

**BRIGHTON & HOVE CITY
COUNCIL MEETING**

4.30PM 18 MARCH 2010

COUNCIL CHAMBER, HOVE TOWN HALL



AGENDA



Brighton & Hove
City Council

Council Meeting

Title:	Council
Date:	18 March 2010
Time:	4.30pm
Venue	Council Chamber, Hove Town Hall
Members:	All Councillors You are summoned to attend a meeting of the BRIGHTON & HOVE CITY COUNCIL to transact the under-mentioned business.
	Prayers will be conducted in the Council Chamber at 4.20pm by Reverend Andrew Bousfield
Contact:	Mark Wall Head of Democratic Services 01273 291006 mark.wall@brighton-hove.gov.uk

	The Town Hall has facilities for wheelchair users, including lifts and toilets
	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter and infra red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.
	FIRE / EMERGENCY EVACUATION PROCEDURE If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions: <ul style="list-style-type: none">• You should proceed calmly; do not run and do not use the lifts;• Do not stop to collect personal belongings;• Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and• Do not re-enter the building until told that it is safe to do so.

AGENDA

56. STATUTORY OR VOLUNTARY DISCLOSURE BY COUNCILLORS OF INTERESTS IN MATTERS APPEARING ON THE AGENDA.

57. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE SPECIAL COUNCIL AND ORDINARY COUNCIL MEETINGS HELD ON 28TH JANUARY AND THE BUDGET COUNCIL MEETING HELD ON THE 25TH FEBRUARY 2010 (COPIES ATTACHED). **1 - 60**

58. MAYOR'S COMMUNICATIONS.

59. TO RECEIVE PETITIONS AND E-PETITIONS.

Petitions will be presented to the Mayor at the meeting along with two e-petitions on the following subjects:

- (a) Bring the On-Street Parking Contract Back In-House; and
- (b) Worcester Villas Parking.

60. WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC.

A list of public questions received by the due date of the 11th March 2010 will be circulated separately as part of an addendum at the meeting.

61. DEPUTATIONS FROM MEMBERS OF THE PUBLIC.

A list of deputations received by the due date of the 11th March 2010 will be circulated separately as part of an addendum at the meeting.

62. WRITTEN QUESTIONS FROM COUNCILLORS.

61 - 64

Councillors written questions as listed will be taken as read along with the written answer at the meeting. The Councillor asking the question may ask one relevant supplementary question which shall be put and answered without discussion. One other supplementary question may be asked by any other Member of the Council which shall also be put and answered without discussion (a separate addendum with the written answers will be circulated at the meeting).

COUNCIL

63. REPORTS OF THE CABINET, CABINET MEMBER MEETINGS AND COMMITTEES.

- (a) Call over (items 64 - 70) will be read out at the meeting and Members invited to reserve the items for consideration.
- (b) To receive or approve the reports and agree with their recommendations, with the exception of those which have been reserved for discussion.
- (c) Oral questions from Councillors on the Cabinet, Cabinet Member and Committee reports, which have not been reserved for discussion.

64. ANNUAL REPORT OF THE STANDARDS COMMITTEE

65 - 78

Extract from the proceedings of the Standards Committee meeting held on the 19th January 2010, together with a report of the Director of Strategy & Governance (copies attached).

Contact Officer: Liz Woodley
Ward Affected: All Wards

Tel: 29-1509

65. REVIEW OF MEMBERS' ALLOWANCES

a) Review of Members' Allowances

79 - 82

Report of the Director of Strategy & Governance (copy attached); together with an extract from the proceedings of the Governance Committee meeting held on the 9th March 2010, (to be circulated with the Addendum papers).

Contact Officer: Mark Wall
Ward Affected: All Wards

Tel: 29-1006

b) Review of Members' Allowances - Report of the Independent Remuneration Panel

83 - 140

Report of the Independent Remuneration Panel (copy attached); together with an extract from the proceedings of the Governance Committee meeting held on the 9th March 2010 (to be circulated with the Addendum papers).

Contact Officer: Mark Wall
Ward Affected: All Wards

Tel: 29-1006

COUNCIL

6.30 - 7.00PM REFRESHMENT BREAK

Note: A refreshment break is scheduled for 6.30pm although this may alter slightly depending on how the meeting is proceeding and the view of the Mayor.

66. SUSTAINABLE COMMUNITY STRATEGY

141 - 226

Report of the Director of Strategy & Governance (copy attached); together with an extract from the proceedings of the Cabinet meeting held on the 11th March 2010 (to be circulated with the Addendum papers).

Contact Officer: Simon Newell
Ward Affected: All Wards;

Tel: 29-1128

67. ANNUAL INVESTMENT STRATEGY 2010/11

227 - 242

Report of the Director of Finance & Resources (copy attached); together with an extract from the proceedings of the Cabinet meeting held on the 11th March 2010 (to be circulated with the Addendum papers).

Contact Officer: Peter Sargent
Ward Affected: All Wards;

Tel: 29-1241

68. PROPOSALS FOR TRANSFORMING MEETINGS OF FULL COUNCIL

243 - 256

Report of the Director of Strategy & Governance (copy attached); together with an extract from the proceedings of the Governance Committee meeting held on the 9th March 2010 (to be circulated with the Addendum papers).

Contact Officer: Abraham Ghebre-Ghiorghis
Ward Affected: All Wards;

Tel: 29-1500

69. E-PETITIONS

257 - 266

Report of the Director of Strategy & Governance (copy attached); together with an extract from the proceedings of the Governance Committee meeting held on the 9th March 2010, (to be circulated with the Addendum papers).

Contact Officer: Elizabeth Culbert
Ward Affected: All Wards;

Tel: 29-1515

70. MEMBER APPOINTMENT TO SOUTH DOWNS NATIONAL PARK AUTHORITY

267 - 274

Report of the Director of Strategy & Governance (copy attached).

Contact Officer: Elizabeth Culbert
Ward Affected: All Wards

Tel: 29-1515

COUNCIL

71. NOTICES OF MOTION.

275 - 280

- (a) **Personal Care at Home Bill.** Proposed by Councillor Ken Norman.
- (b) **Letting Agents.** Proposed by Councillor Randall.
- (c) **Maternity Services in Brighton and Hove.** Proposed by Councillor Kitcat.

COUNCIL

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

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

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

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

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If you have any queries regarding this, please contact the Head of Democratic Services or the designated Democratic Services Officer listed on the agenda.

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

Date of Publication - Wednesday, 10 March 2010



Chief Executive

King's House
Grand Avenue
Hove
BN3 2LS

BRIGHTON & HOVE CITY COUNCIL**SPECIAL COUNCIL****4.00pm 28 JANUARY 2010****COUNCIL CHAMBER, HOVE TOWN HALL****MINUTES**

Present: Councillors Mrs Norman (Chairman), Peltzer Dunn (Deputy Chairman), Alford, Allen, Barnett, Bennett, Brown, Carden, Caulfield, Cobb, Davey, Davis, Drake, Duncan, Elgood, Fallon-Khan, Fryer, Hamilton, Harmer-Strange, Hawkes, Hyde, Janio, Kemble, Kennedy, Kitcat, Lepper, Marsh, McCaffery, Meadows, Mears, Mitchell, Morgan, K Norman, Older, Oxley, Phillips, Pidgeon, Randall, Rufus, Simpson, Simson, Smart, Smith, Steedman, Taylor, C Theobald, G Theobald, Turton, Wakefield-Jarrett, Watkins, Wells, West, Wrighton and Young

PART ONE**1. STATUTORY OR VOLUNTARY DISCLOSURE BY COUNCILLORS OF INTERESTS IN MATTERS APPEARING ON THE AGENDA.**

1.1 There were no declarations of interest.

2. PATCHAM WARD AND STANFORD WARD - CHANGE OF NAME

2.1 The Mayor noted that the main item on the agenda related to the proposed ward name change of Stanford Ward to Hove Park Ward and for Patcham Ward to remain as Patcham Ward. She stated that she had been made aware of an amendment from the Labour Group to resolution 3 of the Governance Committee's recommendations which sought to change Patcham Ward to Patcham and Hollingbury Ward. In view of the amendment she intended to take each of the recommendations contained in the extract from the proceedings of the Governance Committee individually when putting them to the vote.

