpose, Benefits & Risks:
<p>There is a need to purchase a new County Car to replace the existing one. It is intended to purchase an all-electric vehicle to comply with the Council's commitment to reduce carbon footprint. There will also be a need for a charge point to be installed at the Wayfield Avenue site at a cost of circa £1,700.</p> <p>The vehicle specification and requirements have been reviewed by Directorate Management and Finance to ensure value for money.</p>

Capital Expenditure Profile (£'000):						
Funding Source (see guidance below)	2022/23	2023/24	2024/25	2025/26	2026/27	Total All Years
Capital Receipts		£20,700				
Capital Borrowing		£18,000				
Total Estimated Costs & Fees		£38,700				

Financial Implications:
<p>Wayfield Avenue received £20,709.60 from the sale of 2 minibuses which had been used to transport service users to and from their Day Centre. This Day Centre was closed permanently during 2021/22. The capital receipt from these sales can be set aside to support the purchase of a new County Car for Wayfield Avenue. The current car is old, unreliable, and costing money and increasing time off the road to repair. Capital borrowing will be used to match-fund the capital receipt and will be repaid over 5 years from within the existing service revenue budget.</p>

Appendix 9 – Schedule of Reserves

	Opening Balance as at 1st April 2022 £'000	Movement in Year £'000	Closing Balance as at 31st March 2023 £'000
General Fund Reserves			
General Fund Working Balance	9,000	-3,020	5,980
General Fund Balances (year-end balances pending allocation)	5,509	-2,761	2,748
Capital Reserves (GF)	215	-85	130
Library PFI Reserve	950	17	967
Schools PFI Project Reserve	815	-655	160
Waste PFI Project Reserve	5,674	1,370	7,044
Section 106 Receipts (Revenue)	609	0	609
Section 106 Interest	531	0	531
Brighton Centre Redevelopment Reserve	1,133	-280	853
Customer Access & Accommodation Strategies & The Link Network Upgrade Reserve	25	0	25
ICT Investment Reserve	494	0	494
Environmental Enforcement Reserve	205	-57	148
Winter Maintenance	325	46	371
Outdoor Events	160	-160	0
Dome Planned Maintenance	191	19	210
Hove Park 3G Pitch Renewal	15	0	15
Surface Water Management Reserve	341	25	366
BikeShare Scheme Reinvestment Reserve	135	-86	49
Sports Facilities Reserve	178	152	330
Section 117 Reserve	300	-300	0
Licensing - other reserve	44	-26	18
Taxi Licensing	145	-84	61
Trading Standards seized goods	0	7	7
Stanmer Park Parking Surplus	170	80	250
East Brighton Parking Surplus	19	44	63
Preston Park Parking Surplus	306	-18	288
Road Works Permit Scheme	33	64	97
Overdown Rise Footpath Maintenance	20	0	20
i360 Reserve	9,083	-9,083	0
Departmental Carry Forwards 2021/22	5,962	-5,962	0
Departmental Carry Forwards 2022/23	0	0	2317
HMO Licensing Fees Reserve	523	150	673
HMO Additional Licensing Fees (3)	194	-194	0
Phoenix House Sinking Fund	60	0	60
Damage Deposit Guarantee Scheme	200	-106	94
RP&M Trust Sinking Fund	191	210	401
Cemeteries Maintenance Reserve	57	3	60
PRS Rent Deposit Scheme	41	-41	0
Travellers Site Capital Reserve	79	0	79
Revenue Grants Reserve	3,779	1,448	5,227

Appendix 9 – Schedule of Reserves

	Opening Balance as at 1st April 2022 £'000	Movement in Year £'000	Closing Balance as at 31st March 2023 £'000
Revenue Grants Reserve - DSG	35	333	368
Collection Fund S31 adjustment reserve	21,479	-20,308	1,171
City Deal New England House Development Reserve	4,484	-4,377	107
Schools LMS Balances	8,135	-3,595	4,540
Portslade Adult Learning	20	0	20
Investment Properties (Dilapidations)	239	-239	0
Restructure Redundancy Reserve	157	-129	28
Total General Fund Reserves	82,260	-45,281	36,979

