



Brighton & Hove
City Council

Overview & Scrutiny

Title:	Overview & Scrutiny Commission
Date:	20 October 2009
Time:	4.00pm
Venue	Council Chamber, Hove Town Hall
Members:	Councillors: Mitchell (Chairman), Alford, Bennett, Elgood, Meadows, Morgan, Older, Peltzer Dunn, Pidgeon (Deputy Chairman), Randall and Wakefield-Jarrett
Contact:	Tom Hook Head of Overview & Scrutiny 29-1110 tom.hook@brighton-hove.gov.uk

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OVERVIEW & SCRUTINY COMMISSION

Contact Officer: Tom Hook
Ward Affected: All Wards;

Tel: 01273 - 29 - 1110

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For further details and general enquiries about this meeting contact Mary van Beinum, Overview & Scrutiny Support Officer, (29-1062, email mary.vanbeinum@brighton-hove.gov.uk) or email scrutiny@brighton-hove.gov.uk

Agenda Item 37

A. Declaration of Substitutes

Where a Member of the Commission is unable to attend a meeting for whatever reason, a substitute Member (who is not a Cabinet Member) may attend and speak and vote in their place for that meeting. Substitutes are not allowed on Scrutiny Select Committees or Scrutiny Panels.

The substitute Member shall be a Member of the Council drawn from the same political group as the Member who is unable to attend the meeting, and must not already be a Member of the Commission. The substitute Member must declare themselves as a substitute, and be minuted as such, at the beginning of the meeting or as soon as they arrive.

B. Declarations of Interest

- (1) To seek declarations of any personal or personal & prejudicial interests under Part 2 of the Code of Conduct for Members in relation to matters on the Agenda. Members who do declare such interests are required to clearly describe the nature of the interest.
- (2) A Member of the Overview and Scrutiny Commission, an Overview and Scrutiny Committee or a Select Committee has a prejudicial interest in any business at meeting of that Committee where –
 - (a) that business relates to a decision made (whether implemented or not) or action taken by the Executive or another of the Council's committees, sub-committees, joint committees or joint sub-committees; and
 - (b) at the time the decision was made or action was taken the Member was
 - (i) a Member of the Executive or that committee, sub-committee, joint committee or joint sub-committee and
 - (ii) was present when the decision was made or action taken.
- (3) If the interest is a prejudicial interest, the Code requires the Member concerned:-
 - (a) to leave the room or chamber where the meeting takes place while the item in respect of which the declaration is made is under consideration. [There are three exceptions to this rule which are set out at paragraph (4) below].
 - (b) not to exercise executive functions in relation to that business and
 - (c) not to seek improperly to influence a decision about that business.
- (4) The circumstances in which a Member who has declared a prejudicial interest is permitted to remain while the item in respect of which the interest has been declared is under consideration are:-

(a) for the purpose of making representations, answering questions or giving evidence relating to the item, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise, BUT the Member must leave immediately after he/she has made the representations, answered the questions, or given the evidence,

(b) if the Member has obtained a dispensation from the Standards Committee, or

(c) if the Member is the Leader or a Cabinet Member and has been required to attend before an Overview and Scrutiny Committee or Sub-Committee to answer questions.

C. Declaration of party whip

To seek declarations of the existence and nature of any party whip in relation to any matter on the Agenda as set out at paragraph 8 of the Overview and Scrutiny Ways of Working.

D. 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 2 of the Agenda states in its heading the category under which the information disclosed in the report is confidential 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.

BRIGHTON & HOVE CITY COUNCIL
OVERVIEW & SCRUTINY COMMISSION
4.00PM 8 SEPTEMBER 2009
COUNCIL CHAMBER, HOVE TOWN HALL
MINUTES

Present: Councillors Mitchell (Chairman); Alford, Bennett, Elgood, Meadows, Morgan, Older, Pidgeon (Deputy Chairman), Randall and Wakefield-Jarrett

PART ONE

25. PROCEDURAL BUSINESS

25a Declarations of Substitutes

There were none.

25b Declarations of Interests

There were none.

25c Declaration of Party Whip

There were none.

25d Exclusion of Press and Public

In accordance with section 100A(4) of the Local Government Act 1972, it was considered whether the press and public should be excluded from the meeting during the consideration of any items contained in the agenda, having regard to the nature of the business to be transacted and the nature of the proceedings and the likelihood as to whether, if members of the press and public were present, there would be disclosure to them of confidential or exempt information as defined in section 100I (1) of the said Act.

RESOLVED: That the press and public be not excluded from the meeting.

26. MINUTES OF THE MEETING HELD ON 14 JULY

26.1 RESOLVED – that the minutes of the meeting held on 14 July be approved and signed by the Deputy Chairman.

27. PUBLIC QUESTIONS/LETTERS FROM COUNCILLORS/NOTICES OF MOTION REFERRED FROM COUNCIL

27.1 There were none.

28. CHAIRMAN'S COMMUNICATIONS

28.1 The Chairman confirmed that the informal workshop on the Sustainable Community Strategy as agreed at the previous meeting, would be held on Friday 9 October at 4pm in Brighton Town Hall.

29. PLACE SURVEY

29.1 Cabinet Member for Central Services, Councillor Ayas Fallon-Khan and the Head of Analysis and Research introduced the report on the Place Survey 2008: Findings and Comparator Results.

29.2 There are some significant areas of extremely good results, such as residents being happy with Brighton and Hove as a place to live, and others where more work is needed. Further mapping and analysis could be done if needed.

29.3 Explaining some of the findings in more depth, the Head of Analysis and Research explained that many of the results are based on perceptions which are influenced by expectations and both were difficult to quantify and interpret. For example, our satisfaction levels as a council have stayed relatively stable since 2000 where levels have declined considerably in other areas.. The media and messages about the council also have an effect on perceptions.

29.4 The Commission heard replies to questions about anti-social behaviour, refuse and doorstep recycling collections and getting involved in decisions. Communal bins and the recruitment for a six-month period of a social media officer were also discussed.

29.5 Additional funding from the DCLG had been secured to support community engagement across the City. In line with the duty to involve and promote democracy, the 'Get Involved' day was being planned for 21 November.

29.6 The Chairman asked that the draft City Volunteering Strategy (report paragraph 4.3 refers) be brought to OSC.

29.7 **RESOLVED;** (1) that the report be noted and (2) that the draft volunteering strategy be requested to a future meeting.

30. SCOPING REPORT ON DISABILITIES ISSUES

30.1 The Head of Equalities and Inclusion introduced the report on disability issues.

30.1 Members asked about the built environment and 'Lifetime Neighbourhood' concept, support for Carers of people with disabilities, disabled young people, the staff bus and encouraging people with disabilities to apply for Council jobs.

30.3 The Head of Equalities and Inclusion gave further details and answered questions. HR monitoring information does not specify the type of impairment, though some staff belonging to the Disabled Workers Forum are known to be visually impaired.

30.4 The Commission welcomed the report and agreed that it wished positively to support officers in the good work already being done.

30.5 It was agreed to establish a four-Member Panel to ensure progress on the issues raised about staff disabilities from the Diversity Peer Challenge (as reported to 14 July OSC) and to investigate:

-- issues relating to performance under the Local Area Agreement.

-- action taken by the council to encourage people with disabilities to apply for a job

30.6 Progress from the Equalities and Inclusion Action Plan, was already being monitored via the regular reports within the existing OSC work programme.

30.7 **RESOLVED** - that OSC establish a four-Member scrutiny panel as minuted at 30.5 above.

31. STRENGTHENING LOCAL DEMOCRACY - RESPONSE TO GOVERNMENT CONSULTATION

31.1 The Head of Overview and Scrutiny presented the draft response to the Government consultation on Strengthening Local Democracy that would be considered by the 22 September Governance Committee.

31.2 It was agreed that the Committee would like to see universities in the list of bodies that can be subject to scrutiny committees. This point would be added to the consultation response from ECSOSC.

31.3 In discussing the draft response Members said adequate resourcing of scrutiny was important, as was the need to take scrutiny recommendations seriously.

31.4 **RESOLVED;** that subject to the addition of universities to the list of bodies that can be scrutinised, the draft response to the consultation questions (report Appendix 2) be agreed.

32. SCRUTINY OF BUDGET PROPOSALS

32.1 The Head of Scrutiny outlined the proposed budget scrutiny process and timetable for 2010/2011. At report paragraph 3.5, the 16 January should read 26 January 2010.

32.2 It was asked at what stage Equalities Impact Assessments are being carried out on the budget proposals. Officers would provide a reply.

32.3 Some Members expressed discontent with the timetable for the budget scrutiny seminars; the dates were being circulated to all scrutiny committee councillors.

32.4 **RESOLVED:** that the process for scrutiny of the budget be agreed and that officers be instructed to make the necessary arrangements.

33. OVERVIEW AND SCRUTINY COMMISSION'S WORK PROGRAMME

33.1 The Commission noted its work programme and the Chairman asked for an additional item; Recovery of Council Tax Arrears, to be added.

33.2 Councillor Mitchell asked if there had been a change in the Council's approach to recovery of arrears, or a different tone or emphasis was being taken in communicating with people. Members questioned whether residents' circumstances were properly taken into

account at a time of financial hardship, and what help and advice was available. It was agreed to ask for a report.

33.3 **RESOLVED**; that the Commission request a report on the recovery of council tax arrears.

34. COUNCIL'S FORWARD PLAN

34.1 The Council's Forward Plan was noted and Members and asked for further information on Corporate Procurement of Energy - Sub 100Kw Energy Contract for 2010 Onwards which was due to be considered at 17 September Cabinet. There was particular interest in sustainability issues.

34.2 There was a query as to why the 'Charter House Hotel – Proposed Future Options' report to 17 September Cabinet had earlier been deferred 'at the request of the Director due to O&S requirements for consultation.' Officers would clarify the reasons for this.

34.3 **RESOLVED** that Members request a report for the next meeting, on the Corporate Procurement of Energy - Sub 100Kw Energy Contract for 2010 Onwards.

35. GP-LED HEALTH CENTRE SCRUTINY REPORT

35.1 Members noted the report of the scrutiny panel scrutiny as agreed at Health Overview and Scrutiny Committee on 8 July.

36. ITEMS TO TAKE FORWARD TO CMM CABINET OR COUNCIL

35.1 The endorsed GP-led Health Centre scrutiny panel report has been sent to the Primary Care Trust.

The meeting concluded at 5.15pm

Signed

Chair

Dated this

day of

OVERVIEW AND SCRUTINY COMMISSION

Agenda Item 42

Brighton & Hove City Council

Subject:	Targeted Budget Management (TBM) Month 4		
Date of Meeting:	17 September 2009 Cabinet: agenda Item 73 20 October 2009 OSC		
Report of:	Director of Finance & Resources		
Contact Officer:	Name:	Nigel Manvell	Tel: 29-3104
	E-mail:	nigel.manvell@brighton-hove.gov.uk	
Key Decision:	Yes	Forward Plan No: CAB11485	
Wards Affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 This report sets out the forecast outturn position on the revenue and capital budgets as at the end of July 2009 (month 4).

2. RECOMMENDATIONS TO OSC:

That Overview and Scrutiny Commission notes the report to Cabinet and questions the key areas of forecast overspend.

RECOMMENDATIONS ACCEPTED BY CABINET

- 2.1 That Cabinet notes the forecast outturn for the General Fund, Section 75 Partnerships and Housing Revenue Account (HRA) for 2008/09 as at month 4.
- 2.2 That Cabinet notes that further recovery measures will be identified by month 6 to achieve a balanced budget.
- 2.3 That Cabinet notes the forecast outturn position on the capital budgets as at month 4.
- 2.4 That Cabinet approves the changes to the capital budget as summarised in Appendix 3 and detailed in Appendices 4 – 6.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

3.1 The table below shows the forecast outturn position for council controlled budgets within the general fund, including directorates and centrally managed budgets and the outturn on NHS managed S75 Partnership Services.

Forecast Variance Month 3		2009/10 Budget Month 4	Forecast Outturn Month 4	Forecast Variance Month 4	Forecast Variance Month 4
£'000	Directorate	£'000	£'000	£'000	%
879	Adult Social Care & Housing	43,075	43,886	811	1.9%
53	S75 Learning Disability Services	23,804	23,804	-	0.0%
1,107	Children & Young People's Trust	54,148	55,713	1,565	2.9%
(72)	Finance & Resources	18,765	18,723	(42)	-0.2%
70	Strategy & Governance	12,540	12,540	-	0.0%
240	Environment	38,150	38,664	514	1.3%
232	Culture & Enterprise	12,107	12,389	282	2.3%
2,509	Sub Total	202,589	205,719	3,130	1.5%
(745)	Centrally Managed Budgets	26,167	25,422	(745)	-2.8%
1,764	Total Council Controlled Budgets	228,756	231,141	2,385	1.0%
336	NHS Trust managed S75 Servs	13,540	13,832	292	2.2%
2,100	Total Overall Position	242,296	244,973	2,677	1.1%

3.2 The Total Council Controlled Budgets line in the above table represents the total current forecast risk to the council's General Fund. This includes all directorate budgets, centrally managed budgets and council-managed Section 75 services. The NHS Trust-managed Section 75 Services line represents those services for which local NHS Trusts act as the Host Provider under Section 75 Agreements. Services are managed by Sussex Partnership Trust and South Downs Health Trust and include health and social care services for Adult Mental Health, Older People Mental Health, Substance Misuse, AIDS/HIV, Intermediate Care and Community Equipment. The financial risk for these services generally lies with the relevant provider Trust. The forecast outturn on the HRA is as follows:

Forecast Variance Month 3		2009/10 Budget Month 4	Forecast Outturn Month 4	Forecast Variance Month 4	Variance Month 4 %
£'000	Housing Revenue Account	£'000	£'000	£'000	
(120)	Expenditure	47,869	47,704	(165)	-0.3%
204	Income	(47,869)	(47,615)	254	0.5%
84	Total	-	89	89	

3.3 The overspend forecast of £2.385 million (excluding S75 Partnerships) is explained in more detail in Appendix 1. This forecast compares to an overspend of £0.718 million for the same period last year, although this included a £1.8 million in-year improvement on concessionary fares' costs. The underlying forecast was therefore a £2.5 million overspend. Higher forecasts at this stage of the year have therefore been seen in previous years prior to measures and actions to manage demands and costs taking effect during the remainder of the

year. However, current pressures are substantial and need to be actively managed throughout the year to ensure breakeven, particularly given that there are unlikely to be significant savings from financing costs and investment income as in previous years.

- 3.4 For this reason, the revenue budget approved by Council includes significant and appropriate risk provision (contingency) and there are other potential in-year contingencies and provisions, for example, pay awards and an improving collection fund balance, that will need to be retained until the position on TBM is clearer later in the year.

Corporate Critical Budgets

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

Forecast Variance Month 3 £'000		2009/10 Budget Month 4 £'000	Forecast Outturn Month 4 £'000	Forecast Variance Month 4 £'000	Forecast Variance Month 4 %
	Corporate Critical				
821	Child Agency & In House	18,144	19,143	999	5.5%
63	Sustainable Transport	(911)	(758)	153	16.8%
(250)	Housing Benefits	159,350	159,050	(300)	-0.2%
(220)	Concessionary Fares	7,345	7,125	(220)	-3.0%
800	Community Care	22,763	23,568	805	3.5%
53	Section 75 Learning Disabilities	20,657	20,657	-	0.0%
1,267	Total Council Controlled	227,348	228,785	1,437	0.6%
336	S75 NHS & Community Care	11,323	11,615	292	2.6%
1,603	Total Corporate Criticals	238,671	240,400	1,729	0.7%

- 3.6 The key activity data for each of the corporate critical budgets is detailed in Appendix 2. Note that the analysis in Appendix 2 will not always match exactly the outturn variances shown in the table above, due to a number of different elements that can affect the outturn. The Appendix is designed to highlight the key underlying activity data that is having the most significant effect on the forecast. Narrative explanations regarding the projections are contained within the individual directorate forecasts contained in Appendix 1.

Impact on the Medium Term Financial Strategy (MTFS)

- 3.7 At present it is too early in the financial year to determine the impact of current forecasts on the longer term financial position. Clearly, the growth in numbers and costs experienced in Children in Care and areas of Adult Social Care needs to be managed over the remainder of the year otherwise this could lead to very significant financial pressures in future years and consequently greater savings

requirements. Some service areas are also suffering due to economic conditions, for example, land charges, commercial rents, cultural services and sustainable transport. Economic conditions and their potential financial impact will need to be kept under review in terms of the medium term financial strategy and future reports will begin to track the ongoing impact of current pressures and will show the impact on the medium term financial strategy (MTFS) in future years.

Capital Budget 2009/10

3.8 This part of the report gives Members details of the capital programme budget position for 2009/10. On 26 February 2009, Budget Council considered a capital investment programme report for the financial year 2009/10 and agreed a capital investment programme of £107.265 million. Some of the schemes included in the budget report related to schemes already approved in detail in previous years, while the remainder of the schemes have yet to be approved in detail following their inclusion.

3.9 The following table shows the currently approved capital budget:

Capital Budget	2009/10 Budget £'000
Slippage brought forward from 2008/09 approved 11 June 2009	2,578
Budget Reprofiles from 2008/09 approved 11 June 2009	3,550
Capital Investment Programme schemes approved	66,914
Total Capital Budget 2009/10 as at month 4	73,042

The major part of the capital investment programme still to be approved is the Local Delivery Vehicle to improve council housing stock detailed in the budget report. These costs will be subject to a separate report to Cabinet for approval to spend.

Where schemes are forecast to exceed their budget, budget holders must identify additional resources to finance the shortfall. Forecast overspends of greater than £0.050 million or 10% of the original budget are required to be reported back to Members, either in detailed reports or through this capital monitoring report. Scheme delays or 'slippage' are also monitored in an effort to ensure schemes are delivered not only on budget, but also on time. Where a scheme is forecast to slip by £0.050 million or more, the budget holder will report back to Members, on the amount and the impact of the delay on service delivery.

Capital Forecast Outturn

3.10 A number of changes are proposed to the capital programme as follows: new schemes are proposed and summarised in appendix 4, budget reprofile requests in Appendix 5; variation requests to the capital budgets are contained in Appendix 6 and slippage forecasts of over £50,000 are listed in Appendix 8. A summary of the proposed changes are shown in the table below.

Directorate	2009-10 Budget £'000	New Schemes £'000	Budget Reprofiles £'000	Budget Variations £'000	Amended Budget £'000	2009-10 Forecast Outturn £'000	2009-10 Forecast Slippage £'000	2009-10 (Savings) / Overspends £'000
Strategy & Governance	756				756	756	-	-
Culture & Enterprise	1,498				1,498	1,498	-	-
Finance & Resources	4,288	45			4,333	4,333	-	-
Adult Social Care & Housing	11,572			63	11,635	11,635	-	-
Housing Revenue Account (HRA)	19,843				19,843	19,843	-	-
Children & Young People's Trust	17,300	510	1,496	-	19,306	19,306	-	-
Environment	17,785	956			18,741	18,741	-	-
Total Council Budgets	73,042	1,511	1,496	63	76,112	76,112	-	-

Budget Reprofiting

- 3.11 Delays have been identified in some projects due to factors outside of project managers' control. Appendix 5 provides details of the reasons and asks Members to agree to the re-profiling of the budget, which in most cases will result in the resources being moved from this year's capital programme to the next.

Capital Slippage

- 3.12 No capital slippage has been reported this month. This is not unusual at this early stage of the financial year because even where contractual, works or other delays are being experienced, there is normally still sufficient time to bring programmes back on track.

Prudential indicator for capital expenditure

- 3.13 Each year, the council sets a number of prudential indicators that show its capital investment plans are affordable and that borrowing levels are sustainable and prudent. For 2009/10, these were set by the council on 26 February 2009. One of these indicators is 'capital expenditure' and in February the council set this at £107.265 million for 2009/10. This indicator helps us to demonstrate that our capital expenditure plans are affordable.
- 3.14 The Capital Investment Programme report demonstrated how the schemes are fully funded and affordable. The revenue effects of this programme were fully considered as part of the revenue budget setting process.

Capital Receipts

- 3.15 Capital receipts are used to support the capital programme. For 2009/10 the programme is fully funded, however, any changes to the level of receipts during the year will impact on future years' capital programmes.
- 3.15.1 Capital receipts (excluding housing) were estimated to be £2.1 million. Currently, £0.4 million has been received which includes the disposal of the Wellsbourne Centre site. This leaves £1.7 million of receipts to be achieved during the rest of the financial year. Assets are actively being marketed to achieve the level of receipts budgeted for.
- 3.15.2 The level of sales of council homes through 'right to buy' has been severely affected by the current market conditions in house prices generally and the

higher cost and availability of mortgages in the current economic climate. The Government receive 75% of the proceeds of 'right to buy sales'; the remaining 25% is retained by the council and used to fund the capital programme. The estimated useable receipts for 'right to buy' sales is £0.5 million for this financial year and to date £0.03 million has been received.

- 3.15.3 The reduction in receipts will impact on the level of investment in future years for corporate funds such as the Strategic Investment Fund, Asset Management Fund and ICT Fund. If there are no other compensating receipts generated and the current trend for 'right to buy' sales continues, the capital strategy will need to be reviewed and the consequences of this will be reported within the Capital Investment Programme report to Cabinet in February 2010.

Comments by the Director of Finance & Resources

- 3.16 The current position indicates that significant social care and economy-related pressures are building up. These will need to be closely monitored by directorates to understand their current and potential longer term financial impact and factored into the development of the 2010/11 budget strategy. In the meantime, directorates will need to continue to take mitigating actions and identify short and medium term recovery measures to address overspends. By TBM month 6, directorates will be expected to identify further recovery measures and plans to bring the financial position back into balance.

4. CONSULTATION

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

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

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

Legal Implications:

- 5.2 Part 3.4 of the council's financial regulations requires the Director of Finances & Resources to report to the Executive on the overall revenue and capital budget position on a regular basis, under the Targeted Budget Management framework.
- 5.3 Further, under part 3.1 of these regulations, it is for the Executive to take in-year decisions on resources and priorities in order to deliver the budget within the financial limits set by full Council. Hence Cabinet is authorised to change the capital budgets, as proposed by recommendation 2(4), having regard to the effect this may have on the capital outturn position for 2009/10.

Lawyer consulted:

Oliver Dixon

Date: 04/09/09

Equalities Implications:

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

Sustainability Implications:

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

Crime & Disorder Implications:

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

Risk & Opportunity Management Implications:

- 5.7 There are no direct risk or opportunity management implications arising from this report.

Corporate / Citywide Implications:

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

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The forecast outturn position on council controlled budgets is an overspend of £2.385 million. Any overspend that exceeds risk provisions and contingencies will need to be funded from General Fund reserves, which will then need to be replenished as part of the 2010/11 budget and MTFS proposals.

7. REASONS FOR REPORT RECOMMENDATIONS

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

SUPPORTING DOCUMENTATION

Appendices:

1. Directorate Revenue Outturn Forecasts
2. Corporate Critical Budgets Activity Data
3. Summary of Capital Budget Movements
4. New Capital Scheme Requests
5. Capital Budget Re-profile Requests
6. Capital Budget Variation Requests

Documents in Members' Rooms

None

Background Documents

None

Adult Social Care & Housing

Forecast Variance Month 3 £'000	Division	2009/10 Budget Month 4 £'000	Forecast Outturn Month 4 £'000	Forecast Variance Month 4 £'000	Forecast Variance Month 4 %
79	Housing Strategy	4,746	4,746	-	0.0%
800	Adult Social Care	38,329	39,140	811	2.1%
879	Total	43,075	43,886	811	1.9%

Explanation of Key Variances

The Directorate's budget was set to reflect growth predictions assessed using data analysis from nationally recognised social care and health models (POPPI and PANSI) and local trends. Predicting growth is not an exact science and there is now clear evidence of people living longer and having increasing needs.

Pressures of £2.176 million have been identified for the year to date as follows: Across the Community Care corporate critical budget, which has a predicted overspend variance of £1.704 million, the straight-line forecast indicates that there will be net growth of 350 clients compared to the budgeted level unless actions to manage demand take effect over the remainder of the year. Joint Needs Assessments are undertaken each year to predict levels of demand but there are so many contributing factors that demand can be difficult to estimate reliably, particularly in the short term. This year, there has been an increase in the number of older and frailer clients whose packages are at a higher cost due to their complex needs and there is also evidence of increasing length of stay within services. Growth was anticipated in Physical Disability services, however there is a 26% increase above that level, mainly in homecare services.

The other main variance is an overspend on Older People & Physical Disability mainstream services of £0.173 million where anticipated efficiency savings are still being worked through.

Strategies are in place to work towards eliminating the overspend. Management actions already in place are expected to offset the pressures and significantly reduce the potential overspend. Actions include:

- Ensuring appropriate funding streams are used to meet the costs of complex need cases and Disabled Living Allowance /Independent Living Fund are maximised. Expected to generate £0.500million;
- Robust application of Fair Access to Care Services criteria saving £0.080 million;
- Maximising benefits and ensuring that attendance allowance and other benefits are used to purchase domiciliary and other 'low level' requirements saving approximately £0.100 million;
- At review, ensuring that Fair Access to Care Services criteria is applied and care repackaged to ensure new services are fully utilised (e.g. Community Solutions/Telecare etc.) saving approximately £0.300 million;
- Continuing the review of No Recourse to Public Funds cases and maximising client benefits to reduce forecast costs by £0.200 million;

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- Operating a vacancy control system and controls over agency staff costs saving approximately £0.164 million.

The remaining risks on Adult Social Care leading to the forecast overspend of £0.811 million are:

- Physical Disabilities with a projected overspend of £0.600 million because of the complex caseload and the continued growth in client numbers;
- Other service user groups with a projected overspend of £0.200 million reflecting current caseload.