2.2 The Mayor then called on Councillor Oxley as Chairman of the Governance Committee, to introduce the report."

2.3 Councillor Oxley introduced the report and noted that the outcome of the public consultation process for both wards in question had resulted in a majority wishing to change the name of Stanford to Hove Park Ward and for Patcham to remain as Patcham Ward.

- 2.4 Councillor Lepper formerly moved the Labour amendment which sought to change the name of Patcham to Patcham and Hollingbury Ward. She noted the low level of response to the public consultation and suggested that there may have been some misunderstanding to the proposal. Prior to the change of Hollingbury & Stanmer to Stanmer & Hollingdean, Hollingbury was recognised as a community with a separate identity and she believed this needed to be recognised. It was therefore appropriate to include the name with Patcham, as most of the residents of Hollingbury fell under the boundary of Patcham Ward.
- 2.5 Councillor Allen formerly seconded the proposed amendment.
- 2.6 Councillor G. Theobald stated that he could recall the previous debate and accepted that the majority of Hollingbury residents lived within the Patcham Ward. However, he noted that the majority of responses had indicated a desire to retain the name of Patcham Ward, and therefore felt that this should be adhered to and could not support the proposed amendment.
- 2.7 Councillor Bennett stated that she believed the proposed change of name to Hove Park Ward would provide residents with a clearer understanding of where they lived and was more representative for the ward as a whole than the name of Stanford.
- 2.8 Councillor Brown stated that as a ward councillor for Stanford Ward she could not support the proposed change of name to Hove Park. She believed that the name of Stanford had been one that had been in existence since the 1800's and had a historical significance which should not be lost. She also noted that Hove Park was only on one edge of the ward and questioned the level of responses that appeared to be able to warrant a change of name. She suggested that consideration should be given to having a set percentage of the number of residents in a ward requesting a change of name before any action was taken to reviewing it and subsequently implementing a change.
- 2.9 Councillor Elgood stated that he felt it would be helpful to have a protocol that covered the possibility of changes to ward names, but in the absence of any such protocol he could only support the recommendations as listed in the extract of the Governance Committee meeting.
- 2.10 Councillor Peltzer Dunn expressed his concern over the manner in which the consultation exercise had taken place and suggested that it had been open to misinterpretation. He referred to the article in City News and queried how the responses received had been verified given that the article suggested anyone could respond on the proposed name changes. He also felt that the proposed amendment went against the majority verdict of the consultation process and therefore could not support it.
- 2.11 Councillor Oxley noted the comments and stated that he felt the Labour Group amendment had come forward at a very late stage and did not reflect the outcome of the consultation process. In this regard he believed that there was a need for the council to respect the outcome of the consultation exercises for both wards. He understood Councillor Brown's feelings and agreed that the current situation did raise the question of the need to have an approved mechanism for instigating a change of name and he would ask officers to investigate the options open to the council for the future. With regard to the consultation process, he was aware that all responses had been verified

by the electoral staff and only those from residents within the respective wards had been accepted. He therefore moved that the recommendations before the council be accepted.

2.12 The Mayor noted that the amendment had been moved and seconded and put it to the vote which was lost.

2.13 The Mayor then put the recommendations listed in the extract of the minutes from the Governance Committee to the vote on an individual basis and each recommendation was carried.

2.14 **RESOLVED:**

- (1) That the results of the consultation exercise be noted;
- (2) That the change of name of Stanford Ward to Hove Park Ward be approved; and
- (3) That Patcham Ward should retain its current name.

The meeting concluded at 4.30pm

Signed

Chair

Dated this

day of

BRIGHTON & HOVE CITY COUNCIL**COUNCIL****4.30pm 28 JANUARY 2010****COUNCIL CHAMBER, HOVE TOWN HALL****MINUTES**

Present: Councillors Mrs Norman (Chairman), Peltzer Dunn (Deputy Chairman), Alford, Allen, Barnett, Bennett, Brown, Carden, Caulfield, Cobb, Davey, Davis, Drake, Duncan, Elgood, Fallon-Khan, Fryer, Hamilton, Harmer-Strange, Hawkes, Hyde, Janio, Kemble, Kennedy, Kitcat, Lepper, Marsh, McCaffery, Meadows, Mears, Mitchell, Morgan, K Norman, Older, Oxley, Phillips, Pidgeon, Randall, Rufus, Simpson, Simson, Smart, Smith, Steedman, Taylor, C Theobald, G Theobald, Turton, Wakefield-Jarrett, Watkins, Wells, West, Wrighton and Young.

PART ONE**38. STATUTORY OR VOLUNTARY DISCLOSURE BY COUNCILLORS OF INTERESTS IN MATTERS APPEARING ON THE AGENDA.**

- 38.1 Councillors Norman, Randall, McCaffery, Hawkes, Brown and A. Norman declared a personal but non-prejudicial interest in Item 52(g) on the agenda;
- 38.2 Councillors Kemble, Mears, Wells and Elgood declared a personal and prejudicial interest in Item 49 on the agenda and stated that they would withdraw from the meeting as appropriate;
- 38.3 Councillors Hawkes and Rufus and Wakefield-Jarrett declared a personal but non-prejudicial interest in Item 52(b) on the agenda; and
- 38.4 Councillor Harmer-Strange declared a personal but non-prejudicial interest in Item 46 on the agenda.

39. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 10 DECEMBER 2009 (COPY ATTACHED).

- 39.1 The minutes of the last meeting held on the 10th December 2009 were approved and signed by the Mayor as a correct record of the proceedings.

40. MAYOR'S COMMUNICATIONS.

- 40.1 The Mayor reported the sad news of the death of former Mayor Councillor Sheila Schaffer, who had been elected in 1987 to Hanover Ward. She had served on the council until 1999, and was Mayor of Brighton in 1995/96. The Mayor then asked for a minutes silence as a mark of respect.
- 40.2 The Mayor then offered her thanks and appreciation to Joy Hollister, Director of Adult Social Care & Housing, who is leaving the Council to take up a post in the City of London.
- 40.3 The Mayor stated that she was delighted to have the opportunity on behalf of the Council to congratulate both the Revenues & Benefits and Bereavement Service teams of the Customer Services Division for achieving the Customer Service Excellence Standard. She noted that the Bereavement Services was amongst the first 100 to achieve this standard and both services had received a letter of congratulation from the Prime Minister.

The Mayor then presented the certificates to Steven Horlock on behalf of the Bereavement Services and Jackie Mitrovic on behalf of Revenues and Benefits and wished them continued success in the future.

- 40.4 The Mayor then drew the council's attention to Item 51 on the agenda, the 12-month review of the constitution, and pointed out that recommendation 2.3 of the report should refer to 'recommendations 8 and 13' rather than paragraphs 8 and 13 in the body of the report. She also noted that it was proposed that in accordance with resolutions of the Cabinet and Governance Committee, any agreed resolution of the council would come into effect from date of the Annual Council meeting in May.
- 40.5 The Mayor then drew councillors' attention to her next charity event, a Valentines Evening Gala Dinner to be held in the Royal Pavilion Banqueting Room on Saturday 13 February.

41. TO RECEIVE PETITIONS FROM MEMBERS.

- 41.1 The Mayor invited the submission of petitions from councillors. She reminded the Council that petitions would be referred to the appropriate decision-making body without debate and the councillor presenting the petition would be invited to attend the meeting to which the petition was referred.
- 41.2 Councillor Bennett presented a petition signed by 65 residents concerning a request for single yellow lines rather than double yellow lines in Court Farm Road.
- 41.3 Councillor Bennett presented a petition signed by 210 residents concerning a request for crossings to be installed at the junction of Old Shoreham Road and Sackville Road.
- 41.4 Councillor Carden presented a petition signed by 157 residents concerning the planned use of Hangleton Bottom.