Capital Receipts & Unapplied Contributions

Capital Receipts Reserve	24,193	-7,984	16,209
Community Infrastructure Levy (CIL) - Admin reserve	0	0	0
CIL - Neighbourhood reserve	131	360	491
CIL - Strategic reserve	702	1,921	2,623
Government Grants Unapplied	453	-65	388
Other External Contributions Unapplied	1,829	0	1,829
Developer Contributions Unapplied (S106 Capital)	350	-4	346
Total Capital Receipts & Unapplied Contributions	27,658	-5,772	21,886
Total General Fund incl Capital Receipts & Contributions	109,918	-51,053	58,865

HRA Reserves

HRA Working Balance	7,380	-3,211	4,169
Capital Reserves (HRA)	1,160	-480	680
Estates Development Budget Reserves	326	-26	300
Renewable Energy Reserve	137	-18	119
Rent Support Reserve	92	797	889
Responsive Repairs Catch Up Works	0	940	940
Sustainability works and retrofit reserve	4,010	1,200	5,210
Total HRA Reserves	13,105	-798	12,307
Total Reserves	123,023	-51,851	71,172

Brighton & Hove City Council

Strategy, Finance and City Regeneration Committee

Agenda Item 12

Subject: Procedure for Allocating Shoreham Harbour Eco-towns Funding

Date of meeting: 22 June 2023

Report of: Executive Director Economy, Environment and Culture

Contact Officer: Name: Liz Hobden
Tel: 01273 292504
Email: liz.hobden@brighton-hove.gov.uk

Ward(s) affected: South Portslade

For general release

1. Purpose of the report and policy context

- 1.1 In 2010/11 , Eco-towns funding was secured to support sustainability initiatives in Shoreham Harbour and was split across the two main authorities – Adur District Council and Brighton & Hove City Council. The city council has held the £460k capital funding for the sustainability projects.
- 1.2 It was requested by the unanimous resolution on the 'Re-assignment of Eco-towns Funding' report at July 2022 Policy and Resources, that 'a report be brought back to Policy & Resources Committee detailing how the (Eco-towns) funds will be allocated'.
- 1.3 This report sets out and seeks agreement to the procedure for identifying projects for Eco-towns fund, which was discussed and agreed at Shoreham Harbour Leaders' Board in February 2023.

2. Recommendations

- 2.1 That Committee agrees the procedure set out in paragraph 3.7 to allocate £460k of Eco-towns capital funding across the Shoreham Harbour Area.
- 2.2 That Committee agrees to amend the July 2022 resolution to delegate authority to the Assistant Director for City Development and Regeneration to agree the detail of spend in consultation with the Chair of Strategy, Finance and City Regeneration Committee.

3. Context and background information

- 3.1 In 2010-11 £750k of Government EcoTowns funding was secured to support sustainability initiatives in Shoreham Harbour. It was split across the two main local authorities, Adur Council and Brighton & Hove. £290k revenue funding was received primarily to deliver the Shoreham Harbour Joint Area Action Plan (JAAP); and £460k capital was received for funding sustainability projects.
- 3.2 The grant was made under section 31 of the Local Government Act 2003, which provides that the payer may determine the purpose of the grant and the circumstances in which it must be repaid. The conditions of the grant are that:
- It may be used only for the purposes that a capital receipt may be used. These purposes are set out in Regulation 23 of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 and would include the use of the grant to meet capital expenditure.
 - The annual declaration is made as per paragraph 3 of the conditions.
- 3.3 It was resolved (as amended - emboldened) at Policy and Resources Committee on 7 July 2022 (see appendix) that:
- (i) That Committee agrees re-assignment of EcoTowns capital funding to climate change and biodiversity projects across the Shoreham Harbour Area **and that a report is brought back to Policy & Resources Committee detailing how the funds will be allocated;**
- (ii) That Committee Agrees indicative governance arrangements set out in paragraph 3.7 and delegates authority to the Assistant Director for City Development and Regeneration to agree the detail with the relevant authorities in consultation with the **Group Spokespersons** of Policy & Resources Committee.
- 3.4. It was therefore agreed (in para 3.7 of the July 22 P&R Report) that Governance of the fund is carried out through the existing bodies used to take forward projects in the area and determine past spend of the revenue element of the grant:
- **Shoreham Harbour Project Board** – Senior Officer representation from each authority and Shoreham Port Authority (SPA). The Officer Project Board will prepare and agree options and proposals for spend of the Eco Towns Grant to go to Shoreham Harbour Leaders' Board for agreement.
 - **Shoreham Harbour Leaders' Board** – is composed of senior elected councillors of the member authorities and the Chief Executive of SPA. The Board has decision making powers and will have oversight of implementation of capital spend.
- 3.5 It was also agreed that the objectives of the funding are required to align with the sustainability objectives and themes in the adopted Shoreham Harbour Joint Area Actions Plan (see background documents – summary of objectives in appendix 1, P&R Report).