Children & Young People's Trust

Forecast Variance Month 3 £'000	Division	2009/10 Budget Month 4 £'000	Forecast Outturn Month 4 £'000	Forecast Variance Month 4 £'000	Forecast Variance Month 4 %
407	Area Integrated Working	26,002	26,686	684	2.6%
(10)	Learning , Schools & Skills	(4,014)	(4,014)	-	0.0%
854	Citywide Services	30,168	31,247	1,079	3.6%
156	Commissioning & Governance	1,992	2,094	102	5.1%
(300)	Vacancy Management	-	(300)	(300)	0.0%
1,107	Total	54,148	55,713	1,565	2.9%

Explanation of Key Variances

Much of the pressure facing CYPT has arisen as a result of the aftermath of Baby P and the implementation of the recommendations of the subsequent Laming Report. The effect of the Baby P case has been felt nationally and there is now evidence cited in a recent Price Waterhouse Coopers report that, 'this has resulted in higher referrals and increases in care order applications'.

In Brighton and Hove there has been a significant and sustained increase in activity in terms of referrals to social care (at times up to 61%). This has resulted in a 33% increase in the number of children with a child protection plan and a 12% increase in the number of looked after children as at June 2009.

This increase in activity has had a knock on effect on the corporate critical budget of Child Agency and In House Placements which is forecasting an overspend of £0.999 million. Overspends on Independent Foster Agency¹ of £0.981 million and Secure Accommodation² of £0.518 million are partly offset by an underspend of £0.515 million on Residential Agency Placements³. Individual placement costs compare favourably with other local authorities but the number of looked after children is rising.

With the significant rise in referrals, the main focus has been on ensuring the delivery of a safe service, fulfilling statutory obligations and tackling issues relating to the recruitment and retention of social work staff. An independent review of assessment and referral arrangements has been undertaken which indicates that thresholds are broadly at the right level. Management action is now focussed on addressing the long term impact of this increase in activity and tackling the impact on resources. A work programme is underway to tackle issues such as pre-birth planning, early permanence and a review of early intervention strategies.

The increased activity in terms of care order applications combined with changes introduced as a result of the Public Law Outline has required additional

¹ Independent Foster Agency – 35 placements higher than budgeted for

² Secure Accommodation – 3 placements higher than budgeted for.

³ Residential Agency – 36 placements which is 6 fewer than budgeted for

legal support and legal fees are currently forecast to overspend by £0.270 million.

The main overspend within Area Integrated Working is £0.458 million on Preventative Payments. This relates to the ongoing costs relating to homeless families, payments to 'friends & relatives' carers and provisions. Joint work with Adult Social Care and Housing is underway to determine appropriate cross departmental action.

To partly address the overspend, a Vacancy Management target of £0.300 million is included in the forecast; the aim is to achieve savings without impacting on social workers and statutory staffing.

Finance & Resources

Forecast Variance Month 3 £'000	Division	2009/10 Budget Month 4 £'000	Forecast Outturn Month 4 £'000	Forecast Variance Month 4 £'000	Forecast Variance Month 4 %
(134)	Finance	6,177	6,043	(134)	-2.2%
(200)	ICT	5,703	5,533	(170)	-3.0%
(58)	Customer Services	3,873	3,747	(126)	-3.3%
320	Property & Design	3,012	3,400	388	12.9%
(72)	Total	18,765	18,723	(42)	-0.2%

Explanation of Key Variances

Finance and ICT projected underspends are due to higher than normal levels of staff turnover and vacancy management actions to assist the overall financial position.

The main pressure in Customer Services relates to an expected shortfall in land charge income of £0.192 million due to the continued downturn in the housing market and the competition from private sector search companies. The corporate critical Housing Benefit budget is expected to generate an additional £0.300 million in subsidy, as local authority errors are predicted to be held below the government threshold.

Property & Design is forecasting a shortfall against commercial rent income of £0.370 million. The main loss is due to rent/lease renewals being on lower terms than expected due to the continuing economic downturn; there has also been a slight increase in the number of voids. Income on this budget is particularly sensitive to the current market conditions and is being monitored very closely. Underperforming properties are kept under review, for example, Charter Hotel which is reported on elsewhere on the agenda. The council is also extending some payment arrangements as part of its recession relief measures to help businesses.

Additional financial controls are being implemented to contain other cost pressures within the service.

Strategy & Governance

Forecast Variance Month 3 £'000	Division	2009/10 Budget Month 4 £'000	Forecast Outturn Month 4 £'000	Forecast Variance Month 4 £'000	Forecast Variance Month 4 %
-	Improvement & Organ Devel	1,663	1,663	-	0.0%
-	Legal & Democratic Servs	3,055	3,055	-	0.0%
70	Policy Unit	3,064	3,064	-	0.0%
-	Human Resources	3,605	3,605	-	0.0%
-	Executive Office	577	577	-	0.0%
-	Communications	576	576	-	0.0%
70	Total	12,540	12,540	-	0.0%

Explanation of Key Variances

A breakeven position is projected despite emerging pressures estimated at £0.295 million. These relate to: a drop in legal income because of downturn in the property market; recruitment costs; and Policy Unit salary and partnership budgets. The following plan is in place to address the pressures:

- £0.080 million is likely to be secured via additional LPSA Stage 2 funding for area mapping using BHLIS (Brighton & Hove Local Intelligence Service) and for Community Engagement work.
- Developing additional external and internal income streams across the directorate could achieve a further £0.070 million.
- It is anticipated that a further £0.145 million could be achieved from a combination of reviewing current committee agenda printing costs, evaluating electronic meeting management and member travel costs and early identification of deliverable underspends, particularly in Human Resources, Communications and Improvement & Organisational Development.

Environment

Forecast Variance Month 3 £'000	Division	2009/10 Budget Month 4 £'000	Forecast Outturn Month 4 £'000	Forecast Variance Month 4 £'000	Forecast Variance Month 4 %
-	City Services	29,700	29,700	-	0.0%
100	Sport & Leisure	2,225	2,325	100	4.5%
63	Sustainable Transport	(911)	(758)	153	16.8%
-	Public Safety	4,825	4,805	(20)	-0.4%
240	City Planning	2,311	2,701	390	16.9%
(163)	Vacancy Management	-	(109)	(109)	0.0%
240	Total	38,150	38,664	514	1.3%

Explanation of Key Variances

The Sport & Leisure budget is forecast to overspend due to increased energy costs.

Sustainable Transport are forecasting a very small shortfall of £0.047 million from parking income. Additional on-street and permit receipts are primarily being offset by shortfalls in penalty charge notice (PCN) income and a shortfall at The Lanes car park due to the works taking longer than originally anticipated. A cost pressure also exists on bus system and traffic signal maintenance.

There are two main reasons for the overspend on City Planning. The legal fees associated with the Marina Development appeal are expected to cost £0.250 million.

Due to economic conditions, there has also been a decline in the number of planning applications, in particular those for large residential schemes, which has led to a forecast shortfall in income of £0.140 million.

The directorate is endeavouring to improve the financial position by keeping all services under constant review and taking action where feasible to reduce expenditure and raise additional revenue. Budgets are under severe pressure and options for savings may be limited but vacancy management has been introduced with immediate effect to try and mitigate overspends. The vacancy management will need to be carefully managed to ensure the impact on service delivery is minimised.

Culture & Enterprise

Forecast Variance Month 3 £'000	Division	2009/10 Budget Month 4 £'000	Forecast Outturn Month 4 £'000	Forecast Variance Month 4 £'000	Forecast Variance Month 4 %
25	Tourism & Venues	1,675	1,750	75	4.5%
-	- Libraries & Information Services	4,301	4,301	-	0.0%
190	Royal Pavilion & Museums	2,241	2,431	190	8.5%
17	Culture & Economy	3,414	3,431	17	0.5%
-	- Major Projects & Regeneration	476	476	-	0.0%
232	Total	12,107	12,389	282	2.3%

Explanation of Key Variances

The Directorate has instigated management action to contain the forecast overspend and progress towards a balanced position. The financial recovery actions include maximising income from events, holding vacant posts across the Directorate, and reducing spend on supplies and services.

Tourism and Venues is forecasting an overspend due to business rates revaluation and unbudgeted repairs works at the Brighton Centre on the soil waste pipes. Venues will continue to maximise income to meet budget pressures and will look to re-phase planned maintenance work to accommodate this within the available planned maintenance budget (PMB) and reduce pressure on the venues budget.

Income at the Royal Pavilion and Museums is expected to be £0.250 million below target with energy pressures of £0.040 million. These pressures are partly offset by vacancy management and other efficiencies within the service. Additional actions include retail product introduction and driving up profit margins; introduction of events to compensate for losses on corporate functions and weddings.

Centrally Managed Budgets

Forecast		2009/10			
Variance	Division	Budget	Forecast	Forecast	Forecast
Month 3		Month 4	Month 4	Variance	Variance
£'000		£'000	£'000	Month 4	Month 4
				£'000	%
-	Bulk Insurance Premia	2,960	2,960	-	0.0%
(220)	Concessionary Fares	7,345	7,125	(220)	-3.0%
(375)	Capital Financing Costs	10,319	9,944	(375)	-3.6%
-	Levies & Precepts	195	195	-	0.0%
(150)	Other Corporate Items	5,348	5,198	(150)	-2.8%
(745)	Total	26,167	25,422	(745)	-2.8%

Explanation of Key Variances

The concessionary bus fares budget is forecast to underspend by £0.220 million due to the increase in journey numbers for the first three months being below the 10% increase in journey numbers that was allowed for in the budget. The overall increase in journey numbers was 4.2% in April, 3.1% in May and 7.6% in June, however within this there are routes heading for Saltdean, Peacehaven and Eastbourne that have seen a much higher increase in concessionary journeys. There has only been one appeal to the Department of Transport in respect of the 2009/10 scheme which is from Stagecoach South. The outcome of the appeal is not expected until the start of the next calendar year and in the meantime discussions continue with Stagecoach South in respect of an additional capacity cost claim.

The collection fund is currently forecast to come in on budget. However, it is hoped that the number of new properties added to the valuation list through the course of the year, will exceed the anticipated increase in exempt student properties so that there will be a net increase in the number of properties, which will improve the position.

There is a forecast £0.375 million underspend on Financing Costs (after a contribution from the interest rate reserve of £0.900 million).

Contingency is forecast to underspend by £0.150 million.

The forecast assumes the transfer of £0.700 million from contingency to support Building Schools for the Future; this transfer is dependent on a break even revenue outturn position. There is also £0.750 million still held as risk provision which is currently unallocated.

Section 75 Partnerships

Forecast Variance Month 3 £'000	Division	2009/10 Budget Month 4 £'000	Forecast Outturn Month 4 £'000	Forecast Variance Month 4 £'000	Forecast Variance Month 4 %
53	Council managed S75 Servs	23,804	23,804	-	0.0%
336	NHS Trust managed S75 Servs	13,540	13,832	292	2.2%
389	Total S75	37,344	37,636	292	0.8%

Explanation of Key Variances

Council managed S75 services (Learning Disabilities) are forecasting a breakeven position. A financial recovery plan of £1.9 million is in place and the forecast assumes achievement of this target. To date, £0.878 million has been achieved as a result of panels ensuring that eligibility criteria (FACs) are applied robustly; there are also cost reductions from Preston Drove remodelling and the Home Care review. Discussions with the PCT are ongoing on complex cases which are considered eligible for Continuing Health Care or Joint Funding which it is anticipated will address the remaining element of the Financial Recovery Plan.

NHS Trust managed S75 services are forecasting an overspend of £0.292 million as follows:

- Sussex Partnership Foundation Trust (SPFT) – Mental Health & Substance Misuse is overspending by £0.292 million due to increases in the number and cost of homecare placements in Adult Mental Health.
- South Downs Health Trust – is forecasting a small overspend of £0.009 million, due to a small pressure on the community equipment budget. The Trust expects to manage this pressure.

Generally, the S75 Partnership Agreements require the Integrated Service Providers (SPFT and SDH) to manage in-year cost pressures and carry this risk, subject to any agreement by the partners to vary risk-sharing provisions within the agreements. However, in practice, overspends can arise for a combination of unplanned provider and/or commissioning reasons and therefore overspends often need to be resolved jointly by commissioners and the provider/s by agreeing new risk sharing parameters. Risk share arrangements and ways of controlling expenditure are being actively discussed with SPFT to ensure that the current pressure is managed.

Housing Revenue Account (HRA)

Forecast Variance Month 3 £'000	Housing Revenue Account	2009/10 Budget Month 4 £'000	Forecast Outturn Month 4 £'000	Forecast Variance Month 4 £'000	Forecast Variance Month 4 %
(378)	Employees	9,266	8,748	(518)	-5.6%
(146)	Premises – Repair	10,728	10,659	(69)	-0.6%
9	Premises – Other	3,038	3,047	9	0.3%
(41)	Transport & Supplies	2,113	2,106	(7)	-0.3%
2	Support Services	2,251	2,232	(19)	-0.8%
140	Revenue contribution to capital	5,034	5,174	140	2.8%
(628)	Capital Financing Costs	4,356	3,743	(613)	-14.1%
922	Subsidy Payable	11,083	11,995	912	8.2%
(120)	Net Expenditure	47,869	47,704	(165)	-0.3%
5	Dwelling Rents (net)	(41,168)	(41,084)	84	0.2%
-	Other rent	(1,222)	(1,237)	(15)	-1.2%
75	Service Charges	(3,861)	(3,782)	79	2.0%
20	Supporting People	(564)	(544)	20	3.5%
104	Other recharges & interest	(1,054)	(968)	86	8.2%
204	Net Income	(47,869)	(47,615)	254	0.5%
84	Total	-	89	89	

Explanation of Key Variances

The forecast spend has marginally increased to a projected overspend of £0.089 million compared to the overspend of £0.084 million forecast at month 3.

- TBM month 3 showed a forecast underspend on Employees of £0.378 million due to the anticipated pay award being lower than budgeted for and vacancy management, this underspend has increased to £0.518 million. Vacancy management continues to be the major factor pending reviews to be implemented as part of the Housing Management improvement programme.
- Premises- Repairs are projected to underspend by £0.069 million (£0.146 million in month 3). This is due to the new service contracts being implemented later than expected. The change from month 3 is due, in part, to an increase in rates for Lift Servicing taking effect from August.
- Revenue Contributions to Capital, continues to be projected as a £0.140 million overspend. The capital projection variation relating to 6 major voids was approved at TMT cabinet on 29 June 2009.

- The current economic situation has led to a change in the corporate policy towards Treasury management. In order to substantially reduce its exposure to risk, the council has prematurely repaid some £57 million of debt. This early repayment has also benefited the council by reducing capital financing costs of which the HRA has seen a reduction of £0.525 million, (i.e. £0.613 million capital financing costs underspend net of £0.088 million interest reduction shown under Income). However, for the HRA, due to the complexities of the subsidy system, there is also an increase of £0.912 million Housing Subsidy payable to central government resulting in a net overspend of £0.387 million.

The council is monitoring the financial markets and when there are signs that the markets are returning to a more stable and secure outlook, these interim measures will be withdrawn and new borrowing will be raised. If and when this happens, the negative impact on the HRA will be revised.

- The amount the council charges its leaseholders of sold council flats for major works is projected to under-achieve by £0.075 million. The amount that can be charged to leaseholders is dependant upon the completion of capital schemes within a strict timescale. The budget for income relating to major works anticipated schemes completing earlier than was the case. However, it should be noted that any income not received during 2009/10 will be receivable in the next financial year.
- Dwellings rents are likely to underachieve by £0.080 million due to Temporary Accommodation properties being held vacant pending conversion of shared facilities.

KEY ACTIVITY DATA SUPPORTING CORPORATE CRITICAL BUDGET FORECASTS

	Activity Indicator	Unit Cost Indicator	BUDGET			FORECAST			VARIANCE		
			Activity	Unit Cost/ Income £	Budget £	Activity	Unit Cost/ Income £	Budget £	Activity	Unit Cost/ Income £	Budget £
Child Agency & In-house Placements											
Disability Agency	Number of children	Cost per week	9.00	1,893.30	888,500	8.99	2,048.58	960,300	(0.0)	155	71,800
Disability Respite			n/a	n/a	157,000	n/a	n/a	123,000			(34,000)
Independent Foster Agency (IFA)	Number of children	Cost per week	96.00	946.20	4,736,400	130.51	840.14	5,717,300	34.5	(106)	980,900
Residential Agency	Number of children	Cost per week	42.00	2,419.09	5,297,800	35.79	2,563.08	4,783,200	(6.2)	144	(514,600)
Secure Accommodation	Number of children	Cost per week	2.00	4,088.77	426,400	4.58	3,953.28	944,100	2.6	(135)	517,700
In-House Placements	Number of children	Cost per week	401.00	268.32	5,610,400	376.45	285.56	5,605,400	(24.6)	17	(5,000)
Leaving Care Accommodation	Number of children	Cost per week	43.50	404.15	916,700	45.88	298.87	715,000	2.4	(105)	(201,700)
Leaving Care Ex Asylum Seekers	Number of children	Cost per week	16.00	133.65	111,500	29.55	191.59	295,200	13.6	58	183,700
Educational Agency (DSG)	Number of children	Cost per week	121.00	723.81	4,566,700	103.00	760.38	4,083,804	(18.0)	37	(482,896)
											515,904
Community Care											
NHSc Older People	No. WTE Clients	Cost per week	1,645	205	17,563,000	1,820	185	17,564,000	175.0	(20)	1,000
NHSc Physical Disabilities	No. WTE Clients	Cost per week	486	191	4,833,000	643	162	5,435,000	157.0	(29)	602,000
NHSc Asylum Seekers MH	No. WTE Clients	Cost per week	40	174	367,000	88	123	567,000	48.0	(51)	200,000
											803,000
Section 75 Learning Disabilities											
S75 NHSc Learning Disabilities	No. WTE Clients	Cost per week	682	581	20,657,000	697	565	20,543,000	15.3	(16)	(114,000)
S75 NHS & Community Care Act											
S75 NHSc Adult Mental Health	No. WTE Clients	Cost per week	235	260	3,184,000	305	226	3,589,000	69.9	(34)	405,000
S75 NHSc Older People Mental Health	No. WTE Clients	Cost per week	483	262	6,608,000	524	242	6,606,000	41.0	(20)	(2,000)
S75 NHSc Substance Misuse	No. WTE Clients	Cost per week	5	390	104,000	5	409	104,000	(0.1)	19	0
S75 NHSc HIV	No. WTE Clients	Cost per week	26	154	210,000	32	134	224,000	5.8	(20)	14,000
											417,000

SUMMARY CAPITAL TABLES

	2009/10 Budget £'000	2010/11 Budget £'000	2011/12 Budget £'000	Total Changes £'000
New Schemes Summary (Appendix 4)				
CYPT				
Children's Social Services	43			43
Cookery in the Curriculum	345			345
Youth Capital Fund	122			122
Environment				
Controlled Parking Scheme	640			640
Cycling Town	316			316
Finance & Resources				
Land at Falmer Way	45			45
Total Changes to Budgets	1,511	-	-	1,511

	2009/10 Budget £'000	2010/11 Budget £'000	2011/12 Budget £'000	Total Changes £'000
Reprofiles Summary (Appendix 5)				
CYPT				-
New Deal for Schools Modernisation	350	(350)		-
Devolved Formula Capital	1,146	(1,146)		-
ICT Fund	(500)	500		-
Kitchens & Bathrooms	500	(500)		-
Total Changes to Budgets	1,496	(1,496)		-

	2009/10 Funding £'000	2009/10 Budget £'000	Total Changes £'000
Budget Variations Summary (Appendix 6)			
Adult Social Care & Housing			
Craven Vale Project		63	63
Grant	(63)		(63)
CYPT			
Our Lady of Lourdes		120	120
Extended Services	(120)		(120)
Total Changes to Budgets	(183)	183	-

New Capital Schemes for all Directorates

 Directorate: CYPT

New Project Budget: £43,000

Project Title: Children's Social services

This funding is available to support capital costs associated with improving /providing facilities required for the welfare of individual children. Each case is considered on its merits and funding is agreed where considered in the best interests of the child. An example may be a contribution to adaptations to the home of a disabled child.

2009/10 £	2010/11 £	2011/12 £	Total £
43,000			43,000

In December 2007 government departments announced details of their assessment of local authorities' relative need to incur capital expenditure. £0.043 million supported borrowing was allocated to Personal Social Services for 2009/10.

 Directorate: CYPT

New Project Budget: £345,000

Project Title: Cookery in the Curriculum

This is a Targeted Capital Fund grant to fund practical cookery spaces in schools that do not have the facilities. This was following a change in the national curriculum that made the teaching of cookery skills compulsory for key stage 3 students from September 2011. A bid was submitted in respect of Cardinal Newman School and Hillside Special School. The bid was successful and the £0.345 million is for the work at Cardinal Newman School which is being undertaken this year. The work at Hillside will be undertaken next year and we will receive £0.3 million for that in the 2010 / 11 financial year.

2009/10 £	2010/11 £	2011/12 £	Total £
345,000			345,000

The grant in respect of practical cooking teaching spaces in schools was offered at a flat rate of £300,000 per school without access to such facilities. The funding in the first year will be allocated to Cardinal Newman School which, because it is a Voluntary Aided school, has also been granted the VAT at 15%. The project is being taken forward by the school and the catholic diocese and if the grant does not cover the full cost of the provision the school and / or the diocese will be required to meet the remainder of the costs.

Directorate: CYPT New Project Budget: £121,800
 Project Title: Youth Capital Grant

This project is the council's share of the national Youth Capital Fund Grant for 2009/10.

The aim of the Youth Capital Fund is to improve the provision of positive activities for young people. Funded activities must support the five Every Child Matters outcomes, benefit the local community and offer good value for money.

Authorities must also ascertain young people's views on provision. Capital investments through the Youth Capital Fund are integral to the Government's broader ambitions to improve the range and quality of places for young people to complement investments through "myplace", which is a national programme to deliver world class youth facilities and is managed on behalf of the government by the Big Lottery Fund.

The Grants are paid under section 14(2) of the Education Act 2002 to provide financial assistance only for the purposes of supporting the provision of activities and facilities for young people.

2009/10 £	2010/11 £	2011/12 £	Total £
121,800			121,800

The Youth Capital grant funding due from the DCSF for 2009/10 is £121,800.

Directorate: Environment New Project Budget: £640,000
 Project Title: Controlled Parking Scheme

Residents and ward councillors have made strong representations for inclusion in controlled parking schemes. In November 2006 a timetable was agreed by Environment Committee, showing that consultation on the Preston Park Station scheme, Preston Park Avenue and Stanford ward (the Martlets) would commence in 2007 and if agreed, be completed during 2009. The financial impact of the revenue from this new scheme has been included within the budget for 2009/10.

It was agreed by Environment Committee that the final stages of implementing parking schemes on the timetable would be funded by capital budgets.

Detailed work has already been undertaken for this scheme, and approval is now sought to set up the capital budget to cover the costs of the consultation, physical works, and consultancy costs. New parking schemes are funded through unsupported borrowing, repaid over 7 years.

2009/10 £	2010/11 £	2011/12 £	Total £
640,000			640,000

The financial impact of the revenue to be achieved from this new scheme has been included within the budget for 2009/10. Likewise the ongoing additional revenue costs of enforcement, processing and repayment of borrowings. Therefore, the costs of implementing this new parking scheme are designed to be cost-neutral to the council.

Directorate: Environment

New Project Budget: £316,000

Project Title: Cycling Town

B&HCC submitted a further bid for Cycling Town (CT) funding from Cycling England in April 2008. The city successfully secured a further three years external funding of £1.5 million. This was presented to the CMM meeting on 11 September 2008 for formal acceptance.

The funding is provided by the Department for Transport through Cycling England. Including match funding, the City will benefit from over £3 million investment for cycling infrastructure and promotional measures between 2008/09 to 2010/11.

The funding will enable cycling infrastructure and associated promotional measures to continue across the city including:

- i. City Wide cycle network and improvement to the National Cycle Network (NCN) local routes.
- ii. Personalised Travel Planning for approximately 39,000 households
- iii. Free Bikeability training for a minimum of 3,900 pupils (1,300 per year).
- iv. 36 Bike IT Schools to receive promotional and engineering incentives.

Improving awareness and provision for cycling increases overall transport choice for residents and visitors. Encouraging sustainable forms of transport, such as cycling, will contribute towards reducing air and noise pollution in the city.

A consultation strategy is identified and members will be informed prior to commencement of any works. Consultation will involve key stakeholders and any external and internal consultation. Where appropriate, public consultation and member briefings will take place.

The City Council is required to provide match funding using spend on previously agreed schemes and no additional funding is required.

Regular monitoring and communication with Cycling England will ensure relevant risks are identified and action taken accordingly. Failure to complete any committed works could result in loss of part or all of the funding. The financial impact of the revenue to be achieved from this new scheme has been included within the budget for 2009/10. Likewise the ongoing additional revenue costs of enforcement, processing and repayment of borrowings. Therefore, the costs of implementing this new parking scheme are designed to be budget neutral to the council.

2009/10 £	2010/11 £	2011/12 £	Total £
316,000			316,000

Directorate: Finance & Resources

New Project Budget: £45,000

Project Title: Land at Falmer Way

The Community Stadium Limited (TCSL) secured planning permission to deposit excavated chalk arising from the construction of the Community Stadium onto a field owned by the council directly opposite the Stadium site. A 7-year licence was granted to the Club to enable this work to take place.

The Land was subject to a 1986 Agricultural Holdings Act tenancy and to enable the project to proceed it was necessary for the council to negotiate a surrender of the farm tenant's interest.

The stripping, storage and depositing of the chalk will be carried out to a specification to minimise the effects of soil handling and on completion the land will undergo an aftercare plan by TCSL to restore the land to a level of quality that will enable continued agricultural use.

On 30 March the Leader and the Cabinet Members for Environment, Culture Recreation & Tourism and Enterprise Employment & Major Projects were briefed on the negotiations and a report was presented to Cabinet on 11 June 2009.