41.5 Councillor Davey presented an E-petition signed by 1,259 residents and other signatories, concerning the retention of the History Centre.

42. WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC.

42.1 The Mayor reported that five written question had been received from a members of the public and invited Mr. Hawtree to come forward and address the council.

42.2 Mr. Hawtree asked the following question;

“Could Councillor Smith please tell us when work will begin on the next Library Plan?”

42.3 Councillor Smith replied, “Last January, the Council unanimously approved the Library Plan which covers the three years from April 2009 to March 2012. Library Services will begin work on a new three year plan in 2011.”

42.4 Mr. Hawtree asked the following supplementary question;

“Thank you very much for that Councillor Smith and, of course, as I know one doesn't need a pachydermous memory to recall that meeting at full Council a year ago, which came to the Council after some delays the current Library Plan; but also the current Plan at no point mentions the braxy notion of reconfiguring the Jubilee Library to contain the Local History Centre.

Can I now ask you, Councillor Smith, as that Plan was not only perhaps misleadingly presented to such an extent of not mentioning the radical proposal which came some 11 months later, will you now set up a panel of Councillors, independently advised, to discuss ways in which that large space can now instead be used to contain more general stock and shelving as residents have regularly asked?”

42.5 Councillor Smith replied, “At the last Cabinet meeting Councillor Mary Mears announced that she was setting up a commission to look into the future of the History Centre and everything else and that would be taken up.”

42.6 The Mayor thanked Mr. Hawtree for his questions and invited Mr. Elkin to come forward and address the council.

42.7 Mr. Elkin asked the following question;

“Is it right that you and your Party were not voted in at the last council elections? What is the idea of having a go at the last elections or is there a Parliamentary Election this year that would mean that you are not interested in the electorate that you are supposed to serve?”

42.8 Councillor Mitchell replied, “Mr Elkin, thank you ever so much for coming here this afternoon to ask your question.

Actually, Councillors from all parties were voted on to this council at the last election and the current make-up of all the Councillors here means that no one party is in overall control of the council. The current Administration is not being stopped from operating at all. However, individual parties do differ from time to time on some issues, issues like how taxpayers' money should be spent and also on different points of policy where Opposition Councillors are entitled to put forward different points of view and also different ideas. This is actually good democracy at work but I really do believe, Mr Elkin, that every single Councillor in this Chamber this afternoon does work hard and does put the good of the city at the forefront during that work."

42.9 Mr. Elkin asked the following supplementary question;

"I can remember back when Labour were in charge of the council, won the council elections there and started to put in place against the people near the King Alfred their plans. They are against, every single house there in Vallance Gardens and Hove Street were against and had a go at the council."

42.10 Councillor Mitchell replied, "I remember that very well indeed, Mr Elkin, as well and that was again during a time of no overall political control on the council. The Labour Administration worked to put forward a plan for regenerating that site, for providing a sports complex at no cost to taxpayers that was supported by a very controversial housing development. I can assure you that at each and every step along the way there was consultation, there was both the legal and statutory consultation. It took an awful long time to go through but I do agree with you it was extremely controversial."

42.11 The Mayor thanked Mr. Elkin for his questions and invited Miss. Willcock to come forward and address the council.

42.12 Miss. Willcock asked the following question;

"Can Councillor Smith confirm please that various groups, and other interested people, will be able to take part in continuing discussions about the Brighton History Centre?"

42.13 Councillor Smith replied, "A thorough consultation process will be taking place to support the development of the Keep. We will also be setting up a Local History Support Group to work with us in developing local and family history services within the city. Local interest groups and other interested people will be invited to take part in the consultation process."

42.14 Miss Willcock asked the following supplementary question;

"That is really most reassuring, thanks Councillor Smith.

As decisions that are made for this highly valued facility must in the future be based on evidence that is both representative and fully accountable, would you kindly assure us that both a clear, detailed Mission Statement for the Group and minutes of its meetings will be made accessible to all interested parties?"

42.15 Councillor Smith replied, "I will."

42.16 The Mayor thanked Miss. Willcock for her questions and invited Ms. Murray to come forward and address the council.

42.17 Ms. Murray asked the following question;

“Several activities within the Local Government Miscellaneous Provisions Act 1982, come under the 2003 Licensing Act, which states: *‘The fee is to recover the administration, inspection and enforcement costs of licensing authorities which arise from carrying out their licensing functions under the Act’*. Licensed under the Act are Off Licenses that pay approx £180 a year, have specific licence criteria and commonly consume more council resources than a Licensed Sex Establishment. As councils are able to accomplish this for a mere £180 fee, why do Sex Establishment renewal fees carry a far higher cost, for universally utilising far less council resources?”

42.18 Councillor Cobb replied, “Sex shop licence fees are set at local discretion at a level that the council reasonably believes will cover the costs of providing this service. This ensures that the General Fund and council taxpayers are not subsidising this service. Licensing fees under the Licensing Act 2003 are set nationally. The local government bodies for lobbying for a fair settlement with income covering costs of administrating the service.”

42.19 Ms. Murray asked the following supplementary question;

“If that’s the case how are those fees actually justified when other discretionary licensing fees for bingo halls, adult entertainment centres, family entertainment centres are actually set in the region of £500 per annum and what you are proposing to charge us is actually £10,000 per annum?”

42.20 Councillor Cobb replied, “All fees and activities are monitored by officers and fees are amended accordingly. Sex establishment fees cover the whole business: administration, unauthorised activities, enforcement and legal costs.”

42.21 The Mayor thanked Ms. Murray for her questions and invited Mr. Carder to come forward and address the council.

42.22 Mr. Carder asked the following question;

“Users retain concerns about removing Brighton History Centre resources to The Keep, finding no mention in council minutes until last month. Will the Cabinet Member for Culture:

- a) explain the decision process and reasons, pointing to documentation;
- b) state how and when inclusion of the Centre’s resources was allowed for in The Keep’s design;
- c) state if and when microform resources and books are to be removed from the Centre to the Jubilee Library;
- d) state whether library users will enjoy the present instant access to microforms; and
- e) state if there will be an overall loss of microform readers?

42.23 Councillor Smith replied, “I will answer (a), (b), (c), (d) and (e) for you.

- (a) The development of The Keep has been discussed at various Council meetings, including; Culture, Recreation & Tourism Committee meetings in 2007 and 2008, and Policy & Resources Committee and Cabinet Meetings in 2008 and 2009.
- (b) The scope of resources for Brighton & Hove that will be included is still being discussed as part of The Keep development process.
- (c) Only duplicate materials and on-line resources will be relocated to Jubilee Library.
- (d) Service users will be able to enjoy the same access to microforms in the History Centre as currently provided.
- (e) There will be no overall loss of microform readers.”

42.24 Mr. Carder asked the following supplementary question;

“In view of your answer to Part (a) I was hoping to understand the decision to remove the Brighton History Centre to The Keep, which you didn’t mention. Can you tell me what the decision process on deciding the removal of the Brighton History Centre to The Keep was as opposed to the development of The Keep?”

42.25 Councillor Smith replied, “We are still considering what items are going to The Keep and it will be coming to committees later on.”

42.26 The Mayor thanked Mr. Carder for his questions.

43. DEPUTATIONS FROM MEMBERS OF THE PUBLIC.

43.1 The Mayor reported that two Deputations had been received and invited Mr. Towers as the spokesperson for the first deputation to come forward and address the council.

43.2 Mr. Towers thanked the Mayor and stated that;

“The issue we have set out is about unsafe crossings at Old Shoreham Road, Neville Road and Sackville Road. There is a lot of strength of community feeling around this that it is an unsafe crossing and I think that is evidenced from the presentation that Councillor Bennett made on the petition earlier. Out of 212 adult residents who were spoken to, 210 agreed to sign the petition.