3.6 Since July 2022, joint work has been undertaken by officers of the City Council and Adur District Council (ADC) to define the procedure for spending the fund. A report setting these out was subsequently agreed at Shoreham Harbour Leaders' Board in February 2023 (see appendix 2).

3.7 The proposed procedure and framework agreed by the Leaders' Board, as requested by July 22 P&R Committee, is:

- **Location** - projects would be prioritised which lie along travel routes close to the harbour with the theme of green travel corridors and active travel.
- **Eligibility** – that most of the funding is allocated to strategic projects initiated by the regeneration project partners (local authorities and Shoreham Port Authority). Some funding would be reserved for special interest groups, and local community groups within the area. This would bring forward a wide range of projects.
- **Funding Split** – Geographically, approximately one third of the regeneration area is in Brighton and Hove, and two thirds in Adur. It is proposed that the funding split reflects this.

Location	Strategic project fund	Community project fund	Total
Adur	£240k	£60k	£300k
Brighton & Hove	£120k	£40k	£160k

- **Defines minimum and maximum per project** - The creation of a green corridor would seek several projects along the length of the Joint Area Action Plan boundary, therefore it is suggested that £100k would be the maximum available for the strategic project fund. This would mean the fund would not be able to fund large infrastructure projects but instead would focus on adding value. For the community project fund, a minimum allocation of £10k is advised to reduce time spent in administration of the fund.
- **Sets the conditions for funding** - It will be important that allocated funding has certainty of being delivered within a reasonable timescale. Therefore, it is proposed that priority should be given to projects led by established organisations with a track record of project delivery in the area, and that a 2-year timeframe is set for projects to spend a minimum percentage of the funding should be included. Further, that projects should report annually on their progress to the Leaders Board.
- **Applying for the fund** – an application and evaluation process will be devised jointly by the city council and Adur DC and jointly launched and publicised with each authority administering the fund within its own boundaries.

3.8 Finally, following the outcome of the election in May 23, it is proposed that the resolution of July 2022 Policy and Resources Committee is amended to allow delegation of final sign off of spend to the Assistant Director of City Development and Regeneration in consultation with the Chair of Strategy,

Finance and City Regeneration Committee rather than with Group Spokespersons.

4. Analysis and consideration of alternative options

- 4.1 A number of alternative options were considered by officers at Brighton & Hove CC and Adur DC in developing the proposals/procedure for identifying projects on which to spend Eco-towns capital funding. The proposed options are considered the preferred option.

5. Community engagement and consultation

- 5.1 The report has been prepared in consultation with the Shoreham Harbour Project Board, of senior officers from BHCC, Adur DC, West Sussex CC and Shoreham Port Authority. A report was prepared setting out the procedure for spending the funds and was agreed at Shoreham Harbour Leaders' Board in February 2023.
- 5.2 Appropriate levels of engagement and communication will be carried out to invite bids for the proposed community project fund.

6. Conclusion

- 6.1 Committee is requested to agree the proposed procedure for allocating £460k of Eco-towns funding set out in paragraph 3.7 of the report and to agree a minor amendment to the resolution of July 2022 P&R Committee.

7. Financial implications

- 7.1 There are no direct financial implications arising from this report. The council has held the grant balance for several years for which grant conditions set out in section 3.2; the funding must be used for the purpose that a capital receipt would be used for which includes capital spend; and that an annual declaration is made by the section 151 officer. Where a suitable capital project is identified for use of this grant, a report will be brought back to this committee for approval within the capital programme along with any other funding required.

Name of finance officer consulted: John Lack Date consulted: 08/06/23

8. Legal implications

- 8.1 As set out in the report, the grant funding can be spent only in accordance with the grant conditions. The legislative background to the use of the funding is also referenced in the body of the report.

Name of lawyer consulted: Katie Kam Date consulted 07/06/23:

9. Equalities implications

- 9.1 Decisions on spending of the fund will be required to meet equalities duties.