The project supports the council's priority to protect the environment while growing the economy by reducing potential lorry movements and carbon emissions. By granting consent the Club will avoid the need to transport the chalk off site saving lorry movements and CO₂ emissions.

Capital expenditure profile				
Year	2009/10	2010/11	2011/12	TOTAL
Estimated costs and fees	45,000	0	0	45,000

The 7 year licence to the Club covers a premium to be paid to the council of £0.320 million. From the premium paid, the council will fund the costs of the surrender premium paid to the farm tenant, the professional fees incurred and the costs of monitoring the chalk disposal and aftercare works. The total cost of the premium and fees is £365,000, requiring a net investment of £45,000 from the council after taking into account the

premium payable by the Club to the council.

The costs of monitoring the chalk disposal and aftercare plan will be approximately £2,560 for the first year and approximately £1,520 for each subsequent year for the duration of the licence plus fees for analysing surveys to assess volume of chalk deposited.

Re-profiles for all Directorates

Directorate: CYPT	Approved Budget: £1,364,880
Project Title: New Deal for Schools	Revised Budget: £1,714,880
Modernisation	Variation: £350,000

This is a forward funding amendment to the Capital Programme due to the need to provide additional temporary accommodation at West Blatchington primary school to accommodate a further additional form of entry. Last year we provided temporary additional forms of entry at West Blatchington and Davigdor infant schools. We accepted that the additional form of entry at Davigdor would need to be a permanent expansion and are working towards providing this permanent expansion at the present time. We had expected that the temporary additional form of entry would only be required for one year at West Blatchington and, therefore, we provided just one additional classroom. It has now become apparent that the additional form of entry will be required for the 2009/10 and the 2010/11 academic years too. Consequently we have decided that the best course of action is to purchase rather than hire further additional accommodation as it will need to be in site for a considerable period of time.

We estimate that the cost of this temporary accommodation, complete with groundworks and delivery is likely to be in the order of £0.300 million. There is no budget available in the current financial year to meet this cost since all budget headings are fully committed, however at the present time there is funding available from the NDS heading in 2010/11 that is as yet uncommitted. It is proposed that some of the NDS funding from next year be brought forward to fund the provision of the temporary accommodation at West Blatchington. To ensure that there is adequate funding available, the sum requested to be brought forward is £0.350 million.

Indicative figures for 2010/11 NDS Modernisation is £2.3 million of which £1.3 million is already committed. There are therefore sufficient uncommitted funds to bring forward £0.350 million to 2009/10 for this project.

Directorate: CYPT	Approved Budget: £2,656,960
Project Title: Devolved Formula Capital	Revised Budget: £3,803,410
	Variation: £1,146,450

This represents the bringing forward of 40% of all indicative Devolved Formula Capital (DFC) allocations for 2010/11 to 2009/10 as advised by the DCSF on 3rd March 09. This acceleration is a key plank of the Government's fiscal stimulus package to boost the economy in the current downturn.

The purpose of DFC is that it is capital funding that schools can use to undertake capital works on their own behalf. It is intended that the works should contribute towards the improvement and modernisation of the school buildings and be undertaken in accordance with their asset management plans. Typical works could include playground upgrades,

small extensions or internal modifications etc. It is also intended that schools could use this funding to meet any changes in legislations that may arise, and for which they have responsibility, such as the recent changes in fire regulations etc. The rules around this funding mean that schools have the option to roll the funding up for a maximum of three years, effectively allowing them to 'save up' for larger projects that they may wish to undertake.

We have asked all schools whether they wish to take advantage of the 40% forward funding opportunity. The up to date position in respect of this forward funding only is as follows;

£0.619 million has already been requested (some of which has already been transferred to schools);

£0.352 million will definitely not be requested this financial year

£0.176 million is as yet unallocated – we are awaiting the return of forms to see how much, if any, will be requested this year.

The original Devolved Formula Capital allocation for 2009/10 was £2.657 million. The indicative allocation for 2010/11 is £2.866 million of which the 40% to be brought forward is £1.146 million. Any unspent funds can be carried forward to 2010/11.

Directorate: Adult Social care & Housing (HRA)	Approved Budget: £700,000
Project Title: ICT Capital Budget	Revised Budget: £200,000
	Variation: (£500,000)

The major part of the budget was for the replacement of the council's main Housing Management System, OHMS. Due to the risk and potential for service disruption of implementing a new IT system at the same time as implementing IT changes required for the new Repairs and Maintenance contract, Housing Management have decided to move the replacement of OHMS to 2010/11.

There will be no effect on Service Delivery.

Budget Variations for all Directorates

Adult Social Care & Housing

Directorate: Adult Social care & Housing	Approved Budget: £155,600
Project Title: Craven Vale	Revised Budget: £218,600
	Variation: £63,000

The project costs have increased since the original budget allocation was agreed, due to scope of tenders being changed to ensure the 7 new en-suite rooms met full inspectorate (CSCI) standards and provided necessary space for assistance in each of the bedrooms and en-suite areas.

The variation of £0.063 million will be financed from utilisation of the Mental Health Capital Grant allocation for 2009/10 (total grant £0.130 million). There are no conditions attached to this grant funding, so it can be spent on any related capital purpose.

Directorate: Adult Social care & Housing (HRA)	Approved Budget: £2,189,980
Project Title: Kitchens and Bathrooms	Revised Budget: £2,689,980
	Variation: £500,000

The 2009/10 approved budget provision for central and west areas in terms of the decent homes kitchens and bathrooms programme carried out by Kier, the contractor for these areas, has been completed ahead of schedule. The kitchen and bathroom programme in these areas of the city will remain dormant until April 2010 unless alternative proposals are considered and adopted as an approved way forward,

It is proposed that £0.500 million of the 2010/11 kitchen and bathroom for the central and west areas of the city, which is part of the new housing procurement contract, is brought forward into 2009/10 programme. This initiative would provide continuity of the decency programme in a very important area of kitchens and bathrooms and would also facilitate a full 1% reduction against our decent homes target. However, as this work would have been undertaken by Mears Limited within the new contract of 2010/11 it is proposed that the work is awarded to Mears and they work on kitchen and bathrooms in the central and west areas of the city for the remainder of 2009/10.

The HRA Business Plan includes funding for Kitchens and Bathrooms next year (and over the 30 years) and this will be updated with the changes proposed above.

Directorate: CYPT	Approved Budget: £0
Project Title: Our Lady of Lourdes	Revised Budget: £120,420
	Variation: £120,420

The proposal is to enclose and extend an area known as the arches in the infant playground of Our Lady of Lourdes RC Primary School in Rottingdean to create an internal space and also to undertake groundwork to return some of the playground area taken

through this development. In addition, the provision of additional toilets is proposed. This is to enable delivery of afterschool and holiday childcare provision for Our Lady of Lourdes RC Primary School and St Margaret's CE Primary School.

Provision of after school childcare provides vital support to parents to enable them to access work and training thus contributing to the corporate priority to protect the environment while growing the economy. It also contributes to the priority to reduce inequality by increasing opportunity by reducing worklessness and by giving children the best start in life through provision of cultural and learning opportunities that enable them to aim high and achieve their potential.

The provision of the Core Offer of Extended Services, including childcare from 8-6 in primary schools where there is demand, is both a government target for all schools and priority 15 in the CYPT Children and Young People's Plan 'To improve the engagement, achievement and enjoyment of children and young people through extended services support, out of hours learning and recreational activities.'

The capital development proposed will enable our Lady of Lourdes and St Margaret's to improve and extend the varied menu of out of school and recreational activities that they provide.

Surveys of parents in Our Lady of Lourdes and St Margaret's have demonstrated that there is considerable demand for childcare that is not currently being met. In July 2008, there was demand for 184 places a week for 73 children, an average of 37 places a day. This is sufficient for a sustainable afterschool club and the Local Authority has a new statutory duty to provide sufficient childcare to enable parents to work.

Consideration has been given to other options for provision of childcare within the local community. Because of Rottingdean's location, it is not feasible for most parents to access other provision. A small number of children access Boomerang Kids Club at Saltdean but this requires transport outside the community, increasing carbon emissions and separating children from their friendship group.

Consideration has also been given to refurbishment of a community venue called 'The Cottage', as initially the schools did not feel in a position to establish a club on either school site. However, a number of substantial problems were identified with this building including the need for additional toilets and limited internal space. This would restrict the capacity of the club and therefore affect the sustainability and economic feasibility of the service. Necessary alterations to ensure the service met Ofsted guidelines were unquantifiable due to the issue of raised drains and building restrictions. In addition, The Cottage would not be available for use during holiday periods again affecting ability to meet demand and core offer requirements and adversely affecting sustainability.

Because of the problems with 'The Cottage', extensive work has been undertaken with both schools in Rottingdean to identify an alternative solution. As a result of this work the Headteacher at Our lady Of Lourdes identified that there was a there was a space within the school site that with capital development would make an ideal site for delivering afterschool childcare. The Headteacher is supportive and enthusiastic about the proposal and the support it will offer to both children and parents.

Consultation has taken place with parents at both schools in Rottingdean, and with the Headteachers of both Our Lady of Lourdes and St Margaret's. In addition, discussion

concerning the need for after school provision has taken place with stakeholders through the Deans Cluster meetings which include representatives of all the schools in Rottingdean, Governors, parents and Community and Voluntary sector elected representatives. In addition the Headteacher of Our Lady of Lourdes has discussed proposals with her Chair of Governors, Councillors, and diocesan representatives who have given their approval to the scheme.

The project will be funded from the Extended Services Capital Budget; this is a budget within the schools capital budget that is restricted to capital work required to meet the core offer of Extended Services. Ongoing maintenance of the facility following completion will be the responsibility of the school and there will be a formal agreement with the school in relation to use of the facility for Extended Services initiatives. A feasibility study for the Extended Services Development at Our Lady of Lourdes has put the cost of the project at £0.120 million. The majority of the works will be funded by the Extended Services Capital Budget at a cost of £0.115 million. Our Lady of Lourdes has agreed to fund the works to extend the school playground at £0.005 million.

In addition to the one off capital expenditure, there will also be start up costs associated with this project including a one off capital grant to fund equipment and furnishings for the childcare service at £0.005 million and a one off start up grant of £0.010 million to sustain the service until numbers are established. The Extended Services Childcare Revenue and Capital Budget will fully fund these activities.

OVERVIEW AND SCRUTINY COMMISSION

Agenda Item 43

Brighton & Hove City Council

Subject:	Local Development Framework - Brighton & Hove Core Strategy: Submission Version		
Date of Meeting:	20 October 2009		
Report of:	<i>Director of Environment</i>		
Contact Officer:	Name:	<i>Liz Hobden</i>	Tel: 29- 2504
	E-mail:	Liz.hobden@brighton-hove.gov .uk	
Wards Affected:	All		

FOR GENERAL RELEASE/ EXEMPTIONS

1. SUMMARY AND POLICY CONTEXT:

1.1 Background to Core Strategy

The Core Strategy is the key plan for the city and, once adopted, will replace large parts of the Brighton & Hove Local Plan. It sets out:

- the overall vision for how Brighton & Hove should develop by 2026;
- the priorities for the city;
- the key issues to be addressed;
- the strategy for delivering these; and
- the environmental, social and physical infrastructure needed to support future development and change in the city.

It reflects the priorities set out in the Sustainable Community Strategy and other strategies in the city and will help to deliver those priorities.

1.2 The Core Strategy is required to go to Council in December for approval for submission to the Secretary of State. In January the Core Strategy is published for 6 weeks to allow for representations to be made on the grounds of 'soundness' (see appendix 2)). The document will then be submitted to government in April, followed by an examination in public due to be held in July 2010. The Core Strategy is due to be adopted in January 2011.

2. RECOMMENDATIONS:

That Overview and Scrutiny Commission:

(1) Notes the content of the Core Strategy for submission.

(2) Agrees that the Core strategy helps to deliver the Sustainable Community Strategy and other citywide strategies.

(3) Agrees that there has been effective engagement in preparing the Core Strategy (see appendix 5).

(4) Agrees that the Core Strategy complies with national and regional policy and meets the three tests of soundness (see appendix 1).

3. BACKGROUND INFORMATION

3.1 The Core Strategy is the main planning policy document within the Local Development Framework¹ (LDF - the new plan making system introduced by the Planning and Compulsory Purchase Act 2004). Its role is to provide an overall strategic vision and policy framework for the city to 2026. It sets out the scale, location and timing of future development and identifies the supporting physical, social and environmental/green infrastructure that will be required. It is a spatial plan that will help to deliver a number of key strategies in the city including the Sustainable Community Strategy

3.2 The overarching 'spatial strategy' for the city is to aim to accommodate future development primarily within the existing built-up area of the city and to direct significant development to areas with good sustainable transport links and areas in need of regeneration and renewal. This approach ensures that transport impacts will be minimised and that the countryside and the intended South Downs National Park will continue to be protected.

3.3 Seven 'Development Areas' (DA1-7) are proposed to accommodate a significant amount of development because they are in accessible locations, they contain opportunities for change, they can deliver development of citywide or regional importance and/or because they are in need of regeneration. Proposals for these areas and indicative amounts of development are set out in policies DA1- DA7 alongside local 'place shaping' priorities (see Appendix 1).

3.4 The spatial strategy also acknowledges, through a longer term (post 2020) 'contingency' position, that there may be the need for some managed land release within the urban fringe for residential development to help meet the city's strategic housing requirements set by the South East Plan (should

¹ Other policy documents within the LDF will be required to comply with the Core Strategy, for example the Development Policies and Site Allocation DPD, Area Action Plans and Supplementary Planning Documents. A DPD is a planning policy document that will form part of the Development Plan for the city against which future planning decisions will be based.

monitoring indicate that housing requirements cannot be met solely from development within the existing built up area of the city).

3.5 Additional areas of the city are also identified as part of the spatial strategy because they require a special or coordinated approach to managing future change (SA1-6). These areas include the Seafront (SA1), Central Brighton (SA2), Valley Gardens (SA3), The Urban Fringe (SA4) and the South Downs National Park (SA5). Proposals are also set out to improve the sustainability of residential areas of the city with the priority to reduce inequality (SA6). As with other special area policies this will require effective partnership working and the coordination of policy and strategies in the city.

3.6 A set of 'Citywide Policies' (CP1 – CP18) set out the preferred approach to strategic policy issues such as housing, the economy, transport and shopping.

3.7 In terms of Shoreham Harbour (DA7), the role of the Core Strategy is to indicate the strategic direction and aims for future development, to set out the process required to achieve the aims and to clearly set an 'agenda' for a more detailed 'Joint Area Action Plan'² to develop and deliver policy.

3.8 The Core Strategy will be accompanied by the following documents at November Cabinet and December Council:

- Sustainability Appraisal
- Statement of Consultation – detailing the consultation undertaken and responses (see appendix 5).
- Supporting Evidence Document – setting out the supporting documents.
- Equalities and Health Impact Assessment.

3.9 An independent Planning Inspector will be holding an examination in public into the soundness and legal compliance of the Core Strategy. The main tests are compliance with national and regional policy, regard to the Sustainable Community Strategy and that the plan is justified (e.g. sound evidence base) and effective (deliverable). Work on the Core Strategy has been undertaken to ensure that these tests are met. This includes four stages of consultation including effective working with the Local Strategic Partnership, preparation of a number of studies to underpin the plan and meetings with the Planning Inspectorate (advisory visits) and Government Office for the South East.

4. CONSULTATION

² A Joint Area Action Plan will be prepared by the City Council, Adur District Council and West Sussex County Council.

4.1 The Core strategy has been subject to four rounds of consultation since 2005 (see appendix 3 for timeline).

- Issues and Options Consultation – October 2005-March 2006
- Preferred Options Consultation – November –December 2006
- Revised Preferred Options Consultation - June – August 2008
- Core Strategy – Proposed Amendments Paper – June – August 2009

Consultation has been carried out in line with the adopted Statement of Community Involvement.

4.2 Changes to Core Strategy policies in response to representations received since June 2008 is within appendix 1. A summary and schedule of all stages of consultation will be published in November in the Statement of Consultation.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

5.1 There are no Capital Expenditure implications. Preparation and consultation costs for the Core Strategy have been identified and a budget has been made for this within the City Planning Division. The Core Strategy and future vision for the city will have a number of property implications that will embrace wider issues and future requirements in the city. These will include regeneration of areas and sites, design quality of proposals affecting the condition and suitability of city sites/properties in general and as part of the council's own portfolio.

Legal Implications:

5.2 The Planning and Compulsory Purchase Act 2004 introduced a new local planning policy system, generally known as the local development framework. Further legislation is contained in The Town and Country Planning (Local Development) (England) Regulations 2004 (as amended). Under the local development framework existing local plans are to be replaced by "Development Plan Documents". The Core Strategy is a Development Plan Document setting out, inter alia, statements and general policies on the development and use of land in the Council's area. Development Plan Documents and the Regional Spatial Strategy (The South East Plan) will make up the development plan against which, by virtue of s38(6) of the 2004 Act, planning applications will be determined unless material considerations indicate otherwise.

The final form of any Development Plan Document must be submitted to the Secretary of State for approval following a period of publicity. The Secretary of State must consider any representations made during the publicity period.

More detailed information on the above is set out in the Report.

No adverse human rights considerations are considered to arise from this report."

Hilary Woodward – 30/09/09

Equalities Implications:

5.3 The Core Strategy intends to address issues of inequality in the city ranging from affordable housing, transport to community safety. An Equalities and Health Impact Assessment has been undertaken on Core Strategy. It concludes that the Core Strategy represents a well constructed and coordinated effort to address existing environmental and health issues throughout Brighton & Hove and sees to further improve the successful and sustainable growth of the city and its residents.

Sustainability Implications:

5.4 Sustainability issues are central to the aims of the core strategy. New development will be concentrated on brownfield (previously developed) land in locations that either have good sustainable transport access or access can be improved. A Sustainability Appraisal has been undertaken on the Strategy during preparation and has led to changes to policies. Additionally a number of policies directly address social (e.g.SA6 Sustainable Neighbourhoods), economic (e.g. CP17 Sustainable Employment) and environmental (e.g.CP1 Sustainable Buildings, CP5 Biodiversity) sustainability issues.

Crime & Disorder Implications:

5.5 The Core Strategy supports Crime and Disorder Reduction Strategies through spatial (development areas, special area policies), design and public realm policies.

Risk and Opportunity Management Implications:

5.6 Deliverability is one of the main tests of soundness for the Core Strategy that has required consideration of risks and contingency measures.

Corporate / Citywide Implications:

5.7 The Core Strategy is a key document for the city setting out a vision for where the city wants to be by 2026 and framework for where new development and infrastructure will go.

SUPPORTING DOCUMENTATION

Appendices:

1. Summary of policies and changes since June 2008
2. Core Strategy Constraints and Soundness Tests
3. Core Strategy Preparation and consultation timeline

4. Equalities and Health Impact Assessment – summary of findings and recommendations
5. Summary of Consultation (complete version to be published in Statement of Consultation)

Documents In Members' Rooms

1. Core Strategy – Early Draft Submission Version
2. Sustainability Appraisal

Background Documents

1. Core Strategy – Revised Preferred Options June 2008
2. Core Strategy – Proposed Amendments Paper June 2009
2. Sustainability Appraisal of the Core Strategy – June 2009

Changes made to Revised Preferred Options Policies since June 2008

The policies that were subject to major changes went out to consultation in Summer 2009 for 6 weeks. These are shown in italics and bold type and changes since the summer included.

Policy	Changes	Reason(s) for changes
DA1 Brighton Centre and Churchill Square Area	Policy re-structured and reformatted post RPO June 2008 in line with LDF Inspector's guidance for all Development Areas. Addition of one strategic allocation (Brighton Centre).	To respond to LDF Inspector's advice on format and presentation of Development Area policies and in response to PPS12.
<i>DA2 Brighton Marina, Gas Works and Black Rock Area</i>	<i>Policy reformatted post RPO June 2008 in line with the Inspector's guidance. One strategic allocation proposed at PAP July 2009 stage for the Inner Harbour. The total number of residential units for the Development Area has been reduced from 2000 to 1650 (with a total of 650 units at the inner harbour). No development above the cliff height.</i>	<i>To respond to LDF Inspector's advice on format and presentation of Development Area policies and in response to PPS12. Reduction in housing numbers reflects: application decision for Explore Living scheme (deemed overdevelopment); re-consideration of development capacity given range of planning considerations and the existing residential dwelling densities within the Marina area; and in</i>

		<i>response to representations received at RPO June 2008 stage.</i>
DA3 Lewes Road	Policy reformatted post RPO June 2008 in line with LDF Inspector's guidance. Addition of two 'strategic allocations' (Preston Barracks and Community Stadium). Housing figures updated in line with revised 2208 Strategic Housing Land Availability Assessment.	To respond to LDF Inspector's advice on format and presentation of Development Area policies and in response to PPS12.
DA4 New England Quarter and London Road Area	<i>Reformatted post RPO June 2008. Strategic allocation proposed post PAP July 2009 for the Preston Road office sites (mixed use office/residential). Inclusion of additional local priorities post PAP stage to reflect the need for provision of social and green infrastructure and community/health facilities.</i>	<i>To respond to LDF Inspector's advice on format and presentation of Development Area policies and in response to PPS12. Strategic allocation proposed to secure future investment in the Preston Road office sites and help meet strategic housing targets for the city. To respond to representations received at PAP stage.</i>
DA5 Eastern Road and Edward Street	Policy reformatted post RPO June 2008 in line with LDF Inspector's guidance. Addition of two strategic allocations (Edward Street Quarter and Royal Sussex County Hospital) Amended references to capital transport scheme and modal choice (from modal	To respond to LDF Inspector's advice on format and presentation of Development Area policies and in response to PPS12. Transport changes made to be consistent with amended citywide policy CP8.

	shift) post RPO June 2008.	
DA6 Hove Station Area	Policy reformatted post RPO June 2008 in line with LDF Inspector's guidance. Increased housing figures for area in line with revised 2008 Strategic Housing Land Availability Assessment (SHLAA)	To respond to LDF Inspector's advice on format and presentation of Development Area policies and in response to PPS12. To reflect final SHLAA findings.
DA7 Shoreham Harbour and South Portslade	<i>Policy re-drafted post RPO June 2008 to take on board advice from LDF Inspector – envisages 3 scenarios including an indication of the amount of development proposed: A: comprehensive scheme including land reclamation. B: comprehensive scheme not including land reclamation. C: Non-interventionist approach.</i>	<i>To respond to LDF Inspector's advice for taking forward a policy on Shoreham Harbour reflecting and reflect current position for Shoreham Harbour. To respond to representations received at PAP stage.</i>
SA1 The Seafront	Clarification of overall objectives for the seafront post RPO June 2008. Removal of references to reduction in car use. More emphasis on historic buildings on the seafront. More emphasis on need to improve cycle routes.	To clarify priorities for the seafront. To reflect council priorities and to respond to representations received at RPO June 2008.
SA2 Central Brighton	Minor editorial changes and clarification of 'cultural quarter'.	To provide clarification and to respond to representations received at RPO June 2008.
SA3 Valley Gardens	Change of emphasis from road changes to coordinated regeneration of the area including improvements to the built	To reflect council priorities; responding to representations received at RPO June 2008 stage.

	environment and public realm.	
SA4 Urban Fringe	<i>Continued protection in the context of good management and improvement. Urban fringe will remain a contingency to meet housing targets after 2020 if needed (CP11). If housing targets are reviewed the priority will be to protect the urban fringe.</i>	<i>To accord with 'soundness' tests, provide for flexibility and the need to plan for unforeseen circumstances.</i>
SA5 National Park	References to the National Park are updated.	To reflect confirmation of South Downs National Park designation.
SA6 Sustainable Neighbourhoods (formerly SN1 and SN2)	Former policies SN1 Sustainable Neighbourhoods and SN2 Residential Renewal Areas have been combined into a single policy. No significant change to thrust of policies. Addition of mention of managing areas with high concentrations of student housing.	To reflect guidance from the LDF Planning Inspector. Minor changes to reflect representations
CP1 Sustainable Buildings	Updated post RPO June 2008 so that targets are set within the policy. Editorial and minor changes	Minor changes to reflect representations.
CP2 Urban Design	Editorial changes only.	
CP3 Public Streets and Spaces	Editorial and minor changes.	Minor changes to reflect representations.
CP4 Healthy City	Editorial, updating and minor changes.	Minor changes to reflect representations.
CP5 Biodiversity	Editorial and minor changes, updating.	Minor changes to reflect representations.
CP6 Open Space	Update in relation to completion of Open Space Study. Acknowledges open space needs of Shoreham Harbour	Minor changes to reflect representations.

	Regeneration. Editorial and minor changes to reflect representations.	
CP7 Sports Provision	Minor changes to clarify intent of policy and update in relation to Open Space, Sports and Recreation Study. Editorial and minor changes to reflect representations.	Minor changes to reflect representations.
CP8 Sustainable Transport	<i>Changes post RPO June 2008 clarifies the council's approach to providing a greater choice of sustainable transport options. Following comments at PAP stage, more detail is provided on park and ride and a bus-based coastal transport system.</i>	<i>To reflect council priorities, to respond to LDF Inspector's advice and to respond to representations received at PAP stage.</i>
CP9 Infrastructure and Developer Contributions	<i>Includes infrastructure to be provided in the city (linked to an infrastructure delivery plan) as well as developer contributions to support the planned amounts of development in the city.</i>	<i>To accord with guidance in PPS12. Minor changes to reflect representations.</i>
CP10 Managing Flood Risk	Editorial changes and minor changes to reflect representations.	Minor changes to reflect representations.
CP11 Housing Delivery	<i>Policy amended to clarify and demonstrate how the South East Plan regional housing targets can be met that includes having the urban fringe as a contingency post 2020, if needed.</i>	<i>To accord with 'soundness' tests, provide for flexibility and the need to plan for unforeseen circumstances.</i>
CP12 Affordable Housing	Editorial changes only.	
CP13 Housing	Changes to clearly cross reference to	To clarify policy.