The problems are firstly, it’s a complex junction. There are four filter lanes. The light sequences are complex. It’s impossible as a pedestrian on these crossings to understand what the light sequence is unless you’ve done it day in, day out, for quite a period of time. Once you get to the central island you’re exposed, there are no safety barriers on the central crossings. There is no space or insufficient space for parents with children, particularly with buggies or with young children, when crossing at peak times. Cars speed and jump the lights and it’s complicated further still by the junction both north and south having a convergence of traffic from two lanes down to one, with

traffic drivers looking to jockey for position to get into the right lane, perhaps more than focus on the pedestrians that are standing in front of them waiting to cross.

These issues have been raised over many years it's not a new problem. We were given statistics way back from 2002 to 2004 that showed nine reported collisions resulting in injuries to people. For the last three years up until November 2009 ten more injuries were reported. That, of course, masks the larger number, we think, of unreported incidents and accidents and certainly the huge number of near misses that I and other people witness regularly.

Residents that we spoke to fear crossing and fear for their children crossing. This we believe undermines policies to promote reduction in car use, to promote increased exercise and use of green spaces, particularly as we are so close to Hove Park. Many parents drive their children to school because they consider it unsafe to take them across these roads. Some children, particularly older ones who otherwise should be capable and able and free to go to the park on their own have to rely on their parents being available in order to cross them safely.

Our understanding is that £7.4m surplus was made from parking fines last year in the city and a number of initiatives such as school cycle parks, cycle lanes and subsidised bus routes were used as a consequence of that; yet we can't cross the road safely and that to me raises questions about priorities and perspective. Over four years of raising this issue no action has been taken at this junction.

I quote from a letter from the then Council Leader, Councillor Simon Burgess, back in 2006 who said: 'this junction will be included for consideration if any planning applications for development are received in the area that may present opportunities to secure funds for improvements.'

Okay, so we've been waiting for this private funding to come in and save the day. Since that letter we estimate thirteen or more further casualties have resulted at that junction. That's thirteen people who couldn't wait for a private developer to come in with a solution. We understand that there is a proposal for Sackville Place retail development. We have no idea of the timeframe for that. We have no idea of the schedule of works in terms of whether it's possible to expedite and bring forward the work to secure that junction and make it safe for people to cross ahead of any other work that takes place and, furthermore, it raises concerns for a number of the local residents about an increase in traffic per se.

What we are asking for is not to wait but just to take some action now. We want an immediate safety audit, a safety audit of that site at peak times, not off-peak times, at peak times when the majority of people are crossing. We want a green man crossing, both north and south. We would like to see safety barriers installed. We would like traffic calming measures and we would like pedestrian prioritisation at those lights in terms of the scheduling. We did consider whether or not the option of a school traffic warden, or as we used to call them 'lollipop men'/'lollipop ladies', might be feasible but I think the argument is they'd probably be put at too much risk."

- 43.3 Councillor Theobald replied, "I do welcome the way in which you have put the argument, if I may put it that way, this afternoon, very eloquently and thank you very much.

Things have moved forward since Councillor Burgess's time because our design proposals do include the provision of controlled pedestrian crossing points on all arms of the junctions. We have the design, the proposals are there, they have been designed. What I will do because it is connected and you are right and you mention that in your speech to the development at Sackville Place. What I will do is I will ask the Planning Department to contact you and to give you an update as to exactly where that development is. I do appreciate the position that you and the other residents in your area are in and obviously I am very much hoping that the proposals that have been designed can be implemented as soon as possible."

- 43.4 The Mayor thanked Mr. Towers for attending the meeting and speaking on behalf of the deputation. She explained that the points had been noted and the deputation would be referred to the Environment Cabinet Member Meeting for consideration. The persons forming the deputation would be invited to attend the meeting and would be informed subsequently of any action to be taken or proposed in relation to the matter set out in the deputation.
- 43.5 The Mayor then invited Ms. Slinn as the spokesperson for the second deputation to come forward and address the council.
- 43.6 Ms. Slinn thanked the Mayor and stated that;

"I am a resident of Hove, having lived in the two streets leading off the Old Shoreham Road which are at opposite ends of the stretch of Old Shoreham Road between BHASVIC and the Upper Drive for over 11 years. I have a 13 year old boy who attends Cardinal Newman and I have concerns about the safety of the crossing at the Upper Drive/Old Shoreham Road and the lack of a crossing at The Drive and Old Shoreham Road. It's clear that those junctions are very busy and the Upper Drive junction is used predominantly by school children.

There are three schools around that junction with approximately 3,000 school children attending those schools. At the junction with The Drive there appear to be no pedestrian traffic signals at all. There appears to be no time delay between the change of lights to allow school children or other pedestrians to cross safely. At the junction with the Upper Drive there is a crossing. However, there have been many incidents recently of cars speeding through the crossing to avoid the lights changing and actually driving through red lights, crashing into railings, into bollards and narrowly avoiding pedestrians.

I've got anecdotal evidence from neighbours and friends who have been nearly run over at the crossing. My window cleaner was nearly run over by a speeding car last week and my neighbour across the road with her new baby was nearly run over a couple of weeks ago. I myself was involved in a car collision in December and had that happened five minutes earlier it might have affected the school children using the crossing.

I consider the design of the Old Shoreham Road is partly to blame. It gives a false impression to motorists. The carriageways are very wide and they encourage speeding and overtaking. There are also bus stops immediately before the crossing on either side of the road and when buses stop, cars overtake them at the crossing. In fact, the whole

stretch of the Old Shoreham Road just before the Upper Drive and up to The Drive is wide and motorists appear to treat it like a dual carriageway with accompanying speeds.

There are no signs indicating that there are schools along this part of the Old Shoreham Road. The only signs there are are halfway up the Upper Drive immediately opposite the entrances to the schools. I find this quite shocking, bearing in mind there are the three schools located at this junction with approximately 3,000 children attending. There is no speed camera, there is no traffic signal camera and no device which advises motorists to slow down and many of these are present on other roads in the city. I consider it very alarming that school children have to cross a busy road that is effectively being used as a dual carriageway.

I have spoken to many parents in the area, including parents at Somerhill Junior School for which I am a parent governor, and they too raise their concerns about this stretch of the Old Shoreham Road and the safety of their children attending the secondary schools.

I have taken advice from a Highways Engineer who considers that there are some very simple measures that could be taken. The first thing would be to erect school signs just before the junction of the Upper Drive, approaching south, east and west and that would alert motorists to the fact that there are people crossing and there are school children crossing and secondly to prevent overtaking, which again I do consider the design of the road may give motorists a false impression, simple measures could be made to the carriageway and thirdly a 'slow down' device could be erected. Lastly, if this stretch of the Old Shoreham Road was reduced to a 20mph zone, the traffic would slow down. As this road has a school crossing anyway, that would be a good reason to make this part of the road 20mph.

As parents we like our children to attend their local schools and to be able to walk to school rather than be driven. However, we want them to be able to walk to school safely.

We need the junction and the crossing to be made safer by slowing down the traffic and making motorists aware that the crossing is used by school children.

A petition has been started, a written petition and there is an e-petition on the council website and we hope to be able to present this to the March Cabinet meeting."

- 43.7 Councillor Theobald responded; "Once again, can I congratulate you like your predecessor on putting the case very strongly and very well indeed.

As with the other junction, again I know it extremely well and what I will do is to arrange for an officer to come out and meet with you on the site and discuss some of these points, because it may be that one or two of them we would be able to do. You have already alluded to the fact that my Cabinet Member meeting is on 25 March and again there is a follow-up there, so no doubt we will meet again on 25 March. I hope in the meantime an officer will meet with you and have a discussion and take on board some of the points that you have made."