10. Sustainability implications

- 10.1 Spend of the Eco-towns funding will be required to meet the main principles of sustainability and biodiversity set out in the adopted Shoreham Harbour Joint Area Action Plan.

Supporting Documentation

1. Appendices

1. Re-assignment of EcoTowns Funding Report to Policy and Resources Committee, 7 July 2022.
2. Eco Towns Funding Proposal 2023: Shoreham Harbour Leaders Board, February 2023.

2. Background documents

- 1 Shoreham Harbour Joint Area Action Plan

Brighton & Hove City Council

Policy and Resource Committee

Agenda Item 23

Subject: Re-assignment of EcoTowns Funding

Date of meeting: 7 July 2022

Report of: Executive Director Economy Environment and Culture

Contact Officer: Name: Liz Hobden
Tel: 01273 29504
Email: liz.hobden@brighton-hove.gov.uk

Ward(s) affected: South Portslade

For general release

1. Purpose of the report and policy context

- 1.1 In 2010-11 £750k of EcoTowns Grant was secured to support sustainability initiatives in the Shoreham Harbour Area and was split between Brighton & Hove and Adur District. It was agreed that the capital funding element of £460k was awarded to Brighton & Hove and directed toward an Eco Visitor Centre linked to the carbon neutral Portzed development (9-16 Aldrington Basin).
- 1.2 This report seeks to re-assign the capital funding from the unimplemented Portzed scheme to wider climate change and biodiversity projects across the Shoreham Harbour area; and to agree indicative governance arrangements.

2. Recommendations

- 2.1 That Committee agrees re-assignment of EcoTowns capital funding to climate change and biodiversity projects across the Shoreham Harbour Area.
- 2.2 That Committee agrees indicative governance arrangements set out in paragraph 3.7 and delegates authority to the Assistant Director for City Development and Regeneration to agree the detail with the relevant authorities in consultation with the Chair of Policy and Resources Committee.

3. Context and background information

- 3.1 In 2010-11 £750k of Government EcoTowns funding was secured to support sustainability initiatives in Shoreham Harbour. It was split across the two main local authorities. Adur Council received £290k revenue funding (primarily used to deliver the Shoreham Harbour Joint Area Action Plan); and Brighton & Hove City Council received £460k capital funding for sustainability projects.

3.2 The grant was made under section 31 of the Local Government Act 2003, which provides that the payer may determine the purpose of the grant and the circumstances in which it must be repaid.

The conditions of the grant are that:

- It may be used only for the purposes that a capital receipt may be used. These purposes are set out in Regulation 23 of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 and would include the use of the grant to meet capital expenditure.
- The annual declaration is made as per paragraph 3 of the conditions.

3.3 In 2012, the BHCC funding was indicatively allocated to the PortZed development, 9-16 Aldrington Basin; towards an Eco Visitor Centre within the development, which was granted planning permission in 2014 (and subsequently amended in 2015). The development commenced in 2017 but has not proceeded since. Furthermore, the site owner has progressed a new development scheme to be brought forward on the site; and indications are that the scheme will no longer be carbon neutral.

3.4 For the reasons set out above, the capital grant has not been spent and remains held on the balance sheet by the city council.

3.5 Since the Eco Towns Grant was awarded there has been significant progress on joint working across the Shoreham Port Area. The Shoreham Harbour Joint Area Action Plan was adopted in 2019 by all the partner authorities (Adur District Council, BHCC and West Sussex County Council) and the Port Authority. The Plan sets out nine overarching objectives including a number that address the climate and biodiversity crisis including:

- Minimising carbon emissions and creating a renewable energy hub;
- Promoting sustainable transport choices including improved pedestrian, cycling and public transport facilities and choices;
- Reducing risk of flooding and adapting to climate change; and
- Adding to the natural capital of Shoreham Harbour Regeneration Area with net gains in biodiversity and multifunctional green infrastructure network.

3.6 Alongside this, Shoreham Port Authority (SPA) has achieved certified EcoPort status and has adopted sustainability goals and projects to achieve these. These include producing less carbon (e.g. electric vehicle fleet) and renewable energy production via solar, wind, water source heat pump technology and a green energy hub.