Densities	other CS policies. Clarification of 'design-led' approach.	
CP14 Gypsies and Travellers	Editorial changes and travelling Show People added to policy in line with national guidance. Updated to reflect progression of Partial Review of SE Plan.	To accord with national planning guidance and Partial Review of SE Plan.
CP15 Retail Provision	Minor changes to reflect need for additional retail development at Shoreham Harbour. Editorial changes	To address and cross reference potential retail needs at Shoreham Harbour.
CP16 Planning for Sustainable Economic Development (formerly CP16 and CP17)	<i>Combined into a single policy; allows mixed use on sites to be identified in a future Site Allocations Plan and reformatted (since summer 09) to improve clarity.</i>	<i>Clarification of policy to respond to representations received at RPO stage and PAP stage.</i>
CP18 Culture Tourism and Heritage	Editorial, updating and minor changes in response to representations.	Minor changes to reflect representations.
CP19 Hotel/Guest Accommodation	Editorial, updating and minor changes in response to representations.	Minor changes to reflect representations.

Core Strategy Constraints and Soundness Tests

The Core Strategy and subsequent development plan documents are required to be prepared in accordance with **legislative requirements** and to meet three main **tests of soundness**. This will be assessed through the examination process by an independent Planning Inspector.

Legal Compliance

This includes:

- complying with Regulations and other documents including the Local Development Scheme (timetable for the LDF) and the Statement of Community Involvement;
- regard to the Sustainable Community Strategy;
- subject to a Sustainability Appraisal;
- conformity with the South East Plan.

Tests of Soundness

There are three main tests of soundness.

a) Justified

- Participation – has there been effective engagement?
- Research and fact finding – is the content of the DPD justified by the evidence? Is it up to date?
- Alternatives - can it be shown that the Local Planning Authority's chosen approach is the most appropriate given the reasonable alternatives? This should be reflected in the sustainability appraisal.

b) Effective

- Deliverable – This includes - sound infrastructure delivery planning; having no regulatory or national barriers to delivery; delivery partners signed up to it; and coherence with strategies of neighbouring authorities
- Flexible is the Plan flexible enough to respond to unexpected changes in circumstances?
- Able to be monitored - does the Plan contain targets and milestones that relate to delivery of the policies? Needs to be clear how these are to be measured.

c) Consistent with national policy

- The DPD should be consistent with national policy. Where there is a departure LPAs must provide clear and convincing reasoning to justify their approach.

Brighton & Hove Core Strategy – Stages of Preparation

Document/Stage	Date
Issues and Options Document – early informal community involvement.	October 2005 – May 2006
Preferred Options Consultation	November – December 2006
Revised Preferred Options Consultation	June – August 2008
Shoreham Harbour Growth Point Announcement and preparation of background studies to inform comprehensive regeneration of Shoreham Harbour and a Joint Area Action Plan	July 2008 – July 2009
Proposed Amendments Paper – consultation on revised Spatial Strategy and 8 other Core Strategy Policies.	July – August 2009
Overview and Scrutiny Commission	20 October 2010
Cabinet Meeting	12 November 2010
Full Council Meeting	10 December 2010
Publication of Submission Document and consultation on 'soundness'.	January 2010- March 2010
Submission of Core Strategy to Government	April 2011.
Public Examination	July 2011
Binding Report from Inspector	November/December 2011.
Adoption of Core Strategy	January 2011.

Appendix 4 Health & Equalities Impact Assessment – key findings and recommendations

Assessment Conclusion

The revised Core Strategy and supporting policies represents a well constructed and coordinated effort to address existing environmental and health issues throughout Brighton & Hove, and seek to further improve the successful and sustainable growth of the City and its residents.

Development Areas

The development area policies generally present an opportunity to improve the health and wellbeing of local communities through a range of key health determinants, and further consider local community circumstance and opportunities to improve health and address inequality. Potential adverse health outcomes largely relate to community disruption during the construction of such areas, changes in health need (from population growth or a change in age structure) and transport impacts from a combination of increased population growth and increased visitation to the areas. However, such issues are addressed through the crosscutting core policies and balanced against far more significant long-term health improvement opportunities.

The only unclear outcome during the appraisal of the development area policies is that of the diversification of West Street and the Lower Promenade (DA1). Currently, such areas are associated with a vibrant night-time entertainment district. Diversifying such areas will support broader markets spread throughout the day with associated socio-economic opportunities. However, potentially dispersing the night-time entertainment industries may also result in dispersing associated antisocial behaviour. It is recommended that the Council engage with the emergency services to further investigate what effect such diversification may have on surrounding areas and subsequent emergency service resources.

The development area policies are not anticipated to adversely impact upon any particular sensitive community groups, and are geared to support the development of more sustainable, cohesive and vibrant communities. Such health benefits are further supported by the special area, sustainable neighbourhoods and core policies, which seem implicitly geared at addressing local circumstance and improving the uptake of health benefits locally.

Special Area Policies

The special area policies are geared at enhancing, protecting and supporting the sustainable use of key areas throughout Brighton & Hove. The policies key benefit to health include improving the viability and success of cultural, historic, leisure and retail industries and associated income and employment opportunities, coupled with increased access and accessibility (promoting green and public transport), improved services and amenities and an enhanced built environment. Potential adverse health impacts largely include a potential increase in vehicles (associated with increased visitation) and a potential change in local health care and emergency services to support the safe use of the urban fringe and South Downs (i.e. emergency and rescue services, first aid stations etc). However, it is important to note that the transport issues in particular are addressed through the crosscutting core policies, where the Core Strategy places a strong emphasis on increased physical activity as a core mode of transport and recreation.

The only unclear outcome is associated with the potential change in population number, composition and structure should the contingency of residential development on the urban fringe (SA4) be implemented. However, it is appreciated that in such instance, further assessment will be required and will be further addressed through cross cutting policies such as CP4.

The sustainable neighbourhoods policy is specifically geared to address a range of existing community social, economic, health and inequality issues in Brighton & Hove. The policies represent targeted measures to ensure communities have a part to play in the planning of their local environments, providing key services necessary to achieve good health and to build civic pride.

The special area policies are not anticipated to adversely impact upon any particular sensitive community groups, and are geared to support the development of more sustainable, cohesive and vibrant communities.

Core Policies

The core policies provide a series of cross cutting themes intended to deliver the Core Strategy spatial objectives and support the uptake of socio-economic and health benefits locally.

Due to the focused nature of each of the policies, potential health benefits vary. However, it is important to note that all of the policies have some degree of overlap and appear to have been carefully developed to mutually address a wide range of environmental, socio-economic and health issues and support the delivery and the uptake of potential health benefits. In particular the healthy cities policy (CP4) seeks to ensure community health is an explicit consideration at both the strategic and project level, and aims to actively promote healthy urban design and more coordinated efforts to address and improve community health and inequality.

Potential health issues largely include a change in health needs, education facilities and transport requirements associated with changes in population number and visitation to the area.

Potentially sensitive community groups vary between the policies, but generally relate to benefits to specific community groups. As an example, the affordable housing policy (CP12) will aid in supporting sensitive community groups including, the elderly, the infirm, those experiencing relative socio-economic deprivation and the unemployed. As such, the core policies are inherently geared at protecting and improving the health and wellbeing of communities throughout Brighton & Hove.

Health Impact Assessment

Although the various policies demonstrate a coordinated approach to addressing community health issues at the strategic level, Core Policy 4 (Healthy Cities) provides a clear means to drive healthy urban design throughout Brighton & Hove at the project level. In this instance, the policy forms a local requirement for developers to perform HIA at the project level, and more specifically, requiring all developers to demonstrate how their plans consider local circumstance and inequality, manage potential risks and enhance potential health benefits.

This makes community health and its promotion a material consideration in the local planning process, actively encouraging developments that support both PCT and City Council strategic objectives for healthier, more cohesive and vibrant communities.

However, in 2009, HIA remains a voluntary process with varying guidance, methodologies and outputs. As such, the key recommendation in this instance is to provide developers with clear HIA guidance illustrating:

- the benefit of demonstrating inherent healthy urban design features and how a masterplan will support the Core Strategy Objectives;
- how to effectively integrate the process of HIA into their existing planning process with minimum cost and delay;
- clear communication channels and protocols (i.e. the need to clarify the scope of any HIA with the City Council or PCT);
- Local Planning Authority HIA expectations (for various project types and sizes), in order to ensure all developers provide appropriate, concise and objective focused HIA;
- the principles of Healthy Urban Design, and the specific priority design features for Brighton & Hove; and
- City-wide community support programmes, to encourage and coordinate developer support initiatives to addressing existing inequality and encouraging health improvements.

Such information is necessary to aid developers in supporting the delivery of the core strategy vision and the development of vibrant, cohesive and healthy communities.

Table to show issues and recommendations for each policy

Policy	Issue / Health Pathway	Recommended Change / Policy Providing Mitigation
DA1	Generation of direct, indirect and induced Income and employment opportunities during both construction and operation contributing towards improved socio-economic, mental and physical health.	Establish policies to further improve and target the uptake of such opportunities in socio-economically deprived areas. Such policies might include encouraging developers to provide work experience and apprenticeship during the construction phase, through to targeted local training programmes and partnerships with employment agencies as the development becomes operational.
	Potential educational and apprenticeship opportunities during construction and increased access to cultural facilities and amenities once operational with subsequent benefits to health and wellbeing	It is recommended to where appropriate encourage developers to provide local work experience and apprenticeship during the construction phase. Such an approach could be linked through CP4, where developers will be required to demonstrate and enhance how they will support the core strategy vision and local community health improvements.
	Visitation with subsequent increase in transport, and a potential impact on local air quality and safety (i.e. risk of collision).	The Core Strategy clearly establishes that the development of sustainable transport options (CP8) will be key to the long term success of the proposed development area, encouraging a modal shift away from private vehicle use to green and public transport. As such, the Core Strategy already provides strategic level measures to address this potential health issue.
	The diversification of West Street and the lower seafront promenade has the potential to expand existing markets to a wider demographic, but may also disperse existing markets, with subsequent dispersal of associated and perceived antisocial behaviour and crime.	It is recommended to engage with the Police and Primary Care Trust to further address perceived and actual antisocial behaviour and crime in the area, and to support the delivery and success of new and diversified evening economy leisure and cultural facilities.
	The construction stage has the potential to reduce access and accessibility.	Potential impacts upon access and accessibility during construction will be addressed during the planning application stage, and subject to CP4, likely to be further addressed through the requirement of a HIA.
	The proposed development is not anticipated to increase demand or change local health care requirements.	Given the anticipated increase in visitor throughput, it is recommended to engage with the PCT to discuss any additional health care service requirement/benefit in the redeveloped Churchill Square.
	During construction the proposed development has the potential to result in air and noise emissions with the potential to cause local	Environmental construction issues will be addressed at the project level, and subject to CP4, are likely to be further addressed through an appropriately scoped HIA.

Policy	Issue / Health Pathway	Recommended Change / Policy Providing Mitigation
	community annoyance and disruption	
DA2	Proposed development will increase the local population number, increase population density and present an opportunity to change the age and socio-economic structure of local residents in the area.	In order to full capitalise on such opportunities, it is recommended that the mix, type and flexibility of housing is carefully considered to ensure a varied population demographic and to encourage the development of long term communities
	The proposed development will result in direct, indirect and induced income and employment opportunities during both construction and operation. In particular, the increased resident population will increase the viability of new amenities and services serving both the new and neighbouring communities.	It is recommended that the City Council further target training and employment strategies to build the local skills base and improve the uptake of socio-economic health benefits in neighbouring communities.
	Due to the increased population, and subsequent service demand (i.e. schools, health care etc), the proposed development will either provide appropriate social infrastructure or provide an appropriate planning contribution. Both the additional population and contribution has the potential to improve the long-term viability of local educational services.	The additional demand and shortfall of educational places will be established during the project level, and be largely defined by the number, mix and type of housing. However, where possible it is recommended that such planning contributions are made locally to benefit the neighbouring communities that will incur the additional population.
	The increased resident population will increase local private car use and an associated increase in parking requirements.	Recommended that under CP4, developers are required to demonstrate how their particular transport strategy will encourage such health opportunities (opportunities for physical activity)
	It is unclear how the proposed development might influence actual and perceived crime in the area.	It is recommended that crime and safety are scoped into any project level HIA deemed necessary, and that local communities are engaged
	The proposed development area is supported by clear strategic policies to increase the number of, and access to a wide range of community amenities, facilities, recreation and social areas within and between existing and new communities.	It is recommended, that through CP4, developers clearly establish in their access and accessibility plans, how the proposed development will improve access and accessibility to and between neighbouring communities to remove community barriers and further support the Core Strategy Vision.

Policy	Issue / Health Pathway	Recommended Change / Policy Providing Mitigation
	The additional population will result in an increased demand for primary and secondary health care	It is recommended that developers work with the PCT to establish both existing and planned health care capacity and where appropriate contribute towards the provision of health care services to address any shortfall
DA3	It is unclear how the proposed development might influence actual and perceived crime in the area. There is the potential that by further encouraging the consolidation of student residents in and along the academic corridor may increase opportunistic crime during academic holiday periods	It is further recommended that the police are consulted on the academic corridor, to discuss potential issues and measures to further reduce and prevent crime.
	The proposed development will result in a moderate increase in housing and associated health care need. However, the academic corridor is also likely to increase the appeal of student residents in the area, with different health care requirements to the general public.	It is recommended to engage with the PCT to address the varying health care need in the area, and inform the planning of future health care provision.
DA4	The proposed development will result in increasing the local population and subsequent primary and secondary health care needs.	It is recommended to engage with the PCT to discuss future health care needs in the area.
DA7	The proposed development represents a significant opportunity to balance a predominately elderly population in the Joint Area with a younger / more varied age structure.	The number, type, mix and affordability of housing will ultimately define the number of new residents, their age structure and socioeconomic status. This will also define the scale and viability of necessary infrastructure to deliver the development. It is recommended that a HIA be commissioned to further support the implementation of healthy urban design and the delivery of a successful, sustainable and vibrant community.
	The proposed development and associated population growth will increase transport requirements.	It is recommended that should a HIA be required, that transport be scoped as a key issue to be addressed.
	The population growth attributed to the proposed	It is recommended to engage with the PCTs covering the Joint Area to discuss

Policy	Issue / Health Pathway	Recommended Change / Policy Providing Mitigation
	development is likely to increase primary and secondary health care services in the area. In addition, the change in age structure will also influence future health care provision in the area.	future health care provision, and any necessary health care planning conditions. Furthermore, considering the scale of the development area, it is recommended that a HIA be commissioned and scoped with the PCTs.
SA1	The special area policy seeks to improve the flow of traffic and enhance public and green transport in the area, improving air quality and increasing physical activity as a key mode of transport and recreation. However, there is the potential that increased vehicle flows may result in an increased risk of road traffic collisions along certain routes.	It is recommended that at the project level, the transport strategy include a specific section of on road and pedestrian safety to further manage risk to both residents and visitors to Brighton & Hove.
	The special area policy does not directly influence lifestyle, but presents opportunities for increased access and use of the seafront and associated sports facilities for recreational use.	To increase the uptake of health benefits associated with new and improved access to sport, leisure and cultural facilities, it is recommended that the Council raise awareness and promote the use of such facilities locally.
	The special area policy will increase and spread out the use of the seafront. This may result in increased health and emergency service requirements (i.e. lifeguards, first aiders and coast guard).	It is recommended to engage with the PCT and Emergency services to establish any additional infrastructure required to support the safe delivery of the special area policy (i.e. life guard towers, first aid stations, meeting / visual points etc).
SA2	There is the potential that by dispersing large bars/pubs may disperse associated public safety concerns and services required to address them (i.e. police, ambulance etc).	It is recommended to engage with the PCT and Police to discuss the potential emergency service need to address a more dispersed bars/pubs in Brighton & Hove.
	The special area policy seeks to enhance the attractiveness of pedestrians areas to encourage visitation and walking as the best way of commuting within Brighton & Hove.	It is recommended to further highlight that walking is the best way of exploring what Brighton & Hove has to offer.
SA4	Increased visitation to the urban fringe has the	To manage potential transport risk from visitation, it is recommended that a

Policy	Issue / Health Pathway	Recommended Change / Policy Providing Mitigation
	<p>potential to increase associated transport requirements (public, private and green transport), with associated risks to health.</p> <p>Should the contingency be implemented, population growth in the Urban Fringe has the potential to increase transport requirements to areas of employment, recreation, amenities and facilities. Due to the nature of such areas, it is anticipated that transport via private vehicles will be the key mode of transport.</p>	<p>transport study be performed at the project level to inform the development of appropriate parking facilities (to prevent inappropriate parking practice and associated health risks to both pedestrians and road users), to plan and support viable / sustainable public transport options and support the use of green transport networks.</p> <p>Should the contingency be implemented, it is recommended that a detailed transport assessment be performed to both ensure sufficient access and accessibility and to manage potential transport related health issues.</p>
	<p>The special area policy seeks to increase sustainable tourism along the urban fringe. This may require additional health care and emergency service to the area.</p>	<p>Engage with the PCT and Emergency Services to discuss any necessary infrastructure or additional service to support the delivery of the special area policy (i.e. health stations, rescue services etc). In the instance the housing contingency is implemented, it is again recommended to engage with the PCT to discuss additional health care requirements and the viability of a local health centre</p>
	<p>In the instance that the housing contingency is implemented, there is the potential to increase the environmental burden on such areas through a combination of increased population density, development and the provision of associated infrastructure. Key risks are largely dependant upon the magnitude of development and include potential impacts upon existing communities (i.e. loss of character) and increased demand on local services and amenities reducing access and accessibility.</p>	<p>It is understood that the housing contingency will only be implemented should there be a shortfall in strategic housing post 2020, and if all adverse impacts of development are minimised and appropriately compensated for. In the instance such a contingency is implemented, it is anticipated that potential environmental and health issues will be investigated and addressed through planning, regulatory assessments and the requirements of policy CP4.</p>
SA5	<p>The special area policy will not directly influence lifestyle, but presents an opportunity to increase physical activity as a mode of recreation and transport and encourages locally grown produce.</p>	<p>Promote the use of green networks as a mode of transport and recreation.</p>

Policy	Issue / Health Pathway	Recommended Change / Policy Providing Mitigation
	There is the potential that increasing visitation to such areas may require additional health care facilities / infrastructure (i.e. health stations).	Engage with the PCT and Emergency Services to discuss any additional infrastructure and services to support the delivery of the special area policy (first aid stations, rescue services etc).
SA6	The policy is geared at addressing socioeconomic and associated health inequality by improving access and opportunities for income and employment.	The policy indicates increased empowerment of local residents to aid in defining local improvements. It is recommended that HIA be used as a tool to investigate local community needs and any barriers to potential benefit uptake. It is recommended that developers are required to demonstrate how their developments will support the delivery of the strategic vision (and improve renewal areas). Such information will enable the planning authority to approve projects that best support local communities and address inequality.
	The policy also highlights the requirement to address barriers limiting the uptake of income and employment opportunities, including, raising the local skills base, and working with local strategic partners.	It is recommended that developers are required to demonstrate how their developments they will support the delivery of the strategic vision (and improve renewal areas). Such information will enable the planning authority to approve projects that best support local communities and address inequality.
	The policy is geared at improving the quality of local community environments, supporting healthy, vibrant and cohesive communities through health urban design. The policy will also seek to improve the quality of the built environment of renewal areas and implement the principles of health urban design to address local social, health and economic needs.	It is recommended to encourage developers to demonstrate the inherent health benefits of their developments and to engage with local communities to further support the uptake of local health benefits.
CP2	The policy will increase population density in specific areas of Brighton & Hove to address housing targets and demand. The population number, composition and structure will be defined by the residential type and mix to be ascertained at the project level.	Further assessment will be required to ascertain the level, rate, mix and significance of population growth as the policy is implemented.
	The policy may increase health care need through an increased population density	Engage with the PCT to discuss future health care requirements.

Policy	Issue / Health Pathway	Recommended Change / Policy Providing Mitigation
CP4	The policy makes a requirement for strategic and project level developments to consider a wide range of potential health pathways	<p>It is recommended to provide HIA Best Practice Guidance or Supplementary Planning Guidance to aid delivering this policy.</p> <p>Furthermore, it is recommended to highlight the benefit of demonstrating a projects inherent health features to existing communities and tailoring projects to address local concerns and needs. Such action is mutually beneficial, aiding the Planning Authority to select projects that support the health and wellbeing of local communities, support the delivery of the strategic vision, and improve the success and sustainability of new developments.</p>
CP7	An increase in sports is likely to result in an increase in sports injuries. As such, it is likely that such a change in lifestyle throughout Brighton & Hove, may change subsequent health care requirements.	It is recommended to engage with the PCT to discuss the inherent health benefits of the policy, the potential change in future health care requirements, but also the potential for increased sports related injuries and any necessary additional services and infrastructure (i.e. health stations in proximity to sports venues)
CP9		It is recommended that planning contributions consider the contribution of affordable housing and inherent planning features designed to improve community health, in order to ensure sufficient commercial viability for developments and to prevent less healthy urban design to accommodate planning contributions
	The supporting text of the policy indicates the where appropriate, developers will be required to support health care services to manage any shortfall in capacity directly attributed to the proposed development.	It is recommended that when investigating potential health care planning contributions, such provision consider design features geared at preventing the onset of poor health and exclude affordable housing units (as such residents will have already been accounted in local health care funding). This will not only support the rationalisation of such contributions, but also prevent developers from removing healthy design features intended to prevent the onset of poor health to pay for treatment based health care

Policy	Issue / Health Pathway	Recommended Change / Policy Providing Mitigation
CP11	The policy will not directly influence educational infrastructure, but may increase demand.	The policy clearly establishes that all proposed residential developments will be required to demonstrate impacts on existing physical/social infrastructure and to clearly demonstrate how additional demand for associated infrastructure and local services will be met as part of the development proposal.
	The policy does not directly seek to influence services or amenities, and clearly states that increased demand upon key services and amenities will be addressed as part of the development proposal. Such a requirement extends to the housing contingency of SA4.	The policy clearly establishes that all proposed residential developments will be required to demonstrate impacts on existing physical/social infrastructure and to clearly demonstrate how additional demand for associated infrastructure and local services will be met as part of the development proposal.
CP16/17	Although the policy will not directly influence transport. The policy indicates the benefit of locating high tech employment opportunities in Shoreham to facilitate local regeneration. However, it is important note that a relatively mature population coupled with a relatively low skills base in the joint area may reduce viability and/or encourage a predominately commuting workforce with associated transport issues.	Regeneration and business appeal will go hand in hand, where areas such as Shoreham will require significant regeneration, transport, housing, retail etc) in order to attract a younger and more professional demographic to the area.

Appendix 5: Summary of Consultation on the Core Strategy

The Summary below is a draft of the Statement of Consultation that will be placed in Members' Rooms prior to Cabinet (on 12 November) and for Council on 10 December.

1. Consultation at the Issues and Options Stage

1.1 Introduction

The 'Core Strategy Issues and Options' document was publicly launched on 25th October 2005 and the consultation and involvement period ran from that date through to 28th April 2006. Within this timetable there were two distinct phases of engagement; the first ran from 25th October to 20th December 2005 and the second ran from 23rd January to 31st May 2006.

The following documents were produced at the issues and options stage:

1. A 'Core Strategy Issues and Options' booklet
2. A 'Core Strategy Issues and Options' summary
3. An 'Issues and Options' questionnaire
4. A 'rough guide to the LDF'
5. Sustainability Appraisal Draft Scoping Report
6. LDF Newsletter

The documents / publications referred to above were made available on the dedicated LDF section of the council's website. From 2nd November 2005 to 16th December 2005 copies of the 'Issues and Options' summary and questionnaire were made available in the council's City direct offices in Brighton, Hove and Portslade and at Jubilee Library and Portslade Library (Hove Library was closed for major repairs and access improvements throughout the community involvement period). Copies of the full 'Issues and Options' booklet were also available for reference at these venues.

All invitees to the main stakeholder workshop were sent a copy of the full 'Issues and Options' booklet beforehand and were given the opportunity to comment in writing if unable to attend. All those who did not attend, together with other national, regional and local groups, organisations and commercial concerns, were sent a copy of the 'Issues and Options' summary and the questionnaire.

Copies of the summary booklet and questionnaire were also made available at all the workshop events as well as the Community and Voluntary Sector Forum's quarterly conference on 7th December, as part of the 'market place' session. Approximately 80 people attended the event.

1.2 Who was consulted?

The list of consultees for the Issues and Options stage will be attached as Appendix 1 of the Statement of Consultation.

1.3 How were the public and other stakeholders consulted?

The methods used for Phase 1 included:

a) Workshops

Three workshop events were held. The first was a key stakeholder workshop held at Hove Town Hall on 25th October 2005 (all day) to launch the 'Issues and Options' booklet. A total of 198 groups from the LDF consultee list were invited. 35 people attended the workshop. The morning session allowed for group discussion of the various potential approaches to growth in the city, with feedback from each group given to all before lunch. The afternoon session allowed for group discussion of the specific issues and options facing the city based upon the planning-related elements of the Community Strategy topic areas.

The second workshop was held for members of the Community and Voluntary Sector Forum (CVSF) at the Brighthelm Centre on 9th November (half-day) and was organised and publicised in conjunction with the CVSF. Invitations were sent to all 500 CVSF members groups. 17 people attended the workshop. The first session allowed for group discussion of the specific issues and options facing the city based upon the planning-related elements of the Community Strategy topic areas. The second session allowed for group discussion of the various potential approaches to growth in the city. At the end, feedback on the key issues identified by each group was given to all participants.

The third workshop event was for older people and took place on 16th November at Hove Town Hall as part of the Older People's Council day event. It was organised jointly with the Pensioner's Forum and Brighton & Hove Teaching Primary Care Trust around the theme of healthy urban planning. These were followed by a one hour round table discussion session (in groups) based upon the specific issues and options identified in the consultation document. Each group focused on different topics and 3 groups looked at the city as a whole whilst 2 groups looked specifically at the Queens Park area and the implications that issues there have for the city as a whole. At the end, two key issues emerging from each group were fed back to all participants. A total of 42 people attended.