43.8 The Mayor thanked Ms. Slinn for attending the meeting and speaking on behalf of the deputation. She explained that the points had been noted and the deputation would be referred to the Environment Cabinet Member Meeting for consideration. The persons forming the deputation would be invited to attend the meeting and would be informed subsequently of any action to be taken or proposed in relation to the matter set out in the deputation.

44. WRITTEN QUESTIONS FROM COUNCILLORS.

44.1 The Mayor reminded the council that councillors' questions and the replies from the appropriate councillor were now taken as read by reference to the list included in the addendum, which had been circulated as detailed below.

44.2 (a) Councillor Fryer asked:

“What measures did the council take to ensure that school closures were kept to a minimum during the cold weather and to address the impact this has on children and young people's education and their families?”

44.3 Councillor Brown replied,

“Our first priority during any period of severe weather conditions is the safety and well being of the children in the City. The CYPT updates and issues emergency closure advice, including guidance on how to deal with severe weather conditions, to all schools annually in the autumn term.

The CYPT worked closely with Environment to enable the schools to open as soon as possible during the spell of extreme weather conditions but ultimately the final decision rests with individual head teachers. The Schools Futures Director was identified as the contact point for schools and he prioritised schools to ensure the most effective use of limited resources in difficult circumstances. The Head of Highways Operations liaised with the CYPT so that roads and pavements serving schools were cleared as soon as possible and the CYPT through its contractors cleared school paths and car parks.

Secondary schools were identified as the top priority and supported to enable all AS and GCSE students to take their exams at their school and at the nationally allocated time. This was closely followed by Special Schools then Primary schools.

Head teachers stayed in contact with students and their families throughout the difficult weather period informing them of arrangements made for examinations and helping families overcome any logistical problems.

Schools in general kept parents informed of their arrangements through school websites, text messaging and local media. Many schools put work for pupils on their websites to ensure that the disruption to learning was minimised.

This support was highlighted in a letter to the Argus when Hove Park was commended for staying in direct contact with 6th form students and ensuring that students received the support they needed during the exam period.”

- 44.4 Councillor Fryer asked a supplementary question, “Thank you Councillor Brown for your reply and it’s great to hear that teachers and schools are doing everything they can, I’m sure they are, to prevent school closures, so this question wasn’t meant in any way to have a go at schools.

I completely understand the pressures that school staff and other services are under and, of course, it’s fair to say that we aren’t used to the snowy weather we’ve been having recently, but in severe weather conditions medical staff have to report often to their nearest hospital and this used to be the case in schools, where teachers used to report to their nearest school.

My question is, in order to address parents’ concerns over school closures will the Administration undertake to look at re-establishing this policy in the future for Brighton & Hove schools?”

- 44.5 Councillor Brown replied, “Yes, it is something that I’m sure we’ll look at but it is quite a difficult thing to organise, because you could end up with an awful lot of staff in one school and still no staff in another, so there’s no simple answer to that.

We did work very closely with Environment to clear the roads into the schools, particularly the secondary schools, as you know they were having exams, and then we concentrated on the special schools. Everything was done to try and get the staff into school and we did open the schools as soon as possible but it’s something that we will look at in more detail.”

- 44.6 **(b)** Councillor Kitcat asked,

“Will Cllr G Theobald make clear to this meeting and colleagues in East Sussex County Council that this city has no wish to ship its waste to landraise sites in the East Sussex countryside?”

- 44.7 Councillor Theobald replied,

“As a waste planning authority we are obliged to make provision in our plans for viable and deliverable facilities for dealing with all waste streams. To this end we will aim to make provision within the city for facilities to handle and treat waste generated in the city but it is unlikely that these would be sufficient to handle and treat all the waste the city generates. However, I would like to make it clear that our priorities are to promote recycling and other sustainable methods of waste management – landraise would be very much a last resort.”

- 44.8 Councillor Kitcat asked a supplementary question, “Well, I’m disappointed that Councillor Theobald won’t rule out landraise sites in our precious countryside but I am delighted that he does have a priority in recycling. Recycling is important but what about waste reduction which is part of Government policy. What progress is the Councillor making on measures such as the much feted Supermarket Summit and other such actions long promised by the Conservative Administration?”

44.9 Councillor Theobald replied, "Well, I wouldn't expect Councillor Kitcat to be fully satisfied with my answer. I do know that you have met with officers recently and put some of your views across and you've had a useful meeting. We have a Waste Plan which will be coming before the March Cabinet meeting, the full Cabinet meeting, and I am sure that some of the points that you make there will be answered."

44.10 (c) Councillor Kitcat asked,

"Does Councillor Theobald agree that recycling municipal waste is the cheapest way of handling waste for this council and that greater rates of recycling can play an important part in improving this council's financial situation in the face of the extremely low central government grant?"

44.11 Councillor Theobald replied.

"Yes."

44.12 Councillor Kitcat asked a supplementary question, "Can I say what a new and refreshing feeling it is to have Councillor Theobald agree with me so wholeheartedly. When will he make clear his ambitions for waste management in this city? He has just referred to the waste strategy but he has yet to include other Members in consulting on this. Is this a final draft? When will we be graced with a version of it, to see it?"

44.13 Councillor Theobald replied, "I would have thought that you would know the answer to that one because I've already said that the waste strategy, which has been widely consulted will be presented to Cabinet in March and you've already had a discussion, I understand, with officers which is good, so in March there will be the item and you'll then be able to make further points."

44.14 (d) Councillor Kitcat asked,

"Can Councillor Smith explain why he responded to a public question on the Brighton 'O' at our last council meeting by saying that this Council was 'dealing directly' with Brighton Sailing Club yet the club report no such talks are happening?"

44.15 Councillor Smith replied,

"Thank you Councillor Kitcat for your question on the Brighton 'O'. The Sailing Club have been advised in writing that the planning application for the Brighton 'O' has been deferred for further consideration. The concerns of the Sailing Club will be taken into account in the determination of the planning application insofar as they are relevant to planning matters. Additionally, the council will also take these concerns into account when considering its position as landowner in discussions with the promoters of the Brighton 'O'."

44.16 Councillor Kitcat asked a supplementary question, "I'm afraid I believe there's some terminological inexactitude at play here. As steward of our seafront and landlords for the Sailing Club, where I believe we have just signed a new 25 year lease, Councillor

Smith said he would be dealing directly with the Club. He said that in our last full Council meeting, yet he hasn't done so, so when will he make good on that promise?"

44.17 Councillor Smith replied, "I didn't say I personally would be dealing with the Sailing Club and I understand that they've had a meeting with Councillor Geoffrey Theobald's last Cabinet meeting to discuss things there but lots of the issues are planning and landlords' ones which I don't interfere with the landlords' ones and I don't interfere with the planning ones."

44.18 (e) Councillor Hamilton asked,

"On 18th January 2010 the Leader of the Council's current Forward Plan listed a key decision relating to Hangleton Bottom as being Key Decision CAB 5498:

"to seek agreement to the marketing approach and the future use of the site."

This decision was marked "deferred" and had been marked as such on successive Forward Plans since it first appeared on the Forward Plan in October 2008. In the interest of openness and transparency will the Leader of the Council explain why a report went to the Central Services CMM on January 18th seeking agreement to the marketing approach and future use of the site without having been listed in advance on her publicly available Forward Plan?"

44.19 Councillor Mears replied,

The decision in the Hangleton Bottom report taken to Central Services Cabinet Member Meeting (CS CMM) on the 18th January is not a key decision and not required to be on the forward plan. This is an exploratory report giving an early warning and seeking permission to test the property market to explore what interest is out in the open market for the redevelopment of this strategic council owned site. It does not have a significant impact on 2 or more wards or involve a significant expenditure or saving of £500k. The decision could have proceeded under officers' delegated powers.

Once we have the results of this marketing exercise we will review and analyse the options, consult with the necessary parties as set out under our property protocol and prepare a detailed report for Cabinet to consider the options on the strategic potential future uses on the site. This will be a key decision affecting more than 2 wards with financial implications over £500k.