3.7 These clearly defined objectives will provide a robust framework for future decisions for a re-assigned Eco Towns Grant. It is proposed that Governance of the fund is carried out through the existing bodies used to take forward projects in the area and determine past spend of the revenue element of the grant:

- **Shoreham Harbour Project Board** – Senior Officer representation from each authority and SPA. The Officer Project Board will prepare and agree options and proposals for spend of the Eco Towns Grant to go to Shoreham Harbour Leaders' Board for agreement.

- **Shoreham Harbour Leaders' Board** – is composed of senior elected councillors of the member authorities and the Chief Executive of SPA. The Board has decision making powers and will have oversight of implementation of capital spend.

4. Analysis and consideration of alternative options

- 4.1 The alternative option is for no change and to leave the Eco Towns Grant tied to Portzed development scheme which is very unlikely to be implemented. In considering the two options, the current proposals will result in a better outcome in terms of climate change and biodiversity outcomes for Shoreham Harbour, the City Council, residents and businesses.

5. Community engagement and consultation

- 5.1 Extensive engagement was carried out during the preparation of the Shoreham Harbour Joint Area Action Plan. This engagement helped to shape the objectives and policies in the Plan; which was prepared jointly by the city council, Adur District Council and West Sussex County Council.
- 5.2 There has been consultation with officers at the partner authorities on the current report.

6. Conclusion

- 6.1 It is proposed that £460,000 Eco Towns capital grant held by Brighton & Hove City Council is released to fund wider climate change and biodiversity capital projects in the Shoreham Harbour Regeneration Area; to be agreed by the existing Shoreham Harbour cross-authority Governance structures.

7. Financial implications

- 7.1 There are no direct financial implications arising from this report. The council has held the grant balance for several years for which grant conditions set out in section 3.2; the funding must be used for the purpose that a capital receipt would be used for which includes capital spend; and that an annual declaration is made by the section 151 officer. Where a suitable capital project is identified for use of this grant, a report will be brought back to this committee for approval within the capital programme along with any other funding required.

John Lack:

Date consulted: 14/06/22

8. Legal implications

- 8.1 As set out in the report, the grant funding can be spent only in accordance with the grant conditions. The legislative background to the use of the funding is also referenced in the body of the report.

Hilary Woodward:

Date consulted: 16/06/22

9. Equalities implications

- 9.1 Equalities principles will underpin decision-making on the future spend of the Eco Towns Grant.

10. Sustainability implications

- 10.1 The Eco Towns capital grant will be spent on furthering sustainability goals and objectives in the adopted Shoreham Harbour Joint Area Action Plan.

11. Other Implications

- 11.1 None identified

Supporting Documentation

1. Appendices

- 1. Eco Towns Grant Determination 2010-11

2. Background documents

- 1. Shoreham Harbour Joint Area Action Plan 2019

Eco Towns Funding Proposal 2023: Shoreham Harbour Leaders Board

Summary

It is proposed that £460,000 Eco Towns capital grant held by Brighton & Hove City Council is released to fund wider climate change and biodiversity capital projects in the Shoreham Harbour Regeneration Area; to be agreed by the Shoreham Harbour cross-authority governance structures.

It is proposed that the grant funding should be directed towards creating a Shoreham Harbour Green Corridor from east to west through the JAAP area.

Recommendations

This report seeks to re-assign the capital funding from the unimplemented Portzed scheme to wider climate change and biodiversity projects across the Shoreham Harbour area; and to agree indicative governance arrangements.

Background

In 2010-11, £750k of Government EcoTowns funding was secured to support sustainability initiatives in Shoreham Harbour. It was split across the two main local authorities. Adur District Council received £290k revenue funding (primarily used to deliver the Shoreham Harbour Joint Area Action Plan); and Brighton & Hove City Council received £460k capital funding for sustainability projects.

The grant was made under section 31 of the Local Government Act 2003, which provides that the payer may determine the purpose of the grant and the circumstances in which it must be repaid. The conditions of the grant are that:

- It may be used only for the purposes that a capital receipt may be used. These purposes are set out in Regulation 23 of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 and would include the use of the grant to meet capital expenditure.
- The annual declaration is made.

In 2012, the BHCC funding was indicatively allocated towards a visitor centre at the PortZed development at Aldrington Basin, but this development has not proceeded. The capital grant has not been spent and remains held on the balance sheet by Brighton & Hove City Council.