Other Forums

The 'Issues and Options' document was considered by the Wildlife Advisory Group (WAG) at its meeting of 1st November 2005 and WAG's comments were reported to, and noted by, the council's Sustainability Commission at its meeting of 30th November. The Sustainability Commission itself made comments on the draft spatial objectives.

A presentation and question and answer session was held at a meeting of the Clifton-Montpelier-Powis Community Alliance (CMPCA) at St Mary Magdalene Community Centre on 15th November. Notes of this were taken by the CMPCA, placed on their web site and copied to the council.

b) Questionnaires

Approximately 535 questionnaires were distributed and a total of 52 completed questionnaires were returned by the deadline of 16th December 2005. A total of 9

other written submissions were received from groups, organisations or individuals within this period which addressed these issues. This gives an overall response rate of just over 11%, which compares with the response rate of 10% for a consultation leaflet distributed in 1997 as part of the Brighton & Hove Local Plan consultation. A table of all responses was produced, together with a summary document.

c) Media

A full-page article about the document was placed in the November 2005 edition of the City News paper, which was distributed to all households in the city. A press release was issued on 2nd November 2005 to all local media and an article appeared in The Argus on 3rd November. A full page (c.500 word article) about the document also appeared in the autumn edition of Dialogue magazine, which is distributed to all members of the Community and Voluntary Sector Forum. These articles gave various options for people to view the full document or request the summary and questionnaire, including the website, council offices/libraries, e-mail address, postal address and telephone number.

d) City Views Survey

Two questions relating to spatial planning and quality of life in the city were included in the council's households survey. This was sent to 12,200 random households evenly distributed across the city (10% of all households) at the end of November, for return by 20th December. A total of 1,665 responses were received, a response rate of 13.6%. (This included 3.5% of respondents who were from Black & Minority Ethnic (BME) groups, compared to the total BME population of the city of 5.7%, and 14.6% who were from the Lesbian, Gay, Bisexual & Transgender (LGBT) community).

The methods used for Phase 2 included:

a) Citizens Panel

A questionnaire was sent out on 27th February 2006 to all 1,500 members of the council's Citizens Panel. The questionnaire was a simplified version of the questionnaire used in phase one, with more 'tick box' and 'multiple choice' questions in order to make provision for a good response rate. A deadline of 17th March was given for return of the questionnaires. A total of 600 questionnaires were returned, giving a response rate of 40% (though not all questions were answered by all respondents). This is considered to be a very good response rate for a consultation dealing with issues of complexity. A report of the responses was produced and a summary provided to all participants in June 2006.

b) Workshops

Workshop events were held with specific sectors of the local community as follows:

Children/Schools

Two workshop events were held with city schools; on 27th February 2006 at Blatchington Mill School in Hove and on 28th February at Dorothy Stringer School in Brighton. At Blatchington Mill 33 pupils took part across the full age range from Year 7 to 6th Form. At Dorothy Stringer 38 pupils took part across the age range from year 7 to Year 11. In each case pupils were divided into year groups and each group

looked at a map of the city and discussed issues under one or two of the topic headings. Post it notes were used by the pupils to put their views under the topic headings and these were later written up by officers.

University Students

A discussion session was held with representatives from the University of Brighton Students Union (UBSU) on 22nd February 2006. The discussion session was attended by eleven representatives of the UBSU council and members of staff. It focused on issues of housing, employment and transport and the wider issue of sustainability. Notes were taken and a copy sent to the UBSU for their next union council meeting.

Community Development Workers meeting

A discussion session was held at one of the regular Community Development Workers network meetings, held at on 7th February 2006. The meeting was attended by six Community Development Workers, representing Neighbourhood Renewal Areas (NRAs) across the city, and was chaired by a representative from the Trust for Developing Communities. The session consisted of a brief introduction to the LDF and the Core Strategy, followed by a round-table discussion on the NRA issues which should be taken into account in the LDF and especially the Core Strategy. In particular, the option of directing future growth towards NRAs was discussed.

CVSF

A workshop session was held at the CVSF Quarterly Conference on 8th March 2006 at the Brighthelm Centre as a follow-on from the phase one event, to look at specific issues relating to neighbourhoods. The workshop was split into two sessions; the first on the theme of Open Space and Neighbourhoods and the second on the theme of Children & Neighbourhoods. These sessions looked in more detail at issues which had arisen in consultation to date together with issues identified through Neighbourhood Action Plans. Eleven people attended the workshop.

Tourism/Retail Interests

A lunchtime event was held at the Metropole Hotel on 29th March, organised jointly with the Economic Partnership, specifically to discuss tourism and retail issues as set out in the Enterprising City section of the 'Issues and Options' booklet. This was attended by eleven invited representatives of tourism interests in the city together with three planning officers. (See Appendix E). Copies of the 'Issues and Options' summary were distributed. A summary of the discussion was placed by the Brighton & Hove Business Forum on their website, with an invitation to comment further directly to the council officers.

City Council LGBT Workers Forum

Planning officers attended a meeting of the council's LGBT Workers Forum on 5th April 2006 and the meeting was devoted to a discussion of the future vision for the city in terms of the perspective, inclusion and well-being of the LGBT community. Thirteen members of council staff attended, from a cross-section of departments. Notes of the meeting were made available to all members of the Forum, who were given until the end of April to add any further comments.

c) Involving BME / Faith groups

A different approach was taken to involving BME/Faith groups. Eight local representatives of the BME/Faith community agreed to act as 'Planning Champions' as part of the capacity building process on the LDF. These 'Planning Champions' were briefed by planning officers on the key strategic issues of the Core Strategy and during April and May they then held discussions with their particular sections of the

BME/Faith community. The outcomes of these discussions were then reported back to the planning officers by the end of May 2006.

In addition, a senior planning officer attended a feedback session arranged by the Black and Ethnic Minority Young People's Project (BMEYPP) held at the Brighthelm Centre on 22nd February 2006. The BMEYPP has about 60 young people registered with it and had carried out a consultation event at the Old Market Centre, Hove on 17th February 2006 which included seeking young BME people's views on community safety, parks, and health. This event was to feed back on the results to interested parties and to give attendees the opportunity to put questions to the organizers and some of the young people.

Other Forums

1) A business event linked to the Employment Land Study was organised on 15th February 2006 at the Metropole Hotel, Brighton. Invitations were sent to all members of the Economic Partnership's Sites and Premises group, which has about 30 members. 17 people attended the event in addition to council officers and the council's consultants. The council officers and the consultants worked to ensure that the links between this Study and the Core Strategy were made clear and brought out in discussions.

2) The council's Assistant Director, City Planning attended a meeting of Hove Business Association's committee on 14th March 2006 to talk about the Local Development Framework in general, including the Core Strategy.

3) Two senior planning officers joined a monthly meeting of the Chamber of Commerce at the Thistle Hotel on the evening of 12th April 2006. It was attended by nearly 60 members of that organisation, representing a wide cross-section of business interests. A short presentation on the Core Strategy was given, followed by an opportunity for questions and answers and to make comments. This was then followed by a short presentation on the findings of the Employment Land Study, given by the council's consultant. A further question and answer session then took place.

d) Involvement of other specific sectors of the community

On 26th April two planning officers met with a representative of the Van Dwelling Travellers of Brighton and Hove, who reports to the Travellers Sub-Group of the council's Equalities Forum. The meeting was an opportunity to discuss the specific needs of van dwellers and the implications for both the Core Strategy and the proposed Site Allocations document.

Views were also sought from representatives of disabled groups. On 9th May senior planning officers and the accessibility officer met with a representative of the Brighton & Hove Federation of Disabled People and their appointed consultants to discuss capacity building and involving disabled people in the Core Strategy. Subsequently, on 30th May 2006, senior planning officers attended the Federation's Healthy Living Event at Hove Town Hall, which included workshops on the key issues chosen by the Federation. Those on transport issues in the city, personal safety in public places and access to buildings and public spaces were relevant to the Core Strategy.

1.4 Results of the Issues and Options Consultation

The report at Appendix 3 of the Statement of Consultation will provide a summary of the results of the various community and other stakeholder involvement and consultation exercises and events carried out at the 'Issues and Options' stage of preparing Brighton & Hove's Core Strategy.

1.5 How the representations were taken into account

The findings of the issues and options stage of consultation assisted the council in moving towards the preferred options stage of the core strategy preparation. The wider issues discussed at the early stages (see appendix 3) were refined into a series of key issues, arranged under the priority themes set out in the council's Community Strategy (2006 revised version). These key issues were informed also by the evidence and research base being compiled by the council. The council's initial views on how these issues should be approached were developed. Along with any alternative option put forward during the issues and options consultation the options were tested by the Sustainability Appraisal. The reason for the preferred options was provided in the published preferred options document. [ADD LINK TO DOCUMENT](#)

With regard to the preferred Spatial Strategy, the findings of community involvement, alongside the evidence base and sustainability appraisal led to the re-appraisal of the original five approaches to accommodating growth put forward in the Issues and Options Paper (see Appendix 4 section 3).

For example the regeneration-led approach was not included within the preferred spatial strategy as it was considered that the approach would not meet the social objectives of achieving sustainable communities. During community involvement, concerns were raised about directing substantial new housing development towards the Neighbourhood Renewal Areas in advance of significant improvements to the physical and social infrastructure of those areas, as that would not contribute towards closing the gap between those areas and the rest of the city. However it would not preclude any development in those areas in the shorter term, particularly in respect of tenure diversification schemes and renewal of housing fabric.

The approach of planning for the identification of large strategic development sites was not included in the preferred spatial strategy as there were serious doubts raised during community involvement over the deliverability of such an approach. In addition, with only a small number of such sites, such an approach would have limited potential. The only significant identified site where there is support in principle for such an approach is Shoreham Harbour. However, the lack of the necessary new transport link in place to enable access, and the likely financial costs and possible environmental costs of providing it, are considered to be major barriers to the inclusion of the approach in the preferred option.

An alternative approach put forward by some participants during community involvement was one that puts environmental sustainability ahead of other concerns. Whilst it was accepted that one of the Government's principles, in its Strategy for Sustainable Development in the UK, is to respect environmental limits, any approach that explicitly prioritises environmental considerations over economic or social ones would not meet national planning policy as set out by the Government in PPS1. It was considered that the preferred spatial strategy was the best option to integrate all

the elements of sustainable development, subject to it being supported by the preferred options.

Community involvement on the approach of allowing for some limited development and expansion on the urban fringe did not reveal a clear consensus view on whether, in the longer term (beyond the next 10 years) this approach should form part of the overall preferred option. Engagement on this issue was at a very broad level only and was made more difficult by uncertainty over the proposed South Downs National Park and its boundaries. It was therefore put forward as an alternative option to consider whether, in the period 2016-2026, some limited development on the urban fringe should form part of the overall spatial strategy and, if so, under what circumstances.

2. Consultation at the Preferred Options Stage

2.1 Introduction

The 'Core Strategy Preferred Options' document was made available for public consultation under Regulation 26 on 9th November 2006 and ran from that date through to 21st December 2006. The document was also previewed at an LDF Stakeholder Launch Event held on 31st October 2006.

The following documents were produced at preferred options stage:

1. A 'Core Strategy Preferred Options' document
2. A 'Sustainability Appraisal of the Preferred Options Document'
3. A Statement of Proposals Matters (under the then 'Regulation 26')
4. A questionnaire response form
5. A Non-Technical Summary of the Sustainability Appraisal

During the consultation period, the documents were made available on the dedicated LDF section of the council's website and at the following places:

City Direct Centre (Brighton), City Direct Centre (Hove), City Direct Centre (Portslade), Jubilee Library (Brighton), Hove Library, Coldean Library, Hangleton Library, Hollingbury Library, Mile Oak Library, Moulsecoomb Library, Patcham Library, Portslade Library, Rottingdean Library, Saltdean Library, Westdene Library, Whitehawk Library, Woodingdean Library.

All invitees to the main stakeholder workshop were provided with a paper copy of the Preferred Options document as were the Specific Consultation bodies together with a comments form and a prepaid envelope. 447 other bodies and groups not invited to the main event were sent written information promoting the consultation and provided with details on how to participate.

Copies of the document and questionnaire response form and the statement of proposals matters (and details of where the documents are available for inspection) were reported and handed out at the events discussed in section 3.3.

2.2 Who was consulted?

The list of consultees for the Preferred Options stage will be attached in Appendix 1 of the Statement of Consultation.

2.3 How were the public and other stakeholders consulted?

A) Workshops

The following workshops and events were organised and took place during the consultation period. Copies of the documents were made available at all of these events.

- Stakeholder Launch Event – 31st October 2006 (100 guests attended)
- LSP Development Morning – 15th November 2006 (9 LSP members attended)
- Economic Partnership Sites and Premises Sub-Group – 22nd November (18 people attended)
- Area Based Consultation Event (for neighbourhood, civic and amenity groups) 27th November 2006 (33 people attended)
- New Deal for Communities (eb4u) Event – 6th December 2006
- Dorothy Stringer School Event – 7th December 2006 (20 pupils attended)
- Blatchington Mill School Event – 30th November 2006
- Hangleton & Knoll Community Meeting– 13th December 2006
- BME Elders Discussion – 14th December 2006 (5 elders attended)
- Older People’s Council – 20th December 2006
- Spectrum LGBT Consultation Event – 20th December 2006 (15 people attended)

B) Attendance at Existing/Planned Meetings

The documents and the consultation were promoted at the following pre-existing events.

- Brighton & Hove Economic Partnership – 3rd October 2006 (consultation promoted)
- Local Access Forum – 25th October 2006 (consultation promoted)
- Brighton & Hove Housing Partnership - 7th November 2006
- Disabled Access Advisory Group – 7th November 2006
- Brighton & Hove Healthy City Partnership - 7th November 2006
- Strategic Housing Partnership – 14th November 2006
- Equalities Forum – 20th November 2006
- Conservation Advisory Group – 21st November 2006
- LSP (2020 Community Partnership) – 28th November 2006

There were also a number of one to one stakeholder meetings held to discuss the Core Strategy Preferred Options document. These were with the Commission for the Protection of Rural England, the Environment Agency, the Highways Agency and Friends, Families and Travellers.

C) Media

A full page article was placed in the free local newspaper, The Leader, on Friday November 10th 2006 in order to meet the statutory requirements under Regulation 26 as it then existed.

A press release was prepared and as a result an article on the Core Strategy was published in the October 2nd 2006 edition of The Argus newspaper. Articles appeared in Lovely Lilac Spam Sandwich Newsletter (Brighton & Hove Community and Voluntary Sector Forum) on the 16th November and in their Dialogue magazine Winter 2006/7 edition which are both available on their web sites. During this consultation period, the council's City News was not being produced.

The document was placed on the Spectrum LGBT Community web site along with an article in November 2006.

The document was also placed along with an article on the web site of the Brighton & Hove Business Forum/Economic Partnership web site in November 2006.

2.4 Results of the Preferred Options Consultation

A summary of the representations received at the Preferred Options Consultation are summarised in the table below:-

Type of respondent	Number of responses
Business	11
Civic and Amenity Group	17
Community & Voluntary Sector	6
Developers, landowners and consultants	18
Environmental, Transport & Wildlife Groups	9
Government Agency	8
Individual	5
Public Sector / Local Authority	13
Total	87

Please see the report attached as Appendix 4 which provides a summary of the formal responses to the Core Strategy Preferred Options Document (November 2006) and summarises the results of the various events and workshops carried out during the six week formal consultation which took place between November and December 2006.

2.5 How the representations were taken into account

Following consultation on the Preferred Options document, the document was significantly restructured to take account of:

- further research and evidence gathering required by newly published national planning policy;
- the need to provide more detail on the location, scale and type of development to be delivered by the spatial strategy (requested through consultation responses) and;
- the need for a more area-based approach to planning, setting out how the council will respond to local priorities as requested by the Government Office for the South East.

A revised preferred options document was therefore prepared and in accordance with the adopted SCI another stage of consultation was undertaken (see section 4).

In taking a more area-based approach, issues previously set out under the headings of the council's Sustainable Community Strategy were reorganised. Those that more

appropriately related to a development area, special area or related generally to neighbourhoods were dealt under those sections. Where the 2006 Preferred Options were considered to be more effective joined together, they were integrated into a new preferred option in the Core Policies. Other alterations to the preferred options resulted from the October 2006 - December 2006 consultation responses or findings from commissioned background studies/ other strategies adopted since October 2006.

For clarity the supporting evidence for each preferred option was set out in Annex 1 of the Revised Preferred Options document. Annex 5 of this document provides details as to how the representations were taken into account as it provides a summary of the consultation responses, the alternative options considered, the Sustainability Appraisal recommendations and the reason for the revised Preferred Options.

SIGNPOST TO REVISED PREFERRED OPTIONS DOCUMENT

A detailed list of representations received under this stage can be accessed at [\(INSERT WEB LINK\)](#) or viewed at the council's City Direct Centres.

3. Consultation at the Revised Preferred Options Stage

3.1 Introduction

As part of the process of revising the preferred options document, a draft of the document was sent between the 10th April and the 22nd May 2008 to certain statutory consultees (Government Office for the South East, Natural England, English Heritage, Environment Agency, Highways Agency, South East England Regional Assembly and South East England Development Agency) and adjoining authorities for comment to ensure that the emerging document addressed their key concerns/ cross-boundary issues. The 'Core Strategy Revised Preferred Options' document was made available for public consultation under Regulation 25 on 27th June 2008 and ran from that date through to 8th August 2008.

The following documents were produced at revised preferred options stage:

1. A 'Core Strategy Revised Preferred Options' document
2. A 'Sustainability Appraisal of the Revised Preferred Options Document'
3. 'Core Strategy Revised Preferred Options - A Quick Reference Guide'
4. A response form
5. A Non-Technical Summary of the Sustainability Appraisal of the Core Strategy Revised Preferred Options

During the consultation period, the documents were made available on the dedicated LDF section of the council's website and at the following places:

City Direct Centre (Brighton), City Direct Centre (Hove), City Direct Centre (Portslade), Jubilee Library (Brighton), Hove Library, Coldean Library, Hangleton Library, Hollingbury Library, Mile Oak Library, Moulsecoomb Library, Patcham Library, Portslade Library, Rottingdean Library, Saltdean Library, Westdene Library, Whitehawk Library, Woodingdean Library.

Paper copies of the documents were also sent to all those who had responded to the Preferred Options consultation.

3.2 Who was consulted?

The list of consultees for the Revised Preferred Options stage will be attached as Appendix 2 to Statement of Consultation.

3.3 How were the public and other stakeholders consulted?

A) Workshops

The following workshops and events were organised and took place during the consultation period. Copies of the documents were also made available at these events.

- Partnership Managers Group – 3rd March 2008 (raising awareness and workshop)
- CABE LDF Workshop – 27th June 2008
- LSP Development Morning – 30th July 2008 (5 LSP members attended)
- Economic Partnership Sites and Premises Sub-Group – 25th June 2008 (10 people attended)
- Area Based Consultation Event (for community and voluntary sector, civic and amenity groups and all Councillors) - 24th July 2008 (34 people attended)

B) Attendance at Existing/Planned Meetings

The documents and the consultation were promoted at the following pre-existing events.

- Public Service Board – 19th March 2008 (raising awareness)
- Public Service Board – 10th June 2008
- Brighton & Hove Housing Partnership – 22nd July 2008
- Strategic Housing Partnership – 22nd July 2008
- Conservation Advisory Group – 8th and 25th July 2008

c) Media

A press release on the Core Strategy Revised Preferred Options consultation was issued on 27th June 2008. A full page article on the Core Strategy appeared in the July 2008 edition of 'City News'¹ promoting the consultation. 'City News' is the council's newspaper for residents and is distributed to 100,000 homes in the Brighton & Hove area. It's also available in libraries, local housing offices and in Hove and Brighton town halls.

This was also sent to the Brighton & Hove Community and Voluntary Sector Forum and to Spectrum for inclusion on their web sites/newsletters.

A Core Strategy article was placed in 'Hove Business News', the newsletter of the Hove Business Association in Summer 2008. This was sent out to over 900

¹ 'City News' is the council's newspaper for residents and is distributed to 100,000 homes in the Brighton & Hove area. It's also available in libraries, local housing offices and in Hove and Brighton town halls.

businesses in the Hove area of the city. Details of the consultation and a short article highlighting proposals within the Core Strategy relating to the tourism and visitor sector were sent by email to members of Inside Brighton to ensure that hotelier and partner businesses were made aware of the document.

The document was also placed along with an article on the web site of the Brighton & Hove Business Forum/Economic Partnership web site in June 2008.

3.4 Results of the Revised Preferred Options Consultation

A summary of the representations received at the Revised Preferred Options Consultation are summarised in the table below:-

Type of respondent	Number of responses
Business	12
Civic and Amenity Group	25
Community & Voluntary Sector	6
Developers, landowners and consultants	19
Environmental, Transport & Wildlife Groups	10
Government Agency	4
Individual	21
Public Sector / Local Authority	17
Total	114

The report attached as Appendix 5 of the Statement of Consultation will provide a summary of the formal responses to the Core Strategy Revised Preferred Options Document (June 2008) and summarises the results of the various events and workshops carried out during the six week formal consultation which took place between June 2008 and August 2008.

3.5 How the representations were taken into account

INSERT PARA

A detailed list of representations received under this stage can be accessed at **(INSERT WEB LINK)** or viewed at the council's City Direct Centres.

4. Consultation at the Proposed Amendments Paper Stage

4.1 Introduction

The 'Core Strategy Proposed Amendments Paper' was made available for public consultation under Regulation 25 on 29th June 2009 and ran from that date through to 10th August 2009. This consultation was more focussed as it centred on eight policies that had been significantly amended since the Revised Preferred Options document was produced in June 2008. Many of the changes made were as a result of the consultation feedback received.

The following documents were produced at the 'Proposed Amendments' stage:

1. A 'Core Strategy Proposed Amendments Paper'.
2. A 'Sustainability Appraisal of the Core Strategy Proposed Amendments Paper'
3. A response form.

During the consultation period, the documents were made available on the dedicated LDF section of the council's website and at the following places:

City Direct Centre (Brighton), City Direct Centre (Hove), City Direct Centre (Portslade), Jubilee Library (Brighton), Hove Library, Portslade Library.

Paper copies of the documents were also sent to all those who had responded to the Revised Preferred Options consultation via letter or handwritten response.

4.2 Who was consulted?

The list of consultees for the Proposed Amendments Paper stage will be attached in Appendix 2 of the Statement of Consultation.

4.3 How were the public and other stakeholders consulted?

A) Workshops

The following workshops and events were organised and took place during the consultation period. Copies of the documents were also made available at these events.

- LSP Partnerships LDF Sub-Group – 17th June 2009
- Portslade Community Forum meeting – 10th July 2009 (50 people attended)
- LSP Development Morning – 29th July 2009 (7 LSP members attended)

B) Attendance at Existing/Planned Meetings

The documents and the Proposed Amendments consultation were promoted at the following pre-existing events.

- Sustainability Partnership – 29th June 2009
- Local Access Forum – 9th July 2009

c) Media

A press release on the Core Strategy Revised Preferred Options consultation was issued on 29th June 2009. Subsequently, a double page press article appeared in the Brighton & Hove Argus newspaper on July 16th 2009. A full page article on the Core Strategy appeared in the July 2009 edition of 'City News'² promoting the consultation.

The document was also placed along with an article on the web site of the Brighton & Hove Business Forum/Economic Partnership web site for the period of the consultation.

² 'City News' is the council's newspaper for residents and is distributed to 100,000 homes in the Brighton & Hove area. It's also available in libraries, local housing offices and in Hove and Brighton town halls.

4.4 Results of the Proposed Amendments Consultation

A summary of the representations received at the Proposed Amendments Consultation will be summarised in the table below:-

Type of respondent	Number of Respondents
Business	
Civic and Amenity Group	
Community & Voluntary Sector	
Developers, landowners and consultants	
Environmental, Transport & Wildlife Groups	
Government Agency	
Individual	
Public Sector / Local Authority	
Total	

The report attached in Appendix 6 of the Statement of Consultation will provide a summary of the formal responses to the Core Strategy Proposed Amendments Paper (June 2009) and summarises the results of the various events and workshops carried out during the six week formal consultation which took place between June and August 2009.

4.5 How the representations were taken into account

INSERT PARA - A detailed list of representations received under this stage can be accessed at **(INSERT WEB LINK)** or viewed at the council's City Direct Centres.

OVERVIEW AND SCRUTINY COMMISSION

Agenda Item 44

Brighton & Hove City Council

Subject:	Corporate Procurement of Energy - Sub 100Kw Energy Contract		
Date of Meeting:	17 September 2009 Cabinet 20 October Overview and Scrutiny Commission		
Report of:	Director of Finance & Resources		
Contact Officer:	Name:	Angela Dymott	Tel: 29-1450
		Jason Clarke	29-1431
	E-mail:	angela.dymott@brighton-hove.gov.uk jason.clarke@brighton-hove.gov.uk	
Key Decision:	Yes	Forward Plan No: CAB11828	
Wards Affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To seek approval from Cabinet for the re-tender, in compliance with the European Union Public Procurement Directive, of the Brighton and Hove City Council sub 100kw Electricity contract which expires on 31 March 2010 and authority for the Director of Finance & Resources, under delegated powers, to act immediately on any suitable quotation obtained. As in previous tenders the sub100kW contract will be awarded to the most competitive offer supplied from 100% renewable sources in line with council's sustainability and use of natural resources commitments. The energy market remains volatile and as utility prices are beginning to rise again the council should test the market now to try and secure an advantageous price.

2. RECOMMENDATIONS:

That Overview and Scrutiny Commission note the report.