In the interests of being open and transparent we took an early report to CS CMM giving notice of our intention to explore and test the market regarding on this site and prepare a further substantial report for Cabinet consideration. The key decision regarding the future use of the site is to be taken by Cabinet and as such the Forward Plan wording will be adhered to."

44.20 Councillor Hamilton asked a supplementary question, "I would like to thank Councillor Mears for her reply. In it she states that at the Central Services Cabinet Member Meeting on 18 January the report was, I quote: 'seeking permission to test the property

market'. The answer also expresses 'our intention to explore and test the market' and states that 'Forward Plan wording will be adhered to.'

In the Forward Plan Key Decision CAB 5498 includes the wording: 'to seek agreement to the marketing approach'. Has your Administration already agreed to a marketing approach as proposed in the Forward Plan or not?"

- 44.21 Councillor Mears replied, "I will respond to Councillor Hamilton, although he has actually had two goes at this in the CMM and at the Call-In. No, there's been no proposals, Councillor Hamilton, that's why it's going out to the market testing. I can understand why you are so exercised about this and I do realise, you know, and particularly as Councillor Carden has handed in a petition.

The history around it is that the Borough Plan actually took ten years to fruition under the previous Administration. Councillor Hamilton as you know you were the Chairman of Planning and the site was identified, the CMM report is very clear that it's going out for a marketing exercise. I don't know how many times you want that put a different way.

There obviously is a problem, Councillor Hamilton, around this with your Group but bearing in mind you identified the Borough Plan in the waste strategy, you put it in, you had no problem with it. I was quite surprised, actually, Councillor to see a petition from Councillor Carden. If Councillor Carden, you know, felt so exercised that he had to present a petition, I am so surprised we haven't received one in the past from Councillor Hamilton on this.

The legal advice is very clear, the report is very clear from CMM and let me make it very clear today, Councillor Hamilton, this is going out to a marketing exercise."

- 44.22 Councillor Alford asked a further supplementary question, "Could Councillor Mears confirm for me exactly when the Hangleton Bottom site was allocated for waste facilities in the Brighton & Hove Local Plan and the East Sussex and Brighton & Hove Waste Local Plan?"

- 44.23 Councillor Mears replied, "I am happy to give some history around it. The Plan was agreed in 2005. As I said earlier the previous Administration with Councillor Mitchell as the Chair of Environment, Councillor Hamilton exactly was Chairman of Planning.

I'm just really surprised there's obviously something that we're missing here and I'm not quite sure what it is. There is obviously a real issue with the Labour Councillors. They had no problem identifying a site and putting in a waste strategy, no problem at all. I haven't heard in this Council Chamber, at Cabinet, any report, any written question around this since 2005, nothing at all. Now all of a sudden there's all this noise and heat.

Now there obviously is an issue for the Labour Councillors but I think they need to recognise it took ten years to develop the Borough Plan for the waste strategy, ten years, when they were in Administration and they obviously were quite comfortable in 2005 with the recommendation that they put in. Now the recommendation from the CMM is very clear, this is going out to a marketing exercise. Now if they need or want

the minutes from the 2005 meeting they've only got to go back into the archives and get them as I did check, so I really don't understand what the problem is.

I'm happy to answer Councillor Alford's question. The history is quite plain, it became under the previous Administration and we have already had the waste strategy going out to consultation which was at a Cabinet meeting in Brighton Chamber. Councillor Kitcat was there, although he made reference to it today, he actually was there and went through the Plan page by page at the meeting. I don't remember, sitting in that meeting, any reference from the Labour Group around waste and the Plan around Hangleton Bottom, so I am slightly confused but I am sure it will all become clear later."

44.24 (f) Councillor McCaffery asked,

"At a training event for school governors on Safeguarding Children in November, I asked who the Brighton and Hove Local Children's Safeguarding Board reports to. The officer did not know and has since informed me that despite asking she has not yet received an answer. We as Councillors are legally responsible for the children in our care, Would the Cabinet member for Children Families and Schools please inform this Council who the LCSB reports to?"

44.25 Councillor Brown replied,

"The Local Safeguarding Children Board (LSCB) is the most important among a number of checks and balances across public services to assure the quality and effectiveness of local safeguarding and child protection arrangements. External inspection by Ofsted has consistently found that the LSCB in Brighton and Hove is effective and works to a high standard.

Although the local authority is responsible for ensuring an effective LSCB is in place the Board is a distinct and separate body with duties set out in statutory guidance. In Brighton and Hove the LSCB has provided reports to the Children and Young People's Board, but is not accountable to it. Our LSCB now has an Independent Chair who has attended the Trust Board and will provide regular reports on the quality and effectiveness of local safeguarding and child protection services.

The Director of Children's Services is responsible for ensuring the Independent Chair fulfils the terms of their job description and contract. The relationship between a Local Safeguarding Children Board and a Children's Trust Board is complex:

Chapter 3 of the 2006 Statutory Guidance: Working Together to Safeguard Children states:

3.52 The LSCB should not be subordinate to, or subsumed within, the children's trust arrangements in a way that might compromise its separate identity and independent voice. The LSCB should expect to be consulted by the partnership on issues that affect how children are safeguarded and how their welfare is promoted. The LSCB is a formal consultee during the development of the Children and Young People's Plan.

Lord Laming's Report 'The Protection of Children in England (2009)' recommended the revision of this guidance and draft proposals are currently out for consultation for implementation in April 2010.

The future relationship between LSCBs and Children's Trust Boards has also been addressed in the Apprenticeships, Skills, Children and Learning Act 2009. Statutory Guidance to inform the implementation of the Act is also out for consultation. In summary:

- The Children's Trust Board must link to the LSCB and ensure ongoing direct and regular communication with it. The LSCB is a distinct and separate body with a separate identity and independent voice that has a role to challenge the CTB. It is not subsumed by or subordinate to the CTB.
- The Children's Trust Board will receive an annual report from the LSCB on the effectiveness of safeguarding arrangements locally."

44.26 Councillor McCaffery asked a supplementary question, "Thank you for your very long and very full answer, it stretched to a whole page.

We are, of course, as Councillors aware of the recent, horrendous case where two young boys were attacked by two other young boys and also that in the report of that there were 31 occasions when there was a failure on the part of the council to intervene which might have prevented that attack.

As Councillors we take a strategic direction and importantly decide the budget regarding our children's services. We need to know how well our procedures are working. How will the Local Safeguarding Children Board report to us? I understand from your answer and I welcome the last bullet point that there will be an annual report to CYPT. I would like to know how that report will be communicated to us and all the 54 Councillors and indeed whether that yearly report will be in the public domain?"

44.27 Councillor Brown replied, "I apologise for the long answer but it is quite complicated.

Yes, we will get a yearly report and I am sure it will be open to all Councillors and, I would have thought, to a wider audience but obviously if there is any information that is classified and can't be given out, then we will have to look at it very carefully and until we have the first one it's a bit difficult to say that.

I would just like to say that we are working very closely with the Local Safeguarding Children Board. The Independent Chair has attended the CYPT and explained his roles and responsibilities already. We held a spring Safeguarding Conference that all senior staff, the Independent Chair and myself attended and just a fortnight ago the Chair, the named GP and the named nurse for child protection, a Social Services Manager and myself all attended a Safeguarding Conference arranged by COHSE for all authorities in the south east. I also sit as an observer now on the Local Safeguarding Children Board, so there is close links but it does have to have its separate identity."

44.28 (g) Councillor Mitchell asked,

In his departmental budget report for 2010/11, the Cabinet Member for Environment is proposing a £200,000 cut to the council's Supported Transport budget with effect from April 2010. Given that this would have entailed the formal three month prior notification of contract termination, could the Cabinet Member inform the council as to whether this notification has been served and which bus service contracts and routes will be affected?"