In July 2022, BHCC's Policy & Resources Committee agreed re-assignment of EcoTowns capital funding to climate change and biodiversity projects across the Shoreham Harbour Area. Authority was delegated to the BHCC Assistant Director for City Development and Regeneration to agree the detail with the relevant authorities (Shoreham Harbour Leaders Board) in consultation with the Chair of BHCC's Policy and Resources Committee.

This paper now puts forward options for the use, allocation and governance of this funding.

Objectives of funding

Projects which address climate change and biodiversity were prioritised for this funding by the BHCC Policy & Resources Committee in July 2022. The Shoreham Harbour Joint Area Action Plan, adopted in 2019, sets out nine overarching objectives, several of which address the climate and biodiversity crisis:

- Minimising carbon emissions and creating a renewable energy hub;
- Promoting sustainable transport choices including improved pedestrian, cycling and public transport facilities and choices;
- Reducing risk of flooding and adapting to climate change; and
- Adding to the natural capital of Shoreham Harbour Regeneration Area with net gains in biodiversity and multifunctional green infrastructure network.

These clearly defined objectives will provide a robust framework for future decisions for the Eco Towns Grant.

It is suggested that a key theme for the funding could be the development of a green corridor through the regeneration area, combining projects which support biodiversity and active travel within a coherent overarching theme.

Location and eligibility of projects

Location – With the theme of an active / green travel corridor, projects would be prioritised which lie along travel routes close to the harbour. Projects which lie just outside the regeneration area could be included if they fit the themes and other criteria.

Eligibility – It is suggested that the majority of the funding is allocated to strategic projects originated by the regeneration project partners (local authorities and Shoreham Port Authority). Some funding would be reserved for special interest groups, and local community groups within the area. This would bring forward a wide range of projects. The usual caveats about ownership of land and permissions would be included.

Funding split – The £460k remaining funding was originally allocated to BHCC. However, developing a green biodiversity and active travel corridor through the JAAP would mean selecting projects that fall within both BHCC and Adur DC. Geographically approximately one third of the regeneration area is in Brighton and Hove, and two thirds in Adur. It is proposed that the funding split reflects this. The proposed funding split is as follows:

Location	Strategic project fund	Community project fund	Total
Adur	£240k	£60k	£300k
Brighton & Hove	£120k	£40k	£160k

Min / max funding per project – The creation of a green corridor would seek a number of projects from along the length of the JAAP, therefore it is suggested that £100k would be the maximum available for the strategic project fund. This would mean the fund would not be able to fund large infrastructure projects but instead would focus on adding value.

For the community project fund, a minimum allocation of £10k is advised to minimise time spent in administration of the fund.

Conditions of funding – In the current budgetary climate, it will be important that allocated funding has certainty of being delivered within a reasonable timescale. Therefore, it is suggested that priority should be given to projects led by established organisations with some track record of project delivery in the area, and that a 2-year timeframe for projects to have spent a minimum % (eg 50%) of the funds should be included. Projects should report annually on their progress to the Leaders Board.

Applying for the fund – If agreed, officers from BHCC and ADC will work together to devise an application and evaluation process. The fund would be jointly launched and publicised. However, each authority will administer the grant funding within its own boundaries.

Links into other policy/projects/programmes

The proposed green corridor would complement and/or contribute to the delivery of the following policies/projects/programmes:

- Adur & Worthing Councils Corporate Plan – Our Plan
- Adur Estuary sub group of the Adur & Ouse Catchment Partnership
- Sussex Bay
- Weald to Waves
- Adur River Landscape Recovery Project
- Kingsway to the Sea / Hove Western Lawns regeneration

Timeline

If agreed, it is suggested that funding is allocated during the 2023–2024 financial year. Projects should be delivered within two years of receipt of funding.

Governance

It is proposed that governance of the fund is carried out through the existing bodies used to take forward projects in the area and determine past spend of the revenue element of the grant:

- Shoreham Harbour Project Board – prepare and agree options and proposals for spend of the Eco Towns Grant to go to Shoreham Harbour Leaders' Board for agreement.
- Shoreham Harbour Leaders' Board – oversight of implementation of capital spend.

Community engagement and consultation:

Extensive engagement was carried out during the preparation of the Shoreham Harbour Joint Area Action Plan. This engagement helped to shape the objectives and policies in the Plan; which was prepared jointly by the Brighton & Hove City Council, Adur District Council and West Sussex County Council.

There has been consultation with officers at the partner authorities on the current report.

Document is Restricted