RECOMMENDATIONS AGREED BY CABINET

- 2.1 That Cabinet gives approval for a tender exercise following the official journal of the European Union (OJEU) process to be undertaken and a contract awarded to the most competitive offer supplied from 100% renewable sources, following appraisal and recommendations from the council's energy adviser and Energy & Water Manager.
- 2.2 That Cabinet grants delegated power to the Director of Finance & Resources to award the contract following consultation with the Cabinet Member for Central Services and take all other steps necessary for the implementation of the proposals.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 The council has three main utility contracts: one for Gas supplies across the council portfolio and two electricity contracts covering the council portfolio. The electricity provision is split into two contract groups - the 100kW contract that relates to large sites for which, due to their high consumption, organisations are statutorily obliged to provide half hourly data via automatic metering and the Sub 100kW contract that relates to smaller sites for which it is not mandatory to have automatic metering data. The table below shows the utility and identifies the contract duration and value.

Utility	Contract Period	Value	Supplier	Example sites
Gas	1 October 2008 – 30 September 2010	£2.7m per annum	Eon	All sites requiring Gas including schools and housing
Electricity 100kw	1 October 2009 - 30 September 2010	£1.1m per annum	Eon	22 Large sites- Kings House, Hove and Brighton Town Halls ,Brighton Centre King Alfred, and 7 secondary schools,
Electricity Sub 100kW	1 April 2008 - 31 March 2010	£2m per annum	Eon	1330 sites - The smaller sites, majority of schools, admin buildings, libraries, sports pavilions and some housing sites

- 3.2 This report relates to the sub100kw electricity supply contract is for 1330 sites within the City Council's portfolio that ends on the 31 March 2010. The portfolio comprises of the smaller sites within the City that includes the majority of schools, a range of administrative buildings, libraries, sports pavilions and some housing sites. In total the current contract value is approximately £2m per annum.
- 3.3 This contract is corporately procured in order to ensure that all these sites and services can benefit from the Council's overall purchasing power and to ensure consistent implementation of the corporate energy procurement policy.
- 3.4 The electricity contract for housing covers lighting of common ways internally and externally to some blocks of flats, communal heating for two blocks of flats (Broadfields and Elwyn Jones Court) and housing offices. The increased cost will be considered as part of the 2010/11 HRA budget report.

Tender process

- 3.5 The council's energy advisor Team Q has been commissioned to re-tender the contract in accordance with the council's Contract Standing Orders, European Regulations and OJEU standards. A European advert has been placed and tender documents will be issued on return from interested parties. The provisional OJEU timetable is as follows:

Event	Time Scale	Date
Issue Tender notice for publication – Inviting expressions of interest from licensed suppliers.		24th August
Tender Period.	52 days	24 August – 16 October
Tender Closes.		16 October
Tender Evaluation – review tender returns and present findings to Council Officer with delegated powers.	3 days	19 -21 October
Seek Tender Revisions – Seek revised prices based on preferred Council terms and conditions.	5 days	21st-27 October
ALCATEL stand still period ends	10 days	6 November
Contract Acceptance – Place a letter of intent (Subject to Contract) with preferred bidder.		9 November
Review contract terms and conditions	10 days	23 November
Contract Starts		1 April 2010

- 3.6 As in previous exercises prices have been invited for a 12, 24 and 36 month period, with an option to extend for a further period, subject to negotiation. Tender documents will request suppliers to provide tariff structures that will ensure that electricity is provided from 100% renewable sources i.e. wind, water, sun. Emphasis will also be placed on provision of a suitable customer service structure to support the council's needs and suppliers will be asked for separate proposals for an Automatic Meter Reading (AMR) rollout programme.
- 3.7 The number of suppliers operating in the sub 100kW market has significantly reduced over the course of the contract as evidenced by the pending withdrawal of the incumbent supplier E-On from the market place. Further reductions have also been seen due to corporate mergers.

Market Volatility

- 3.8 The market volatility is due to a number of economic reasons, the most influential being the price of oil in the international supply market. The close link between UK electric prices and this globally traded commodity has meant that as significant world events occur, such as high oil demand in emerging economies, the "credit crunch" and various geopolitical events, the UK energy prices are also affected. Suppliers are now placing an element of risk within the unit prices in their pricing structure on all contracts. Recent tender exercises carried out by the council's energy advisor, Team Q, suggest that despite the current low energy price, an increase in the region of **15%** could be expected based solely on this applied risk element. Based on the current contract value, this would see an increase of approximately £300K per annum.

- 3.9 During the period since the placement of the current contract, we have seen huge fluctuations in the price of wholesale electricity, driven by the global price of oil which rose to \$148/ barrel in October 2008 before falling back in the subsequent months. Oil prices which currently sit at around \$68/ barrel, are now beginning to rise, taking wholesale electricity prices with them, (see Appendix A). Current predictions estimate that the price of oil will reach \$100/ barrel by the end of the year. With this in mind the council would be well placed to fix a price as quickly as possible.

Carbon Reduction Commitment

- 3.10 The Carbon Reduction Commitment (CRC) is a mandatory emissions trading scheme which will commence in April 2010. Within the scheme, each organisation's emissions are capped and a value placed on these carbon emissions. It should be noted that under the CRC the procurement of green energy will not be viewed as a mitigation factor.
- 3.11 One of the early action metrics of the scheme, which form 100% of the league table assessment in the first year and are the sole means to secure the available year end bonus payment, is the introduction of automatic meter reading (AMR). In to meet these criteria, the successful tender will include a roll out programme for the provision of AMR across the council portfolio by March 2011.

Commitment to Green Energy and proposed OJEU Procurement Route

- 3.12 Since 2004 the council has procured its electricity from 100% renewable sources, this policy is in line with the council's sustainability, use of natural resources strategy and climate change policy.
- 3.13 Recent tender exercises such as the +100kW electricity contract have indicated that the procurement of Electricity from 100% renewable sources currently attracts a premium of approximately 5%. Based on the current value of the contract this would equate to an additional **£100K per annum**.
- 3.14 The Utilities Act 2000 has placed an obligation on all suppliers to provide 3.6% each supplier's electricity from renewable sources. Approximately 2.5% of electricity is purchased from renewable sources and the government aim is to achieve 20% production of electricity from renewable sources by 2020, in line with the European Union commitment which was ratified by the UK government in June 2007.
- 3.15 Climate Change Levy (CCL) is a government tax aimed at reducing CO₂ emissions through taxation and tax incentives on the installation of energy conservation technology. The tax applies an additional charge for electricity consumed in commercial and industrial applications. Only sites that are used for domestic, residential purposes and those using very small amounts of electricity are exempt from Climate Change Levy. Sources of power that can be shown to be renewable, such as solar or wind power are exempt from this tax.

Other Procurement Options

- 3.16 Whilst the council remains totally committed to continuing its policy of procuring energy from 100% renewable sources, all other alternatives are being explored

to ensure an accurate market appraisal and to illustrate the financial implications of this policy decision.

- 3.17 The option to purchase electricity via a Framework supplier as offered by Buying Solutions (formerly OGC) was also investigated. Purchasing via a consortium does allow some flexibility in purchasing volumes and has consistently been seen to provide discounts. However this route will not allow us to secure a price at this time as Buying solutions operate in specific windows of time ie. we could not benefit from a good price now. This route will also only allow energy to be sourced from one supplier, EDF, who as demonstrated by the recent +100kW soft tender exercise and reinforced through discussions with the Buying Solutions framework supplier, are unable to supply electricity from 100% renewable sources.
- 3.18 Aligned purchasing with East Sussex County Council was also investigated. The ESCC contract will expire at the end of September 2009 and as such does not offer the opportunity the align contracts. ESCC are not seeking electricity from renewable sources and as such, are likely to utilise Buying Solutions for their next contract.

Recommendations

- 3.19 A contract is to be awarded to the best electricity bid from 100% renewable sources, following appraisal and recommendations from the council's energy adviser and Energy & Water manager.
- 3.20 The prices returned are only valid for the day they were quoted and will have to be re-quoted when a firm decision is made by the Council. The energy consultant will require the authority of the Council to approach the selected supplier, subject to contract and council final approval, as soon as possible. As such it is requested that powers be delegated to the Director Finance and Resources in consultation with the Central Services Cabinet Member to ensure this is carried out with the minimum delay. Once the council has agreed to the price it will remain fixed for the contract start in April 2010.

4. CONSULTATION

- 4.1 Market evaluation has been carried out by the council's energy consultant and assessed by the council's Energy & Water Manager. Further benchmarking has been carried out in association with East Sussex County Council Energy Management team and the national framework with Buying Solutions. Further advice on procurement routes was obtained from the council's senior procurement advisor.
- 4.2 The Right To Buy Team in Housing Management have a statutory obligation to consult with leaseholders of any changes which would increase their annual service delivery above £100. Following advice from our energy consultant that the financial increase to the contract may be 15% it is expected this may affect approximately 90 leaseholders by an additional £40 per year (average). Housing Management are currently considering the options of leaseholder consultation with regard to potential price increases arising from the new contract.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 Electricity prices are highly volatile and as such it is difficult to estimate with any certainty what price the council will be able to secure. Any cost increases relating to school premises will be funded from delegated school budgets. Any increases will take effect from April 2010 and so will need to be factored into the 2010/11 budget submissions for both the general fund and HRA. It is estimated that procurement from 100% renewable sources will cost approximately 5 % more. This contract will have significant impact on budgets for the foreseeable future as utility costs continue to rise year on year. Going to the market at this time will enable the council to obtain an advantageous price to try and mitigate against the potential budget pressures.

Finance Officer Consulted: Patrick Rice

Date: 24/08/09

Legal Implications:

- 5.2 The Cabinet has authority to agree the recommendations set out in section 2. Relevant legislation is referred to in paragraphs 3.10-3.11 and 3.12-3.15.
- 5.3 A contract providing this type of service at the anticipated value requires compliance with the EU Procurement Directive and accompanying UK Regulations. As a result, the contract is subject to the full application of both the Directive and Regulations. The report refers to the contract notice being advertised in the OJEU, which complies with the relevant legislation, as does the remainder of the anticipated procurement process. Contracts over £75,000 must be prepared in a form approved by the head of Law. The council must take the Human Rights Act into account in respect of its actions but it is not considered that any individual's Human Rights Act rights would be adversely affected by the recommendations in this report.

Lawyer Consulted: Alison Leitch

Date: 24/08/09

Equalities Implications:

- 5.4 An Equalities impact assessment has not been carried out as it is unlikely that the renewal of the contract will have any equalities implications

Sustainability Implications:

- 5.5 *Sustainable Consumption and Production* - The renewal of the contract will not directly impact the consumption on production however we will aim to minimise consumption.
- 5.6 *Climate Change and Energy* – The ability to secure the sub100kW electricity contract from renewable sources will greatly reduce the council's carbon emissions and footprint and supports the council's Sustainability policy and Climate Change action plan. However, it should be noted that incoming legislation around the Carbon Reduction Commitment (CRC), does not confer any benefit for the use of green energy.

5.7 *Natural Resource Protection and Environmental Enhancement* – The council has consistently stated it's commitment to the use of electricity from 100% renewable sources. A commitment that has been again stated in the ongoing CAA natural resources audit.

5.8 *Sustainable Communities* –Consultations have been conducted with relevant parties and will need to be undertaken with schools.

Crime & Disorder Implications:

5.9 There are no crime and disorder implications

Risk & Opportunity Management Implications:

5.10 There are no additional risk or opportunity management implications

Corporate / Citywide Implications:

5.11 Key corporate implications are the possible increase in unit price. The council will seek the best possible price and will ensure that the successful tender represents value for money.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

6.1 The options researched and analysed by the council's energy consultant and Energy & Water Manager include OJEU, Buying Solutions and alignment with ESCC.

6.2 Brighton & Hove City Council is committed to procuring from 100% renewable sources. As such the alternative purchasing routes identified and evaluated have been discounted as they would not allow the council to continue this commitment.

7. REASONS FOR REPORT RECOMMENDATIONS

7.1 The council's sub 100Kw electricity contract supplied from 100% renewable sources is on a fixed offer that expires at the end of March 2010. The main grounds for the recommendations that are sought are to allow the council to benefit from the best price available and obtain value for money within a volatile market where prices are held for a maximum of 24hrs.

SUPPORTING DOCUMENTATION

Appendices:

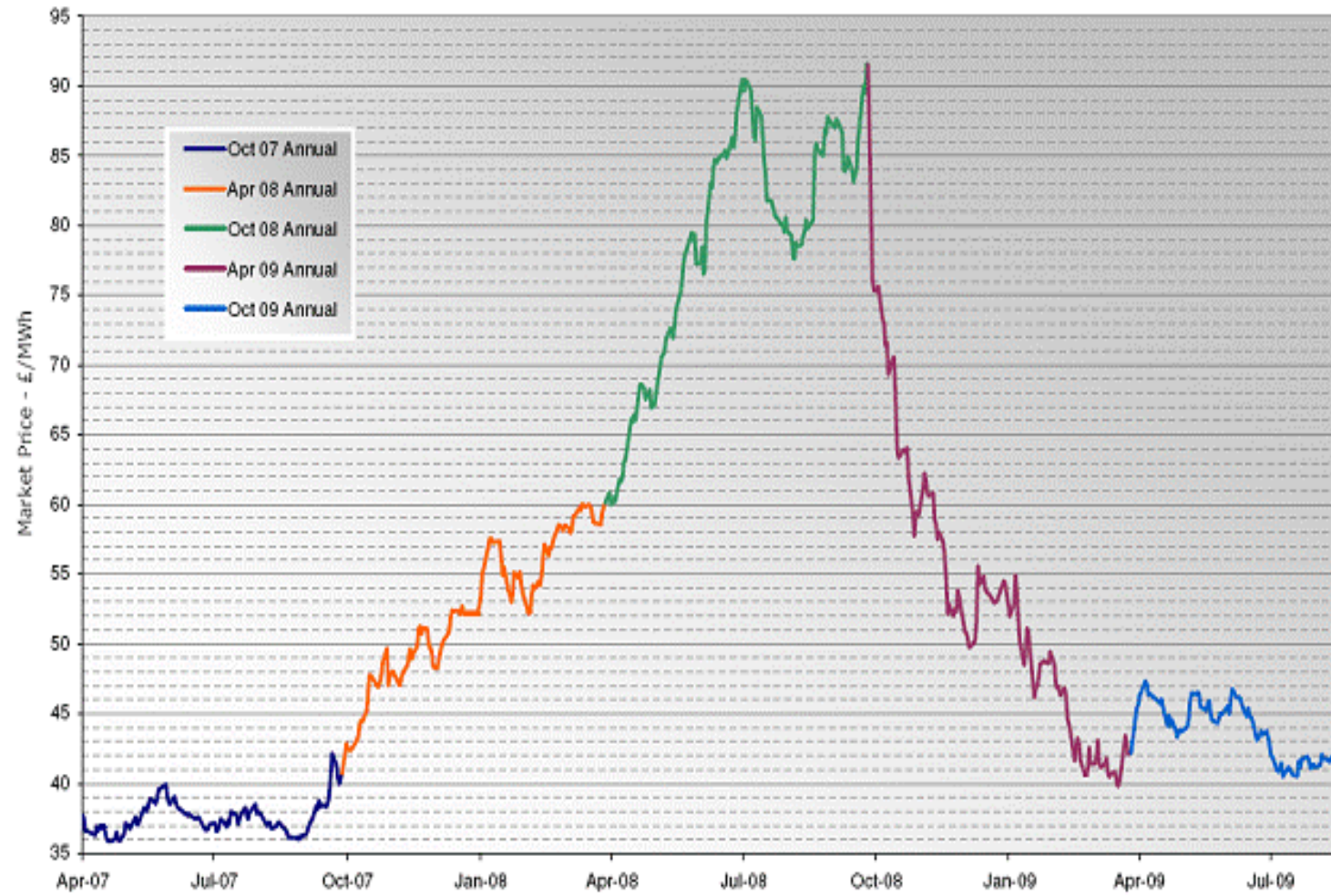
1. Appendix A - Graph of electricity prices over time

Documents in Members' Rooms

None

Background Documents

None



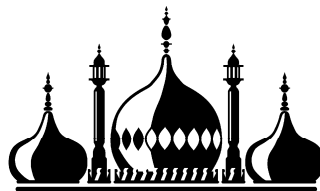
Double Impact – The volunteering strategy for the City of Brighton & Hove

July 2009



Volunteer Centre

Brighton & Hove



Brighton & Hove



Executive Summary

Main Findings

- Volunteering improves quality of life both for volunteers and for the City. It is an excellent tool for helping the City hit key strategic targets in the areas of social inclusion, mental and physical health, community safety and employability
- Volunteering not only adds real capacity to the City but also has real benefits for those that volunteer
- Good volunteer management and good matching, particularly for disadvantaged groups, are critical to retaining volunteers and to keeping people volunteering
- The number of volunteers in the City can be expanded through increasing the capacity of organisations to manage volunteers
- Disadvantaged people have support needs that require dedicated resourcing
- Increasing employer-supported volunteering schemes will not only increase volunteering opportunities but is likely to lead to employers taking greater account of volunteering experience when recruiting
- The recession is increasing the numbers wanting to volunteer but is also displacing more disadvantaged people from volunteering

Brighton & Hove has a thriving Third Sector with approximately 19,200 volunteer positions, giving 57,600 per week of volunteer hours (an annual salary equivalent of £24 million).¹

Without volunteering and volunteers our social care, healthcare, recreational and education systems would be impoverished and the environment that we live in would not be as safe, green and clean as it is. Volunteering not only make an essential contribution to the well being of Brighton and Hove, but the further development of volunteering will enable the City to reach many of its targets in the 2020 Sustainable Community Plan².

Volunteering not only brings significant benefits to those people and organisations that volunteers support but also to the volunteers themselves. It builds social capital, thereby improving community safety, has a major impact on both mental and physical health, improves self confidence and skills, gives a sense of social value to those who cannot work and is often a route back into employment for those who can. As such it has a particular benefit to the more vulnerable and socially excluded members of our community and can provide them with opportunities they otherwise would not have.

This *Double Impact*, on both society and the individual, is why volunteering is so important to the City. Public, private and third sector agencies need to work together to ensure that these crucial opportunities continue to be supported and developed.

¹ 'Taking Account: an economic and social audit of the third sector in Brighton and Hove' September 2008

² http://www.2020community.org/downloads/site2020/downloads/Community_Strategy.pdf

Our Vision

“... that Brighton & Hove is a City where residents feel inspired to volunteer and participate in community activity, have the opportunity to do so and are celebrated and recognised in their efforts”.

The purpose of the Strategy is to ensure that the future environment of Brighton & Hove is one that encourages volunteering in all its forms to flourish both in the number of volunteering opportunities available and their quality. The volunteering strategy sets out how, in partnership, our vision will be achieved.

Our Strategic Aims

Aim - Increase the number of volunteers in the City

- improve the coordination and availability of volunteering brokerage services in the City
- develop a coordinated and high profile publicity campaign to increase the number of volunteers and volunteering placements
- increase the capacity of organisations to involve (more) volunteers

Aim - Improve the quality of volunteer management

- improve the volunteering experience for both the volunteer and organisation/individual they volunteer for by providing more good practice support in volunteer-involvement

Aim - Increase access to volunteering for disadvantaged groups

- provide additional support to enable under represented groups to participate in volunteering

Aim - Build an environment that enables volunteering to have the maximum economic and social impact

- recognise the importance of volunteering to the City through events and awards
- increase the ways volunteers and volunteer managers may build skills, learning and employability
- promote the benefits of employer-supported volunteering

Aim - Enable the Voluntary sector to work effectively with commissioners

- develop methods of measuring volunteering activity and the impact of volunteering in the City

Agenda Item 45

To meet these aims, the strategy proposes a 5 year action plan that will specifically enable us to:

- Achieve the target set within our Local Area Agreement³ for;
National Indicator 6⁴ - Participation in Regular Volunteering (target 26.6% as measured by the 2011 Place Survey)
- Assist with meeting the targets set within our Local Area Agreement for;
National Indicator 4 - percentage of people who feel they can influence decision in their locality, by increasing levels of community activity (target 30.6% as measured by the 2011 Place Survey)
National Indicator 7 – Environment for a thriving third sector, by increasing the capacity of the Third Sector through volunteering (target 25% as measured by the 2011 Place Survey)
- Increase the number of volunteering opportunities by 2.7% a year (as measured by Taking Account)

A desk based scoping exercise was carried out that examined the extensive body of research into volunteering also revealed that the strategy will assist in meeting the wider targets of Brighton & Hove's '2020 Sustainable Community Strategy', findings of which are discussed within Local Policy and Context and found within Appendix 1.

The strategy work was led by the City Volunteering Strategy Steering Group, which had representatives from a number of stakeholder groups, and was managed by the Volunteer Centre Brighton & Hove.

Extensive consultation was carried out with key stakeholders groups which addressed five key themes within volunteering. These were;

1. **Reducing the barriers to volunteering** - enabling choice, opportunity and access for all
2. **Promoting, recognising and valuing volunteering and volunteers** - the celebration of volunteering and all involved within it and touched by it
3. **Providing a good volunteering experience** - a meaningful and positive experience for all involved in volunteering; volunteers, organisations and end beneficiaries
4. **Resourcing volunteering and the links to employment** - the cost of volunteer-involvement and enhancing the opportunity of volunteering as a pathway to work and gaining skills
5. **The impact of volunteering** - the benefits of volunteering to volunteers, organisations, their service beneficiaries and the wider community

³ Local Area Agreements (LAAs) set out the priorities for a local area agreed between central government and a local area (Local Strategic Partnership) and other key partners at the local level.

⁴ National Indicators are the means of measuring national priorities that have been agreed by central government.

Agenda Item 45

The findings of the consultation were scrutinised and recommendations were developed by the City Volunteering Strategy Steering Group.

Main Recommendations

1. Improved strategic co-ordination of volunteering across the City to be resourced and implemented
2. Measures to be taken to improve the matching of the skills of volunteers to the needs of organisations
3. Volunteering to be well publicised, recognised and publically valued
4. Good practice guidance and support to be made available to organisations across sectors to improve accessibility to volunteering
5. Disadvantaged groups to be given additional support into volunteering
6. Volunteering to be strengthened as a pathway to employment
7. All sectors to encourage their employees to volunteer and to be supported to do so
8. People out of work to be supported by all sectors to volunteer
9. Commissioners to promote volunteering, including through recognising full added value of volunteering in commissioning strategies

Agenda Item 45 Appendix 1

City Volunteering Strategy – development progress October 2009

- July 2008; City Employment and Skills Steering Group commission the Volunteer Centre Brighton & Hove to lead on the development of a City Volunteering Strategy. This work was led by a Volunteering Strategy Steering Group (VSSG) and managed by the Volunteer Centre and has subsequently had further financial support from Brighton & Hove City Council
- Following extensive scoping and consultation work across a range of stakeholder groups in April–May of 2009, a ‘Draft’ City Volunteering Strategy was developed with input from the VSSG
- ‘Draft’ document was sent to key stakeholders for input and feedback in July 2009
- Feedback was gathered and reviewed by VSSG and ‘revised’ Draft document prepared in August 2009
- VSSG agree consultancy input from Simon Botrell, Director of 7Creative, to design final document and improve accessibility
- Commissioner’s meeting held October 2009 to gather input that would enable key partners to sign up to the Strategy
- Overview and Scrutiny Committee meeting to review Volunteering Strategy in October 2009
- Input from above two meetings to be reviewed and amendments to final strategy document to be agreed by VSSG members (November 2009)
- Preparation of final document with support and input from 7Creative
- Sign-off of Volunteering Strategy by City Employment and Skills Steering Group (November/December 2009?)



Brighton & Hove City Council

FORWARD PLAN OF KEY DECISIONS

FROM OCTOBER 2009 TO JANUARY 2010

KING'S HOUSE
GRAND AVENUE
HOVE
BN3 2LS

www.brighton-hove.gov.uk

Edition 17

Published 16th September 2009

For further detailed information regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer for the item concerned.

The Leader of the Council is required to publish a forward plan setting out matters which the Leader believes will be the subject of a **key decision** by the Cabinet or an individual Cabinet Member in the period covered by the Plan (the subsequent four months). Not all Key decisions can be listed with four months notice because in some cases the need for a decision is not known at the time of writing. The Council's Constitution states that a key decision is one that involves:

- (a) *Expenditure which is, or the making of savings which are, significant having regard to the expenditure of the City Council's budget, namely above £500,000 per annum; or*
- (b) *Is significant in terms of its effects on communities living or working in an area comprising two or more electoral divisions (wards).*

As a matter of good practice, the Council's Forward Plan may include other items in addition to key decisions that are to be considered by the Cabinet/Individual Cabinet Members. This additional information is provided to inform local residents of matters to be considered, with the exception of issues which are dealt with under the urgency provisions.

For each decision included on the Plan the following information is provided:

- the name of the individual or body that is to make the decision and the date of the meeting
- the title of the report and decision to be considered
- individuals/groups that will be consulted prior to the decision being taken
- a list of other appropriate documents
- the name and telephone number of the contact officer and to whom any representations should be sent for each item.

The Plan is updated and published every month on the Council's web-site two weeks before the start of the period to be covered.

Meetings of the Cabinet/Individual Cabinet Members are open to the public (with the exception of discussion regarding reports which contain exempt/confidential information). Copies of agenda and reports for meetings are available on the web site in advance of meetings. For further details on the time of meetings and general information about the Plan please contact Mark Wall, Head of Democratic Services at Kings House, Grand Avenue, Hove, BN3 2LS, or telephone 01273 291006 or send an e-mail to mark.wall@brighton-hove.gov.uk.