44.29 Councillor Theobald replied,

The city council is mindful of the statutory obligation on the bus operator to give the Traffic Commissioner 56 days notice of any service cancellations. Budget figures are constantly being updated as fresh information becomes available. If indeed the administration proposes any changes to subsidised bus routes then the appropriate documentation will be issued in due course."

44.30 Councillor Mitchell asked a supplementary question, "Thank you very much Councillor Theobald for your response. I have to say that there does seem to be a glimmer of hope maybe in your response that the cuts that were decided at Cabinet may actually be reversed in the same way that we have seen the cuts to the History Centre and Booth Museum reversed, so I do hope that can be the case.

My supplementary question actually relates to the very well used bus route service No 21 extension that goes through the Marina, through Whitehawk, Manor Hill, down to the Open Market, London Road and also enables people to access Brighton Station and City College. That service is currently funded by a Section 106 Agreement which will come to an end in March and I would like to ask Councillor Theobald if he would give assurances today that you will find that additional money within your budget to keep that very valuable service running?"

44.31 Councillor Theobald replied, "I don't think I've got anything to add to what I actually say today, which is budget figures are constantly being updated as fresh information becomes available."

44.32 Councillor Morgan asked a further supplementary question, "Given that Councillor Theobald's recently published parking report states that council subsidised bus routes are funded from parking income, why is he proposing these budget cuts when his Administration made £7m profit from parking last year?"

44.33 Councillor Theobald replied, "I don't think I'm proposing anything here today."

44.34 (h) Councillor Caulfield asked,

In the light of 1) her Scrutiny Committee's examination of the Administration's housing budget proposals last week and 2) comments in Gscene from the Leader of the Labour Group and her housing spokesperson that the LDV is not worth pursuing, could Cllr. Meadows, in her capacity as Chair of the Adult Social Care & Housing Overview & Scrutiny Committee, reassure council members that she, and the rest of the Labour

Group, are fully committed to supporting tenants in ensuring that the LDV is successfully set up this spring?”

44.35 Councillor Meadows replied,

“Neither quotation contained within the Gscene article stated that the LDV is not worth pursuing. I can readily give assurances that the Labour Group remains committed to the principals of a Local Delivery Vehicle and recognise its potential, not only in terms of benefits to tenant’s homes but other uses in the long term.

However, in common with other interested parties, including the other political parties on the council, we reserve the right to question and scrutinise the process as the LDV is set up, in terms of its cost and the achievement of its original objectives.”

44.36 Councillor Caulfield asked a supplementary question, “I do actually disagree with your answer because at Scrutiny last week you did actually us the question: ‘Is the LDV worth pursuing?’. My supplementary to your answer is after his election defeat in 2007 the ex-Labour Council Leader, Simon Burgess, talked about the housing stock transfer debacle in an interview with the ‘Argus’ and I’ve got his quote here. He said, ‘the issue didn’t help with motivation and tenants were left wondering whether they could trust us or not.’

Does Councillor Meadows then think that almost three years later playing politics with the LDV is going to help to restore that trust and can she therefore confirm today, and give us a cast-iron assurance, that both she and the Labour Group will support the LDV proposals at Budget Council next month?”

44.37 Councillor Meadows replied, “I can only say and state that I will give assurances that the Labour Group remains committed to the principles of a Local Delivery Vehicle and recognise its potential, not only in terms of benefits to tenants homes but other uses in the long term. However, as Chair of Adult Social Care & Housing Scrutiny Panel it would be rather remiss of me not to scrutinise any budget proposals.”

44.38 Councillor Peltzer Dunn asked a further supplementary question, “I am grateful for Councillor Meadows and her answer and as she is speaking as Chair of Adult Social Care & Housing Overview & Scrutiny Committee.

Bearing in mind she does say within the first answer to the initial question, I can readily give assurances that the Labour Group remains committed to the principles, etc, etc, could I draw attention to the fact that actually she is replying as the Chair of the Scrutiny Committee and as such would she confirm therefore that a Labour Group Whip was actually in place?”

44.39 Councillor Meadows replied, “I’m sorry, I don’t reply for the Whip.”

44.40 (i) Councillor Davey asked,

Brighton & Hove Buses are justifiably an award winning service provider and the partnership with the city council is often cited as an example of best practice yet,

concerns remain over aspects of the bus service in the city. These concerns include: high prices as recently highlighted by the Office of Fair Trading, a limited service to the outer areas of the city, congestion in the city centre and poor air quality. Could the Cabinet Member for Environment please tell us what he is doing to address these issues?"

44.41 Councillor Theobald replied,

"The Council has no direct control over fare levels as it is a commercial decision for the bus company. Officers and I meet regularly with the bus company to discuss matters of mutual concern."

44.42 Councillor Davey asked a supplementary question, "You say the council has no direct control over buses in the city, however, other local authorities are using powers provided in the Local Transport Act 2008 that give them some control over bus services. Will the Cabinet Member be using similar powers to secure and improve the bus service for the people of Brighton & Hove?"

44.43 Councillor Theobald replied, "I've given you the answer to this particular question. You're actually asking me something completely different. In my view, Madam Mayor, that is not a supplementary to the question that is here."

44.44 (j) Councillor Simson asked,

"As the Council's representative on the Sussex Police Authority, could Cllr. Duncan please tell me how much it has cost to police the last two 'Smash EDO' demonstrations (in May 2009 and January 2010)?"

44.45 Councillor Duncan replied,

Thanks for your question. Final figures for the policing costs incurred during the events you describe are yet to be published: I'm happy to report back, via the Community Safety Forum, when they are. That's likely to be in March this year, when the financial report for the force's budgetary year 2009/10 is completed.

In the meantime, I can report that Sussex Police has incurred costs of approximately £5.1 million in relation to policing politically motivated events in Brighton and Hove during the current financial year, including the Labour Party conference, several multi-denominational 'peace' walks, weekly peace vigils in the city, and the protests, to which your question directly refers, against the role of the Brighton-based EDO-ITT factory in manufacturing weapons components that have reportedly been used by the Israeli military during the unlawful bombing raids in Gaza that killed more than 1400 people in January 2009, many of them civilians.

The protest last May directly cost £370,080; no information is available yet for the cost of policing the January 2010 protest.

In any event, I expect – and have strongly argued at SPA meetings – that the Home Office will meet these costs from general exchequer funds so, in the final analysis, there

will be no budgetary implications for Sussex Police. It has already been agreed that, should the Home Office decide not to meet the costs of policing any or all of these events, such costs will be met centrally – and not from the budget for policing Brighton and Hove.”

- 44.46 Councillor Simson asked a supplementary question, “On his ever informative and fascinating blog Councillor Duncan stated of the ‘Smash EDO’ protests and I quote, ‘in short there has been a complete breakdown of trust between the demonstrators and Sussex Police. None of this is the protestors’ fault. It’s no wonder really that they don’t trust the police. In the past Sussex Police has been seen to be taking sides in the way it has policed ‘Smash EDOs’ regular vigils at the factory.’

Does Councillor Duncan feel that ‘Smash EDO’ are correct in refusing to co-operate with the Police, using this breakdown in trust as a reason, thus incurring additional policing costs and will he take this opportunity to publicly condemn them for their irresponsible attitude?”

- 44.47 Councillor Duncan replied, “Thank you very much for your question. I didn’t quite understand it because there were two ideas roughed up in there, so firstly I will say I will answer them in reverse order.

I won’t take this opportunity to publicly condemn ‘Smash EDO’ protestors’ objectives. Their objectives are to stop a factory which is reportedly making weapons of mass destruction.

I think there has been a breakdown of trust between the police who are responsible for policing the protests and some of the protestors. That’s not a view I’ve come to on my own, that’s the view of the police in a number of the briefings that I’ve had before the protests with them. I think, however, there is some justification for both the Police’s attitude and the protestors’ attitude. It’s not really for me to say whether either the police or the protestors are right, it’s merely for me to report that both the police think the police are right and the protestors think the protestors are right.