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Brighton & Hove City Council Forward Plan October to January

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ITEMS PREVIOUSLY LISTED IN THE FORWARD PLAN BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED					
CAB 5498		<p>All Wards; Hangleton Bottom - Land Use Options</p> <p>To seek agreement to the marketing approach and future use of the site.</p> <p>This item has been deferred to allow for further consultation and consideration of options and will be brought to a future meeting.</p>	<p>Cabinet Cabinet Member for Central Services</p> <p>Edition 5 Revised</p>		<p>Angela Dymott Tel: 29-1450</p>

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CYP 6441		<p>All Wards; Wilson Avenue/City College Brighton and Hove</p> <p>To consider the findings of the Wilson Avenue feasibility study and to receive an update on the wider City College Brighton and Hove redevelopment project.</p> <p>This item has been deferred to allow for further consultation and consideration of options by the Project Board and will be brought to a future meeting.</p>	<p>Cabinet Member for Children & Young People Cabinet Member for Children & Young People</p> <p>Edition 6 - Revised 2</p>	<p>The Wilson Avenue feasibility study has involved consultation of students, community groups and potential learners in East Brighton.</p>	<p>Max Woodford Tel: 29-3451</p>

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EEM 5518		<p>All Wards; Wilson Avenue/City College Brighton and Hove</p> <p>To consider the findings of the Wilson Avenue feasibility study and to receive an update on the wider City College Brighton and Hove redevelopment project.</p> <p>This item has been deferred to allow for further consultation and consideration of options by the Project Board and will be brought to a future meeting.</p>	<p>Cabinet Member for Enterprise, Employment & Major Projects</p> <p>Edition 5 Revised</p>	<p>The Wilson Avenue feasibility study has involved consultation of students, community groups and potential learners in East Brighton.</p>	<p>Max Woodford Tel: 29-3451</p>

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EEM 5520		<p>All Wards; London Road Regeneration</p> <p>An update on the proposals being developed by St. James' Investments for a scheme to regenerate London Road to the south and west of Preston Circus.</p> <p>The matter has been deferred to enable future consideration of the options in line with the publication of the supplementary planning document for the London Road area.</p>	<p>Cabinet Member for Enterprise, Employment & Major Projects</p> <p>Edition 5 Revised</p>	<p>Initial public and stakeholder consultation held 23-26 April 2008, consultation with tenants at New England House held 9 & 11 July 2008, Second public and stakeholder consultation held 16-19 July 2008.</p>	<p>Sean Hambrook Tel: 29-0362</p>

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CAB 10416		<p>All Wards; Third Sector Recession Action Plan</p> <p>To approve draft Recession Action Plan for the Third Sector in Brighton & Hove. In summary, the plan contains a package of measures to support voluntary and community groups in the city at a time when their income is falling and demand on their services is increasing. The expected outcome is a more resilient third sector, better prepared to survive the economic downturn and to rise to new opportunities when they arise</p> <p>Note: Item deferred to a later date at the request of the Director.</p>	<p>Cabinet Cabinet Member for Community Affairs, Inclusion & Internal Relations</p> <p>Edition 13</p>	<p>A draft of the Action Plan has been shared with several officers across the council and discussed with several third sector representatives, including a consultation workshop on April 30th. The draft has been discussed with the council's Equalities & Inclusion Team with a view to ensuring that equalities issues are dealt with in the Plan. Further consultation will be held across the council, third sector and Local Strategic Partnership (LSP) members during the summer to enable the Plan to be developed further.</p>	<p>John Routledge Tel: 29-1112</p>

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CAB 10298		<p>South Portslade; Shoreham Harbour Area Action Plan: Joint Area Action Plan Preferred Option</p> <p>To approve the draft area action plan for consultation.</p> <p>Note: This item was originally called 'Shoreham Harbour Draft Joint Area Action Plan (JAAP)- Approval for Issues and Options Consultation'</p> <p>The reason for the title change is that the issues and options consultation planned for June 2009 was cancelled due to delays to background studies being completed. The public consultation will now be centred on the preferred option and undertaken in October/November 2009.</p> <p>Note: This item has been deferred at the request of the Director due to the withdrawal of funding by SEEDA & the Homes & Communities Agency.</p>	<p>Cabinet Cabinet Member for Environment</p> <p>Edition 13</p>	<p>Consultation with Adur District Council and West Sussex County Council and public consultation exercise with residents and local businesses.</p>	<p>Lisa Marshall Tel: 292612</p>

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CAB 10537		<p>All Wards; ICT Strategy 2009-2012</p> <p>To seek agreement on the direction of ICT for the Council.</p> <p>The item has been deferred at the request of the Director.</p>	<p>Cabinet Cabinet Member for Central Services</p> <p>Edition 13</p>	None as yet.	Paul Featherstone Tel: 290433

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DECISIONS ANTICIPATED IN OCTOBER 2009					
CAB 8684	15/10/09	<p>All Wards; Circus Street Development Site</p> <p>To consider a revised deal to achieve a financially viable redevelopment of the Circus Street site in light of prevailing market conditions.</p> <p>Note: It is likely that there will be a public Part 1 report and a restricted Part 2 report for this item listed on the agenda for the meeting.</p> <p>This item has been deferred at the request of the Director from 9th July Cabinet to 17th September Cabinet.</p> <p>Note: This item has been deferred to the October Cabinet at the request of the Director.</p>	<p>Cabinet Cabinet Member for Enterprise, Employment & Major Projects</p> <p>Edition 10</p>	<p>Internal officer consultation only for this particular decision. The progression and evolution of the final scheme will involve further detailed public consultation.</p>	<p>Max Woodford Tel: 29-3451</p>

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CAB 10300	15/10/09	All Wards; Consideration of Draft Waste and Minerals Core Strategy for consultation To seek approval to go out to consultation with the Preferred Strategy.	Cabinet Cabinet Member for Environment Edition 16 (Sept-Dec 09)	An early consultation phase was undertaken in March 2008. Stakeholder consultation has been ongoing since that date. Internal legal and finance consultation will be undertaken for this report.	Lyndsey Beveridge Tel: 29-2108
CAB 11322	15/10/09	All Wards; Occupational Health Procurement To seek agreement to commence the procurement process for a five year contract to provide Brighton & Hove City Council with occupational health services	Cabinet Cabinet Member for Central Services	Preliminary consultation with GMB and Unison. Consultation Panel to be appointed to review different options prior to the tendering process.	Sarah Day Tel: 29-1647
ASC 2164	19/10/09	All Wards; Sussex Partnership Trust (SPT) Contract As SPT move into foundation trust status, the nature of our arrangements through section 75 agreement need to be considered.	Cabinet Member for Adult Social Care & Health Cabinet Member for Adult Social Care & Health Edition 1	Joint with Primary Care Trust. Consultation regarding the Foundation Trust underway including Health Overview and Scrutiny committee, by Sussex Partnership Trust.	Denise D'Souza Tel: 29-5032

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		<p>This will now be deferred to the Adult Social Care & Health Cabinet Member Meeting in December 2008 (originally set for 02 July CMM).</p> <p>Deferred as main contract for SPT delayed. Possible completion March 2009.</p> <p>This item was deferred on 25th February at the request of the Director and will now be deferred until later in the year. The reason for the delay is that agreements between The Primary Care Trust, The Sussex Partnership Foundation Trust and the Local Authority on how the Section 75 arrangements are to be reflected within the new foundation trust contract have yet to be agreed.</p>			

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DECISIONS ANTICIPATED IN NOVEMBER 2009					
HSG 2159	11/11/09	<p>All Wards; Sussex Partnership Trust (SPT) Contract</p> <p>As SPT move into foundation trust status, the nature of our arrangements through section 75 agreement need to be considered.</p> <p>This was deferred to the November Housing Cabinet Member Meeting (originally set for 02 July CMM).</p> <p>Deferred as main contract for SPT delayed. Possible completion March 2009.</p> <p>This item was deferred on 25th February at the request of the Director and will now be deferred until later in the year. The reason for the delay is that agreements between The Primary Care Trust, The Sussex Partnership Foundation Trust and the Local Authority on how the Section 75 arrangements are to be reflected within</p>	<p>Cabinet Member for Housing Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Joint with Primary Care Trust. Consultation regarding Foundation Trust underway, including Health Overview and Scrutiny Committee, by Sussex Partnership Trust.</p>	<p>Denise D'Souza Tel: 29-5032</p>

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		the new foundation trust contract have yet to be agreed.			
HSG 11674	11/11/09	<p>All Wards; Housing Strategy 2009-2014: Healthy Homes, Healthy Lives, Healthy city</p> <p>Approval is sought for the citywide Housing Strategy and also the linked Older People's Housing Strategy and LGBT People's Housing Strategy. Approval is also being sought from the Local Strategic Partnership</p> <p>Note: Title correction – Original title read 'Housing Strategy 2009-2013: Healthy Homes, Healthy Lives, Healthy city'. This should have read 2009-2014</p>	<p>Cabinet Member for Housing Cabinet Member for Housing</p> <p>Edition 16 (Sept-Dec 09)</p>	<p>These strategies have been developed over the last 2 years with extensive stakeholder and public consultation. Stakeholder working groups have championed the Older People's and LGBT People's strategies.</p>	<p>Andy Staniford Tel: 29-3159</p>

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CAB 11460	12/11/09	<p>All Wards; Housing Strategy 2009-2014: Healthy Homes, Healthy Lives, Healthy city</p> <p>Approval is sought for the citywide Housing Strategy and also the linked Older People's Housing Strategy and LGBT People's Housing Strategy. Approval is also being sought from the Local Strategic Partnership</p> <p>Note: This item is being brought forward to the 12.11.09 Cabinet from the 03.12.09 Cabinet at the request of the Director as the December Cabinet is being moved at the request of the Leader.</p> <p>Note: Title correction – Original title read 'Housing Strategy 2009-2013: Healthy Homes, Healthy Lives, Healthy city'. This should have read 2009-2014</p>	<p>Cabinet Cabinet Member for Housing</p> <p>Edition 16 (Sept-Dec 09)</p>	<p>These strategies have been developed over the last 2 years with extensive stakeholder and public consultation. Stakeholder working groups have championed the Older People's and LGBT People's strategies.</p>	<p>Andy Staniford Tel: 29-3159</p>

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CAB 11487	12/11/09	All Wards; Targeted Budget Management (TBM) 2009/10 Month 6 To update members on the Capital and Revenue financial performance of the Authority's General Fund and Housing Revenue Accounts at Month 6	Cabinet Cabinet Member for Finance Edition 15	None.	Nigel Manvell Tel: 29-3104
CAB 11932	12/11/09	All Wards; Surveillance Policy – annual report on the Regulation of Investigatory Powers Act The purpose of the report is to bring before Cabinet the details of the annual review of activities that have been undertaken under the Regulation of Investigatory Powers Act.	Cabinet Cabinet Member for Environment Edition 16 (Sept-Dec 09)	Consultation will be carried out across all Directorates.	Jo Player Tel: 29-4086
CAB 3080	12/11/09	All Wards; Local Development Framework - Brighton & Hove Core Strategy: Submission Version To seek approval to publish the city council's Submission version of the	Cabinet Cabinet Member for Environment Edition 4	The Core Strategy has been subject to two rounds of formal public consultation in November 2006 and June 2008. Internal legal and finance	Liz Hobden Tel: 29-2504

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Brighton & Hove City Council Forward Plan October to January

Ref	Date decision to be taken	Key Decision (Including Brief Summary * Expected Outcome) (including ward/area)	Decision-making Body, Edition of Forward Plan when first appeared	Consultation Where Required (Details given: Who, How & Closing date)	Lead Officer (to whom representations should be made, and holder of documents)
		<p>Core Strategy (Reg 27).</p> <p>This item had been deferred from the 18th December Cabinet to the 15th January 2009 Cabinet meeting.</p> <p>Deferred to April 23rd meeting. 16 January: The item has been delayed until the September Cabinet meeting.</p> <p>Note: The title of this item has been changed from 'Local Development Framework – Core Strategy' which first appeared in Edition 4 of the Forward Plan, to 'Local Development Framework -Brighton & Hove Core Strategy: Submission Version' at the request of the Director.</p> <p>Note: Item deferred to November Cabinet Meeting at the request of the Director</p>		<p>consultation will be undertaken for this report.</p>	
JCB 11472	16/11/09	<p>All Wards; Sussex Partnership Trust (SPT) Contract</p> <p>As SPT move into foundation trust</p>	<p>Joint Commissioning Board Cabinet Member for Adult Social Care & Health</p>	<p>Joint with Primary Care Trust. Consultation regarding Foundation Trust underway, including Health Overview and Scrutiny</p>	<p>Denise D'Souza Tel: 29-5032</p>

For further detailed information regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer for the item concerned.

Brighton & Hove City Council Forward Plan October to January

Ref	Date decision to be taken	Key Decision (Including Brief Summary * Expected Outcome) (including ward/area)	Decision-making Body, Edition of Forward Plan when first appeared	Consultation Where Required (Details given: Who, How & Closing date)	Lead Officer (to whom representations should be made, and holder of documents)
		<p>status, the nature of our arrangements through section 75 agreement need to be considered.</p> <p>This was deferred to the November Housing Cabinet Member Meeting (originally set for 02 July CMM).</p> <p>Deferred as main contract for SPT delayed. Possible completion March 2009.</p> <p>This item was deferred on 25th February at the request of the Director and will now be deferred until later in the year. The reason for the delay is that agreements between The Primary Care Trust, The Sussex Partnership Foundation Trust and the Local Authority on how the Section 75 arrangements are to be reflected within the new foundation trust contract have yet to be agreed.</p>	Edition 15	Committee, by Sussex Partnership Trust.	

For further detailed information regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer for the item concerned.

Brighton & Hove City Council Forward Plan October to January

Ref	Date decision to be taken	Key Decision (Including Brief Summary * Expected Outcome) (including ward/area)	Decision-making Body, Edition of Forward Plan when first appeared	Consultation Where Required (Details given: Who, How & Closing date)	Lead Officer (to whom representations should be made, and holder of documents)
DECISIONS ANTICIPATED IN DECEMBER 2009					
CAB 11831	09/12/09	All Wards; Sustainable Community Strategy 2009 Refresh Cabinet approval required to take forward the draft of the updated document into a final, published version.	Cabinet Cabinet Member for Community Affairs, Inclusion & Internal Relations Edition 16 (Sept-Dec 09)	12 week consultation ends 5/10/09.	Simon Newall Tel: 29-1128
CAB 11774	09/12/09	All Wards; Three Year Strategic Grants 2010-13 Decision on full bid applications.	Cabinet Cabinet Member for Community Affairs, Inclusion & Internal Relations Edition 16 (Sept-Dec 09)	A process of consultation with service heads & specialist officers will be underpinned by input from the established cross-party Members Advisory Group (MAG) on Grants. This will identify grant applicants' fit with eligibility criteria, strategic impact, links & partnerships, as well as capacity to deliver. The consultation process will frame recommendations made in the associated	John Routledge Tel: 29-1112

For further detailed information regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer for the item concerned.

Brighton & Hove City Council Forward Plan October to January

Ref	Date decision to be taken	Key Decision (Including Brief Summary * Expected Outcome) (including ward/area)	Decision-making Body, Edition of Forward Plan when first appeared	Consultation Where Required (Details given: Who, How & Closing date)	Lead Officer (to whom representations should be made, and holder of documents)
				Cabinet report	
CAB 12431	09/12/09	<p>All Wards; Gambling Statement</p> <p>To seek approval for the Revised 3 year Gambling Statement Policy.</p>	Cabinet Cabinet Member for Environment	<p>Section 349 (3) statutory consultees including Chief Officer of Police, persons representing the gambling businesses in the area, persons likely to be affected by gambling, councillors, organisations including faith groups, voluntary and community organisations, organisations working with people who are problem gamblers, medical practices or PCTs and advocacy organisations such as Citizens Advice Bureau and trade unions.</p> <p>There is also the facility to respond to consultation via the council's website. Consultation ends 15 October 2009.</p>	Jean Cranford Tel: 29-2550

For further detailed information regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer for the item concerned.

Brighton & Hove City Council Forward Plan October to January

Ref	Date decision to be taken	Key Decision (Including Brief Summary * Expected Outcome) (including ward/area)	Decision-making Body, Edition of Forward Plan when first appeared	Consultation Where Required (Details given: Who, How & Closing date)	Lead Officer (to whom representations should be made, and holder of documents)
DECISIONS ANTICIPATED FOR JANUARY 2010					
REPORTS TO BE APPROVED BY OFFICERS UNDER DELEGATED POWERS					

For further detailed information regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer for the item concerned.

OVERVIEW AND SCRUTINY COMMISSION

Agenda Item 47

Brighton & Hove City Council

Subject:	Comparative Scrutiny Information		
Date of Meeting:	20 October 2009		
Report of:	Director of Strategy and Governance		
Contact Officer: Name:	Tom Hook	Tel:	29-1110
	E-mail:	Tom.hook@brighton-hove.gov.uk	
Key Decision:	No		
Wards Affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 This report sets out for discussion:
- Comparative information as to how a number of Local Authorities discharge their Overview & Scrutiny (O&S) function;
 - Some instances of good practice in O&S across England and Wales.

2. RECOMMENDATIONS:

- 2.1 That Overview and Scrutiny Commission notes the report.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 It was agreed as part of the six month review of the constitution that a good practice review of scrutiny practice within local authorities should be undertaken.
- 3.2 Appendix one sets out some preliminary findings of the review. This piece of work is ongoing. The purpose of this report is to share some early findings to stimulate discussion on the future of the scrutiny function.

4. CONSULTATION

- 4.1 Consultation is ongoing.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 There are no direct financial implications arising from the recommendations of the report

Finance Officer consulted: Anne Silley

Date: 9 October 2009

Legal Implications:

- 5.2 The council's overview and scrutiny function must operate in accordance with sections 21 and 21A to 21E of the Local Government Act 2000. Any proposed changes to overview and scrutiny arising from this good practice comparison should be checked for compliance with these statutory provisions before implementation.

Lawyer consulted: Oliver Dixon

Date: 7 October 2009

Equalities Implications:

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

Sustainability Implications:

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

Crime & Disorder Implications:

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

Risk & Opportunity Management Implications:

- 5.6 There are no direct risk or opportunity management implications arising from this report.

Corporate / Citywide Implications:

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

6. SUPPORTING DOCUMENTATION

Appendices:

1. Comparative information on the discharge of Local Authorities Overview & Scrutiny duties

Documents in Members' Rooms

None

Background Documents

None

- 1.1 This paper presents comparative information as to how a number of Local Authorities discharge their Overview & Scrutiny (O&S) function; it also highlights some instances of good practice in O&S across England and Wales.
- 1.2 The BHCC Scrutiny team questioned their counterparts in a number of other Local Authorities with regard to how their Scrutiny systems operate. The authorities were chosen either:
 - (a) because they have been recognised as exemplar organisations for O&S (i.e. by the Centre for Public Scrutiny: CfPS). Local Authorities approached included Birmingham, Cardiff, East Lindsey, Maidstone, Tameside and Tunbridge Wells.
 - (b) because they are useful comparators for Brighton & Hove (e.g. similar demographics or similar political situations). Local Authorities approached included Wolverhampton, Stockton and Plymouth.

or

 - (c) because they are near neighbours. Local Authorities approached were East Sussex and West Sussex.
- 1.3 It swiftly became apparent that few, if any, Local Authorities can be directly compared to Brighton & Hove in terms of their O&S function. Some of our respondents have atypically large O&S budgets (Birmingham, due to its sheer size; Cardiff due to its success in accessing Welsh Assembly funding); others operate in a climate where both a council's Executive and its Scrutiny function are dominated by one political group (East Hertfordshire, West Sussex etc). There are few, if any councils which are of a comparable size to Brighton & Hove, and which have a similar political make up; and, even if direct comparators could be found, they would almost certainly have been running a Cabinet system (and therefore a full Scrutiny system) for the past nine years, which would put them in a very different position from Brighton & Hove.
- 1.4 We asked each of our respondents 10 questions, initially by email, although we followed up in several instances with phone calls. Responses to these questions were varied, although they tended to divide on relatively predictable lines according to each council's budget for O&S, its political make-up etc. There would therefore be little value in reproducing every response to these questions. Instead we have summarised the general responses to each question, and have concentrated on the answers which we felt to be of the greatest interest, either because our respondents identified them as representing good

practice, because some other body (e.g. CfPS) so identified them, or because they differed significantly from general practice.

2. QUESTIONS AND RESPONSES

2.1 How many Overview and Scrutiny Committees do you have and what is the general remit of each? How often does each committee meet?

- There was a good deal of variation here, although much of this was fairly predictable, with very large authorities running the most committees, and small authorities the least.
- Birmingham City Council has 12 standing scrutiny committees, one for each portfolio holder on the council's executive, with additional committees looking at health and co-ordinating the work of O&S. (However, Birmingham has 120 Councillors and a very large budget to play with.)
- East Lindsey District Council (Lincolnshire) has a single Overview committee which selects topics for scrutiny, and two Scrutiny committees which undertake reviews. Harrow DC has only two committees: a general scrutiny committee and one dedicated to examining performance and finance.
- The majority of authorities we spoke to operate several O&S committees mirroring a council's directorates, its cabinet posts (although with some doubling-up involved), or which are based around major themes (health and well-being etc).
- Most councils hold scrutiny meetings on a two to three month cycle (i.e. 4-6 a year). Some councils, particularly those with the greatest resources, hold much more frequent meetings (monthly, in the case of Birmingham and Cardiff).

2.2 Is there a co-ordinating committee and if so, what is its role? Does it coordinate work plans for other committees or are committees responsible for their own work plans?

- There was considerable variance here, with some councils having a co-ordinating committee, either formally or via custom and practice. Other councils do not have any committee fulfilling this role. Councils which do not have a co-ordinating committee generally arrange regular informal meetings between the O&S committee Chairs to plan work etc.

- In Stockton, an Executive Scrutiny Committee co-ordinates the work of O&S as well as scrutinising corporate performance and handling Call-Ins.
- In Cardiff ,there is no co-ordinating committee, but there are informal 'Chairs' Liaison' meetings held (in private) every two months or so.
- In Maidstone, each committee is responsible for its own work programme, but a co-ordinating committee made up of Chairs and Deputy Chairs meets twice a year to oversee the work planning process.
- In Birmingham, the Co-ordinating Committee oversees the portfolios of the council's Leader and Deputy Leader, approves the annual programme of scrutiny reviews across O&S, determines where new responsibilities should be scrutinised (i.e. scrutiny of partnerships, Councillor Call for Action), and seeks to encourage thematic links across the entirety of O&S. However, each individual O&S committee determines the details of its own work programme.

2.3 Do you have a formal link between Overview and Scrutiny and the Executive- are there any meetings between Scrutiny Chairs and cabinet members, for example? How are the directorates involved; are there formal directorate meetings?

- In general, few of our respondents reported having formal systems in place to facilitate dialogue between O&S members and Cabinet members. However, most councils seem to encourage informal liaison between Scrutiny and Executive members, and some authorities make a point of ensuring that Scrutiny engages with the Executive before embarking on major pieces of work (i.e. Scrutiny reviews/panels).
- In Wolverhampton O&S does not have formal links with the Cabinet, but often seeks to brief Cabinet Members on the outcome of scrutiny reviews before reviews are published. (This sometimes helps get scrutiny recommendations accepted, but doesn't always work out.)
- Before and after each scrutiny review, Stockton arranges a meeting between the Scrutiny Chairman, the Deputy Chairman, the relevant Cabinet Member, the relevant Director and Link Officer. These meetings are intended to help scope panel work and to ensure that there are no surprises for the executive in terms of panel recommendations.
- In Cardiff, O&S has no formal links with the Executive, but O&S Chairs are regularly invited to attend Cabinet Member Chairs' meetings.

- Birmingham has no formal O&S/Executive link, but informal meetings are often arranged between CMs and Scrutiny Chairs.
- Maidstone has no O&S/Executive link at a member level, but the Head of Scrutiny has a standing invite to all DMT meetings so that he can advise O&S members on emerging issues.
- Harrow has quarterly meetings involving the council's Leader, Deputy Leader, the Chairman of Scrutiny and the Chief Executive.
- Tameside has an Overview (Audit) Panel where Scrutiny Chairs sit alongside Cabinet members.

2.4 Could you say what the political make up of your council and how does Overview and Scrutiny reflect this? How much are the different political groups involved?

- There was, predictably a wide range of responses here, and various ways of reflecting the political balance of a council via its O&S function.
- In Wolverhampton all Scrutiny Chairs come from the governing group (or its informal coalition partner), but all Deputies are from the main opposition group and panel Chairs are usually also from this group.
- In Birmingham all O&S Chairs and Deputies come from the governing coalition.
- In Maidstone each O&S committee elects its own Chair and Deputy.

2.5 How do you get Members involved in Scrutiny? How do you get their interest and keep it?

- Almost all our respondents identified this as being one of the major challenges they had faced since adopting a scrutiny system. Whilst no council seemed confident that they had totally managed to convince all their members of the value of scrutiny, we did receive some useful suggestions on how members can best be involved.
- Stockton recommended that O&S committee work programmes should be 'owned' by committee members, that topics of broad public interest should be identified, and that members should be encouraged to visit other councils and to make 'site visits' to service providers etc. wherever possible.

- Birmingham note that member enthusiasm for O&S is essentially determined by the political groups rather than by council officers: if all the political groups buy in to scrutiny, members are likely to be enthusiastic and engaged.
- Maidstone suggested that members should be heavily involved in work planning. Maidstone holds an annual workshop involving all scrutiny members and senior officers from the council's directorates at which subjects for scrutiny review are identified.
- Cardiff stressed the value of encouraging O&S members to visit other authorities, expert witnesses etc, both in terms of engaging with members and in terms of producing high quality O&S work. It was pointed out that many eminent people who were happy to meet a delegation from Cardiff council may not have been quite so willing to travel to Cardiff to do so.
- Tameside produces very short, focused O&S committee agendas with a maximum of 5 items (including minutes, procedural business etc.) This brevity allows members to prepare fully for one or two topics rather than expecting them to be well informed about a very wide range of issues. To further support members, Tameside circulate confidential briefing notes in advance of meetings, and hold pre-meetings for committee members directly before the public meetings begin.

2.6 How many officers do you have to support the scrutiny function and how is this arranged? Do other teams, e.g. Democratic Services/ service teams assist?

- Unsurprisingly, large authorities tend to have large O&S teams and small authorities fewer O&S staff. It also seems to be the case that O&S is most likely to be a discrete service in larger authorities – it is obviously easier in practical terms to run a large team as a relatively separate entity than a small one. Most O&S services seem to receive a good deal of admin support from their colleagues in Democratic Services.
- Wolverhampton has 5 Scrutiny officers and a Head of Scrutiny. All administrative support is provided by Democratic Services. Wolverhampton O&S sits within the council's policy team.
- Stockton has 4 Scrutiny officers, including a team leader. All administrative support is provided by Democratic Services.
- Cardiff has a Head of Scrutiny, 7 Scrutiny officers and 4 Scrutiny researchers. The O&S team was, until recently, discrete from any other council services, and was responsible for its own admin. It has now

been amalgamated with Democratic Services (and downsized – the above figures represent the new, slimmed-down, O&S team), as part of a council-wide service redesign, and DS is doing some of its admin. Formerly Cardiff used to regularly second officers from other departments into its O&S team. The intention here was for Scrutiny to gain knowledge of other directorates, and for returning secondees to champion O&S once they returned to their substantive posts. However, a number of these secondees opted to pursue O&S posts in other authorities rather than returning to their original jobs, and this initiative has now been abandoned.

- Birmingham has a Director of Scrutiny (with his own office staff), 19 Scrutiny officers and a Media Manager. Democratic Services clerk all O&S committee meetings.
- Maidstone has 2.5 FTE Scrutiny posts and is responsible for its own admin.
- Harrow has a service manager and 3 Scrutiny officers. All administrative support is provided by Democratic Services.
- Tameside has a six person O&S team, working out of the council's Performance directorate. The team does all its own admin.

2.7 How do you involve the public and stakeholders/ other partners? Do you have much public involvement?

- In general, our respondents agreed that it was difficult, if not impossible to interest members of the public in O&S unless the topic chosen was one of pressing public concern.
- Harrow has established a 'Pool of Advisers': members of the public who are willing to sit as co-optees on various Scrutiny reviews (all Harrow Scrutiny panels feature community co-optees). Harrow had previously involved members of the community in its O&S work, but the people involved had tended to be the 'same faces' (members of representative bodies, former Councillors etc.) It was thought that this approach risked excluding parts of the community and the council therefore advertised for a pool of volunteers in the local media. Around 20 people have agreed to be part of the Pool.
- Birmingham concentrate on getting members of the public involved in Scrutiny panels rather than in day-to-day committee work (as they feel the latter is never going to engage significant numbers of people).

2.8 Do the committees have a role in performance monitoring, and if so, how is this managed?

- Our respondents were fairly equally split in terms of performance monitoring, with some councils routing most performance data via a dedicated O&S committee, and others delegating performance monitoring to the individual O&S committees. There was a general feeling that 'raw' performance information was of relatively little use to O&S.
- Tameside try not to swamp members with performance information, as they do not believe that it generally leads to good Scrutiny. However O&S does review LAA indicators on a quarterly basis, and there has been in-depth work on particular Performance Indicators (PIs).
- In Cardiff, O&S works closely with the Performance team to ensure that performance data is meaningful to O&S members. Cardiff is currently exploring the idea of O&S performing a quasi-regulatory role in some instances – i.e. that an O&S oversight of particular services might provide enough assurance to an external regulator for the regulatory regime to be somewhat relaxed, directly benefiting the services concerned.

2.9 Do the committees have a role in policy development and if so, how is this managed? How are any ideas taken forward, how well are they received by the Executive?

- In general most policy development work seems to channelled through scrutiny reviews with scrutiny committees undertaking little forward looking policy development .
- In Birmingham, major O&S recommendations are debated at Full Council rather than at Cabinet. If Council accepts an O&S recommendation, it will then ask the Executive to implement it.
- A number of Council's secure policy development roles for scrutiny through a more strategic approach to establishing scrutiny panels than currently undertaken in Brighton and Hove. This is typically achieved through an annual trawl of issues from all Members, partner organisations and local residents. All sensible suggestions are then scoped and a priority list of topics for detailed scrutiny review developed.

2.10 Do you hold any single issue/ task and finish panels-if so, how are these arranged and coordinated? What types of topics are covered?

- All the councils we spoke with ran some form of 'task and finish' panels, and there seems to be general agreement that these are the most effective way for Scrutiny to effect change, as well as the format which most engages public attention. Several councils plan their panel work well in advance (i.e. annually). There are obvious advantages here in terms of co-ordinating (and 'theming') work across O&S, and in terms of managing budgets, member commitments etc. However, joint O&S decision making clearly impacts upon the autonomy of individual committees.
- Harrow has a wide range of panels, ranging from single meeting 'challenges' to standing reviews. Topics for review are agreed annually.
- Cardiff runs a number of task and finish panels, and seeks to do work jointly with other Welsh local authorities (there seems to be Welsh Assembly funding specifically targeted at this kind of partnership working).

ASCHOSC Draft Work Programme – June 2009- Jan 2010

Issue	Date	Referred by	O&S Activity	Progress	Outcomes
Valuing People	May 2009		Whole Committee to be focussed on the Valuing People Learning Disability agenda		
Short Term Care/ Commissioning	June 2009		Member training session		
Adaptations	June 2009		Update report along with the original November 08 paper.		
Extra care Housing & Choice Based Lettings	June 2009		Report		
Carer's Strategy	June 2009		Update report		
Councillor Maria Caulfield	June 2009		Presentation		

Agenda Item 48A

Issues	Date	Referred by	O&S Activity	Progress	Outcomes
New Performance Assessment Framework	September 2009		Member training session		
Performance reports from ASC and Housing	September 2009		Six-monthly update		
Financial Inclusion Policy	September 2009		Discussion paper on new policy (**updated following discussion with Nick Hibberd, report has been delayed)		
Reablement progress	September 2009		Update on how scheme has been introduced		
Learning Development Partnership Board Action Plan	September 2009		Added in following May 2009 meeting-ASCHSOC to feed comments in to Action Plan		
Resource Allocation System	October 2009		Member Training Session		

Agenda Item 48A

Approach to Wellbeing for Older people	October 2009		Report		
Housing rents & Equity	October 2009		Report - to look at rent increases; some Anchor Housing Association rents have risen by £30 per week. Maybe think about inviting partners, and Housing Associations along? Should the committee also look at private sector rents?)		
Annual Safeguarding Report	October 2009		Report for information – added in at Brigit Day’s suggestion, agreed by Anne Meadows 15-6-09		
Decent Homes	October 2009		Added on as red LAA indicator (as agreed in OSC) – email sent to Richard Miles 5 8 09		
<i>To be decided</i>	January 2010		Member Training Session		

Agenda Item 48A

Resource Allocation System	January 2010		Report - B&H Federation for Disabled People to be invited, as they are the brokers for the system.		
Future Funding of Adult Social Care	January 2010		Report		

Outline Culture, Tourism And Enterprise Overview And Scrutiny Committee Work Plan 2008 - 2009

Issue	Date	Referral from?	Overview & Scrutiny Activity	Progress And Date	Outcome And Monitoring /Dates
Ad-hoc panel - Environmental Industries Inquiry	Scrutiny panel report to 7 October 09		Scrutiny panel held 4 public sessions in May – June 2009	Report agreed on 7 Oct 2009. Forwarded to the Executive for response	Recommendation is for a report back on recommendations in 12 months
Directorate Performance data	Regular agenda item Annual data to 7 October 2009 Update on 23 November 2009				
Sustainable events	Verbal Update on work in this area to 5 February 2009. Draft guidelines to April 2009.		Commented on draft guidelines	Report with CTEOSC comments went to CMM on 5 May and was agreed.	An update at a later date was requested at the April meeting.

Outline Culture, Tourism And Enterprise Overview And Scrutiny Committee Work Plan 2008 - 2009

Issue	Date	Referral from?	Overview & Scrutiny Activity	Progress And Date	Outcome And Monitoring /Dates
Major projects update (formerly Delivering Major Projects in the Current Economic Climate) <i>Part 2</i>	5 February 2009 update 2 July 2009 update 7 Oct update 4 February 2010				Regular updates to CTEOSC.
Business Retention and Inward Investment (BRII)	2 April 2009 Regular updates have been requested – Feb 2010.		Scrutiny workshop 15 January 2009		
Creative Industries Workspace study.	25 September 2008		CTEOSC commended the plan and asked to receive regular reports on the implementation of the recommendations	Aim to report back to a future meeting	
London Road draft SPG.	Update on 2 July 2009		Joint workshop with ECSOSC	Agreed by CMM on 7 May - out	

Outline Culture, Tourism And Enterprise Overview And Scrutiny Committee Work Plan 2008 - 2009

			Clrs 28 April 2009.	for consultation	
Refresh of the Museum's Forward Plan	5 February 2009 verbal update. 2 July 2009 final report to CTEOSC.		Scrutiny workshop 27 January 2009	Report with CTEOSC comments agreed by CMM on 9 June and Cabinet on 12 June 2009.	
Refresh of the Cultural Strategy for the city	2 July 2009. Update report requested in 12 months.		Scrutiny workshop 26 March 2009	Draft with CTEOSC input to CMM in June 2009.	
Shoreham Harbour Joint Area Action Plan	Report for noting to 2 April 2009		CTEOSC members to be invited to a ECSOSC meeting in the future.		

Outline Culture, Tourism And Enterprise Overview And Scrutiny Committee Work Plan 2008 - 2009

Issue	Date	Referral from?	Overview & Scrutiny Activity	Progress And Date	Outcome And Monitoring /Dates
Sports facilities in the city – report of the audit of facilities.	13 November 2008 Update on Sports Development to 7 October 2009 The audit one year on – Feb 2010.		Wrote to the Cabinet Member to draw it to his attention.		
2012 Olympics	13 November 2008 Update to 7 October 2009				
Future Management of the Council's golf courses	Report to 2 July 2009 Part 2 meeting on 9 September 2009.		Verbal feedback to CM after 2 July meeting. Broad support given after 9 September.		
Foredown Tower – new proposals.	Special CTEOSC		Special meeting scrutinised the	CTEOSC's amended and	Regular verbal updates to

Outline Culture, Tourism And Enterprise Overview And Scrutiny Committee Work Plan 2008 - 2009

	meeting held on 10 September 2008. Verbal update 2 July 2009. Update to 23 November 2009		plans, supported the recommendations with two amendments and made an additional recommendation.	additional recommendations were agreed at the Cabinet Member Meeting on 16/09/08.	CTEOSC and written report for 05/02/09 CTEOSC.
Potential effects of the recession	Report to 2 July 2009				
Royal Pavilion and Gardens Strategy	Workshop held on 16 Sept. Will be verbal report to CTEOSC				
Carousel (Oska Bright) presentation	7 October 2009				
Presentation by Fred Hasson Executive Director of Redbedlam re: digital gaming	23 November 2009				
Pride – the Business Case	23 November 2009				

Outline Culture, Tourism And Enterprise Overview And Scrutiny Committee Work Plan 2008 - 2009

Visitor Information Contact Centre – options	23 November 2009				
Presentation from the East Sussex Credit Union	4 February 2010				
Open Houses	4 February 2010				
South Downs Park – update	4 February 2010				
<i>Forthcoming reports</i>					
Monitoring and funding of sports development – update/overview	4 February 2010 (tbc)				
Public Art and planning	1 April 2010 (tbc)				
Music Venues in the city	1 April 2010 (tbc)				

Outline Culture, Tourism And Enterprise Overview And Scrutiny Committee Work Plan 2008 - 2009

Presentation by the B&H Archaeological Society and report on what artefacts the city has?	1 July 2010 (tbc)				
The city's approach to tourism	1 July 2010 (tbc)				
Update on Museums' plan and renaissance funding (agreed at 2 July meeting)	1 July 2010 (tbc)				

Agenda Item 48C

Children and Young People's Overview and Scrutiny (CYPOSC) Work Programme 2009-2010

Issue	Date	Reason for agenda item	Outcome and Monitoring/Dates
Update on the Falmer Academy	17 June	Opportunity to receive an update and identify whether future issues need to come to CYPOSC	To come back to CYPOSC 18 November 2009
Sure Start Children's Centre's Self Evaluation City Wide Summary	17 June	Information on early years equalities	Noted and further information requested on breastfeeding and IT issues
Ad-hoc Panel report- reducing alcohol related harm to children & young people	17 June	Feedback to CYPOSC and the Committee to endorse the report	Report endorsed to go to CYPT Board, Cabinet, Council & Licensing Committee
Consultation on the CYPP proposed workshop	17 June	The Committee to submit its comments to the Plan (1 of the 10 budget and policy framework items)	Workshop to be arranged
Draft Work Programme	17 June	To be agreed by the Committee	Work Programme agreed
4 th Quarter PIR	16 September	Standing item- CYPOSC to review underperforming items	
Ofsted Inspection reports	16 September	Standing item – Portslade CC to be reviewed	
Safeguarding	16 September	Updating CYPOSC on the national and local changes	
Corporate Parenting	16 September	Information requested on Councillors responsibilities	
Universal Free School Meals	16 September	Report requested – 17/6/09, from Cllr. question	
St. Mary's School Closure	16 September	Report requested – 17/6/09, from Cllr. question	
Work Programme	16 September	The Committee to review the updated work programme	

Children and Young People’s Overview and Scrutiny (CYPOSC) Work Programme 2009-2010

Issue	Date	Reason for agenda item	Outcome and Monitoring/Dates
Teenage pregnancy including teenage conception action plans	18 November	Directorate (1 of 10 PCT priorities)	
Childhood Obesity	18 November	Directorate (1 of 10 PCT priorities)	
Building schools for the future	18 November	Directorate	
Update on the Falmer Academy	18 November	Committee asked for this item to return to CYPOSC (17/6/2009)	
Children and Young People’s Plan (CYPP)	18 November	For information (it is one of the Council’s Policy Strategy Framework documents)	
Changes & improvements of the Child Development & Disability service	20 January	Committee asked for this item to return to CYPOSC (25/3/2009)	
1 st and 2 nd Quarter PIR	20 January	Standing item- to review underperforming areas	
School Examination and Test Results report	20 January	Standing item- to review underperforming areas	
Equalities- charter on the Rights of the Child	20 January	CYPOSC agreed (25/3/2009)	
Child Poverty	20 January	CYPOSC agreed (25/3/2009)	
Ofsted Inspection reports	24 March	Standing item- to review underperforming schools	
Update on Traveller Education Service (TES) in B&H with reference to the Achievement Programme Model	24 March	Committee asked for this item to return to CYPOSC (25/1/2009)	

Environment and Community Safety Overview and Scrutiny Committee
Draft Work Plan 2009 – 2010

Issue	Overview & Scrutiny Activity	Outcome & Monitoring/Dates
22 June 2009		
Grass mowings; question from conservation groups	Consider question and officer briefing	Referred to 23 July Cabinet Member Meeting and then on to senior officers
Night time economy	Overview with representatives of Sussex Police, taxi and licensed trades.	Officers and Partners thanked for work in achieving Beacon Status
Draft waste management strategy	Pre-decision policy development	Comments including dealing with food waste to be forwarded for inclusion as the Committee's response to the Waste Management Strategy and Consultation Plan
SPD London Road Joint ECSOSC/CTEOSC Scrutiny Workshop	Noting comments from the workshop that were taken forward to 7 May 2009 Cabinet Member meeting	Outcomes of public consultation to be reported back to ECSOSC
Crime and Disorder Committees	Noting ECSOSC responsibilities as a Crime and Disorder Committee	Officer-led review of implementation of CDRP scrutiny; and CSF to be asked to do the same

Issue	Overview & Scrutiny Activity	Outcome & Monitoring/Dates
ECSOSC Work Plan	For discussion and monitoring	Maintain under review
14 September 2009		
Older People and Community Safety – report of the scrutiny panel	Receiving report of findings and recommendations for endorsement. Presented by Panel Chair Councillor Mo Marsh	Scrutiny Panel Report endorsed by Committee for consideration by the Executive. Monitoring outcomes added to ECSOSC work programme Additional publicity recommended.
Performance reporting; Full Summary for 2008/2009. + questioning off-target areas	Noting last year's performance and questioning re NI 30 – Prolific and Priority Offenders	That officers consider the format of the performance reports; for example those presented to Community Safety Forum.
Refuse & Recycling Collection and Communal Bins Complaints	Opportunity to question progress	Progress in reduced number of complaints noted.
Scoping report on potential issues for in-depth scrutiny: cycling, road safety, local transport plan	Committee to agree matter for scrutiny review.	Scrutiny panel on road safety to be established
ECSOSC Draft Work Plan	For discussion and monitoring	Downland Management report on agenda Environment CMM 24 Sept. Additional items; bus fares for young people and policing the use of drugs

Issue	Overview & Scrutiny Activity	Outcome & Monitoring/Dates
6 October 2009 1pm		
<p>Call-in meeting: Pedestrian Network decision of 17 September Cabinet</p> <p>Downland Management decision of 24 September Environment CMM</p>	Determine whether or not to refer the decisions back	<p>Pedestrian Network Cabinet decision not referred back subject to further informal consultation with residents.</p> <p>Downland Management decision sent back to CMM for reconsideration.</p>
9 November 2009		
Report from Community Safety Forum (CSF)	Update	
Draft Waste and Minerals Core Strategy for Consultation following report to 15 October Cabinet		
Roadworks following letter from Councillor Steedman		
Young people and concessionary bus fares – possible		

Issue	Overview & Scrutiny Activity	Outcome & Monitoring/Dates
18 December 2009 (2pm)		
Budget Seminar	Opportunity to make recommendations on budget proposals for OSC 26 January to take forward to 11 February Cabinet	
8 February 2010		
Joint working with Executive	Discussion with Cabinet Member Councillor Geoffrey Theobald	
Performance reporting – third quarter		
Operation Reduction - policing the use of drugs Opportunity to question policy		
19 April 2010		
Report from CSF		
East Sussex and Brighton & Hove Waste and Minerals Core Strategy		

Agenda Item 48E

HOSC Work Programme 2009/2010

Issue	Date to be considered	Referred By?	Overview & Scrutiny Activity	Progress and Date	Outcomes and Monitoring
Sussex Partnership Trust: changes to B&H services (inc. reconfiguration of Mill View hospital)	20 May 2009	SPFT	Monitor progress of changes/determine whether planned changes constitute "significant variations in service"	Debated at 20.05.09 HOSC	SPFT will return with plans for city acute dementia beds at a later date
Re-provision of healthcare services in community settings	20 May 2009	HOSC members	Overview	Scheduled for 20.05.09; deferred until 08.07.09	
South Downs Health NHS Trust – integration with West Sussex community services	20 May 2009	SDH	Overview (possibility of more HOSC involvement throughout the year)	Debated at 20.05.09 HOSC	SDH will report back as integration progresses
Dual Diagnosis ad hoc panel report	20 May 2009		Report of OSC ad hoc panel (for information only)	Debated at 20.05.09 HOSC	None.

Issue	Date to be considered	Referred By?	Overview & Scrutiny Activity	Progress and Date	Outcomes and Monitoring
Breast cancer Screening	08 July 2009	HOSC members	Qs from Cllrs to PCT and acute trust		
Working Age Mental Health (WAMH) Commissioning Strategy	08 July 2009	NHS BH	HOSC asked to approve partner plans to re-vamp WAMH commissioning strategy		NHS BH will bring its revised WAMH commissioning strategy to the HOSC at a later date
Ad Hoc Panel on GP-led health Centre	08 July 2009	HOSC members	Ad hoc panel report for HOSC approval		Monitoring report in 2010?
Providers in the LHE	08 July 2009	HOSC members	Report for information on range of healthcare providers in local health economy		
Care Quality Commission	08 July 2009	NHS BH	Briefing on new NHS quality audit regime		
Local Involvement Network (LINK) update	02 Dec 2009		Update on progress of BH LINK	22 April 2009	6 monthly update for information
SOTC	?	HOSC members	Update on performance of Sussex Orthopaedic Treatment Centre update	05 Nov 2008	
Dentistry	?	HOSC members	Update on performance of city dental contract	March 2009	

Issue	Date to be considered	Referred By?	Overview & Scrutiny Activity	Progress and Date	Outcomes and Monitoring
'3T' development of RSCH	?	BSUH	HOSC to monitor development of 3T programme	22 April 2009	
Immunisation (esp. MMR)	?	HOSC members	Consider immunisation, esp. in light of citywide uptake of MMR jab		
Public Health	?	HOSC members	Possible ad hoc panel on aspect of public health agenda		
Swine flu	Sep 30 2009	Dr Tom Scanlon	Update on swine flu pandemic by Director of Public Health		
Fit For the Future	?	NHS BH	Resumption of the JHOSC on Fit For the Future (possible reports back to HOSC on activity of JHOSC/referrals from JHOSC to individual regional HOSCs once JHOSC is wound up	post Oct 2009	

Overview and Scrutiny Commission Work Plan 2009 - 2010

Issue	Overview & Scrutiny Activity	Outcome & Monitoring/Dates
2nd June 2009		
Sustainable Communities Act	Information on the legislation and its relevance to O&S. Ad hoc panels may generate suggestions for future submissions.	Officers to generate a bank of ideas, as result of OSC work, which could be submitted under future rounds of the Act.
BME/Disabilities	Report requested by Cllr Elgood on BME workforce statistics.	Further report to be provided to OSC
Recession Information	Item on the Council response to the recession and its impact upon the City. Will be possible for OSC to contribute to the future development of Third Sector Relief Package.	Draft Third Sector Recession Action Plan in partnership with the Community and Voluntary Sector Forum and the LSP be brought back to the Commission for comment and Member input prior to its agreement
ICT Risk	Referral from Audit Committee.	ICT developments to be reported back to the Audit Committee
Overview and Scrutiny Annual Report 2008 - 2009	OSC is required to submit Annual report to Council. Committee to agree content of report.	Annual report submitted to Council 16 July.
OSC Work Plan	To discuss/agree OSC work plan for the year.	Maintained under review.

Issue	Overview & Scrutiny Activity	Outcome & Monitoring/Dates
14th July 2009		
LAA Annual Performance Report	O&S performance management; opportunity to review LAA targets and ask for in-depth information of areas of concern.	Scrutiny Committee Chairs asked to review areas of off-target performance
Equalities Update	To include Equalities Peer Review. Commission has a remit to scrutinise equality issues and has 6 monthly updates.	Scoping report on disabilities to be provided to the next meeting, 8 September
Good Practice Budget Scrutiny	Report on arrangements within other local authorities to scrutinise the budget/budget setting process. Members will have the opportunity to recommend changes to the manner in which budget scrutiny is undertaken within the Council.	Seminars proposed for all O&S Committees with outcomes to be reported to 26 January OSC
Budget Provisional turn-out 2008/09	Ongoing budget monitoring.	Maintain under review
Work Plan and work plans of all O&S Committees	OSC has remit to coordinate the work of all the O&S Committees. Chairman of each O&S Committee to present the work plan for 2009-10.	Maintain under review

Overview and Scrutiny and the Local Strategic Partnership

O&S Committees will continue to receive quarterly performance reports on the LAA.

The Chair of the LSP will be invited to the OSC once a year to provide an overview of the priorities and

Issue	Overview & Scrutiny Activity	Outcome & Monitoring/Dates
		<p>achievements of the LSP.</p> <p>The Chairs of each of the Thematic LSP Groups will be invited to attend the relevant O&S Committee once a year.</p> <p>The LSP will be invited to suggest items for the O&S work programme including in-depth reviews into specific areas of work, and O&S Committees will be able to request issues for discussion by the LSP'.</p> <p>When undertaking work planning, O&S Committees will take into account the work of the relevant LSP themed groups and actively consult with them. This is especially relevant when looking to establish a scrutiny panel.</p>
Sustainable Community Strategy	O&S chance to feed views into the consultation process in developing the Strategy.	Member Workshop on Sustainable Community Strategy to be arranged

8th September 2009

Place Survey	For information	Request for information on Draft Volunteering Strategy
Scoping Report on Disability	To determine whether further scrutiny action is needed.	Establishment of a four-member scrutiny panel
Scrutiny of Budget Proposals	To agree process for scrutiny of budget proposals 2010-2011	Process agreed; additional O&S meetings to be scheduled
Strengthening Local Democracy	Government Consultation	ECSOSC addition to consultation response, to be reported at 22 September Governance Committee
GP-led Heath Centre – Report of the Scrutiny Panel	Report approved by October HOSC, for information.	Report noted.
OSC Work programme	For monitoring	Request for report on approach to collection of Council Tax arrears
Council's Forward Plan	For monitoring	Request for information on Corporate Procurement of Energy, decision to be taken at 17 September Cabinet. Query on the earlier deferral of decision due to 'O&S Requirements for consultation'

20 October		
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Discussion with LSP Chairman		
Targeted Budget Management Month Four	Ongoing budget monitoring	
Local Development Framework Core Strategy	Scrutiny of Budget and Policy Framework plans and strategies	

Corporate Energy Procurement Contract

Draft Volunteering Strategy requested by 8 Sept OSC For comment into early draft

All O&S Committee work plans For monitoring

Overview and Scrutiny Commission Work Programme

15 December		
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Budget Strategy		
Targeted Budget Management Month Six	Ongoing budget monitoring	

LAA 6 month progress report		
Overview and Scrutiny Good Practice	Council resolved as part of the 6 month review of the constitution to look at best practice re O&S from around the Country	
Street Accessibility Scrutiny Panel Report	OSC to endorse the report.	

26 January 2010		
Recommendations on budget proposals from O&S Committees to report to 11 February Cabinet		
Dignity at Work scrutiny panel report	OSC to endorse the report	

16 March 2010

Targeted Budget Management Month Nine	Ongoing budget monitoring	

27 April 2010

Climate Change Scrutiny Panel Report	OSC to endorse the report.	