We’ve all got a duty to work together for the good of the city to see a factory close down that is promoting these protests.”

- 44.48 Councillor Allen asked a further supplementary question, “Would Councillor Duncan, Brighton & Hove’s sole representative on the Sussex Police Authority and aren’t we lucky, please confirm that the Police Authority regards active participation as a demonstrator in events such as ‘Smash EDO’ as an essential part of on the job training for Members of the Authority and could he confirm that the other Members of the Police Authority, Conservative, Labour and Lib Dem, are as conscientious as he is in their demonstrating duties?”

- 44.49 Councillor Duncan replied, “Thank you for that very informative question. I can confirm that there was one other Member of the Police Authority present at the January demonstration. She is an independently appointed Member of the Police Authority representing the Brighton & Hove area. There is one other representative from this area, also independently appointed, who has not, as far as I am aware, taken part in a protest.

I can't confirm what the police attitude is about whether it's a sensible use of Authority Members' time but I can confirm that I am always encouraged to be playing an active role in the protests and with the police who are taking their position very seriously in delivering the democratically chosen Local Policing Plan which recognises the police's duty to facilitate peaceful protest on our streets."

44.50 (k) Councillor Bennett asked,

"Residents are asking me...Dyke Road is a gateway into Brighton and Hove and sets visitors first impressions of the City. Cars are being parked on the grass verges on the western side causing damage, even though the road is wide enough for cars to be parked correctly; these appear to be overspill cars from nearby parking schemes. How will the council rectify the situation?"

44.51 Councillor Theobald replied,

"Cars have been parking along these verges for several years now and the Council cannot prevent this where there are no yellow lines. Only the Police can take action for obstruction.

In order to prevent vehicles from blocking bus stops, thus causing danger to bus passengers, 24 hour bus stop clearways will shortly be installed. The yellow lines could be extended along Dyke Road, which would protect the verges, but this would lead to more cars parking in the side roads."

44.52 Councillor Bennett asked a supplementary question, "Neighbouring authorities like Eastbourne and Worthing have neat posts installed to protect the grass verges and they work very well. Would it be possible for your department to investigate this option for the city's grass verges?"

44.53 Councillor Theobald replied, "We can investigate any options and certainly I will ask officers to look at it. I mean I do know that stretch of road well and there are posts put there in front of some verges. I sympathise with residents and I understand that when the verges are disturbed... We can look at it but I'm not sure, because there are other areas of the city as well. The city is a big place, 3,000 roads and, unfortunately, it's becoming more common for vehicles to park on verges."

44.54 (l) Councillor Bennett asked,

"The school parking sign outside Lancing Pre Prep has the wrong times for no parking. The school operates at different hours to those displayed; could I please have a date for when the council will amend the sign to the correct hours?"

44.55 Councillor Theobald replied,

"The times displayed on School Keep Clear signs across the city are all the same because they are all subject to the same city-wide Traffic Regulation Order. It was

considered important that the signs are consistent across the city so that Parking Enforcement can be carried out effectively.

Officers have already been in discussion over the matter with Lancing Pre Prep School, and are carrying out an informal consultation to gauge how many other schools would benefit if the No Stopping times were extended or changed. I will be discussing the results of the informal consultation with my colleague the Cabinet Member for Children's Services."

44.56 Councillor Bennett asked a supplementary question, "The signs with the wrong times are more dangerous than no signs outside the school at all. The discussions have been going on about changing these signs for a number of years. Would it please be possible to have a more solid date for when they will be changed?"

44.57 Councillor Theobald replied, "I am actually inclined to agree with the point that Councillor Bennett has made about signs and it's better to have not a sign at all, rather than one giving inaccurate timings for that particular school.

I think we've inherited a situation here where all the signs in the city, as I have said in my initial answer, say the same thing and, of course, there are a few independent schools where the times are different. That is where the informal consultation is going on and once we have received that I will discuss it with the Cabinet Member for Children's Services, because there might well be some other independent schools and if then we took this matter further, as it's possible, there would have to be a full consultation to change the signs to a different time."

44.58 (m) Councillor Bennett asked,

"Will the council commit to work with City Park to ensure maximum use of the car parks to help reduce the problems on local roads by overspill parking?"

44.59 Councillor Theobald replied,

"The council is already working closely with the occupiers of City Park (Legal & General and Lloyds/TSB) to reduce the number of employees travelling to work on their own by car.

Last year, for instance, Legal & General and Lloyds/TSB agreed to work together to promote sustainable travel choices to their employees and produced a joint Travel Plan, a first for Brighton & Hove."

44.60 Councillor Bennett asked a supplementary question, "As the employees at City Park still come by car but park in the surrounding roads causing disruption and distress to local residents, would it not be better for them to use the underused car park and could the officers work with City Park to try and promote this?"

44.61 Councillor Theobald replied, "If there is a car park at City Park belonging to Legal & General and Lloyds TSB and they obviously own those car parks, if you're telling me

that that car park is regularly empty then certainly we'll talk to Lloyds and to Legal & General. I mean we are already working with them on sustainable travel choices. They run a lottery for instance and the winning people are on that lottery get a car parking space for the next two weeks. I mean those are the sorts of illustrations that I've been informed about but if you are telling me that there are car parking spaces regularly empty there then that's something I will certainly ask officers to have a word with."

44.62 Councillor Hyde asked a further supplementary question, "I'm in no doubt that the misguided planning policy of car-free development has contributed significantly to the problem of overspill and parking on local roads across the whole city over the last five years. I remember the Legal & General coming to committee before I was Chair and I said that there had been many problems but, of course, it wasn't listened to. Would Councillor Theobald therefore agree with me that the recent reinstatement of that policy in the Core Strategy by the rainbow coalition, which, of course, is Labour, Lib Dem and the Greens, was irresponsible and contrary to the wishes of the vast majority of residents of the city."

44.63 Councillor Theobald replied, "Yes."

45. REPORTS OF THE CABINET, CABINET MEMBER MEETINGS AND COMMITTEES.

(a) Callover

45.1 The following items on the agenda were reserved for discussion:

- Item 46 - Students in the Community – Scrutiny Review Panel Report;
- Item 47 - Procurement of a Brighton & Hove GP-Led Health Centre – Scrutiny Panel Report;
- Item 48 - Older People and Community Safety – Scrutiny Panel Report;
- Item 49 - Licence Fees 2010/11;
- Item 50 - Community Safety, Crime Reduction and Drugs Strategy 2008-2011;
- Item 51 - 12-Month Review of the Constitution.

(b) Receipt and/or Approval of Reports

45.2 The Head of Democratic Services confirmed that Item No's. 46 to 51 inclusive had been reserved for discussion.

(c) Oral Questions from Members

45.3 The Mayor noted that there were no oral questions.

46. STUDENTS IN THE COMMUNITY - SCRUTINY REVIEW PANEL REPORT

- 46.1 Councillor Meadows introduced the report which detailed the findings of the Adult Social Care & Housing Overview & Scrutiny Committee's Scrutiny Review Panel which looked at the issues relating to the growing number of students in the city and their impact on communities.
- 46.2 Councillor Wrighton stated that she fully supported the report and noted that the Panel's recommendations had taken some time to be considered by the Cabinet and welcomed the additional response from the Local Strategic Housing Partnership.
- 46.3 Councillor Caulfield welcomed the report but was disappointed that a number of the recommendations had focussed on environment and planning matters and had not addressed matters such as the change of use of family homes into student accommodation. She hoped that such matters would be taken up by the Strategic Housing Partnership.
- 46.4 Councillor Mears stated that she felt it was important to recognise the work of Dr. Smith from Brighton University with the Housing Partnership and that the Panel's recommendations were being taken forward.
- 46.5 Councillor Randall welcomed the report but queried whether the Housing Partnership's work was having any real effect in certain wards such as his own. He believed the use of homes and the failure of landlords to look after their properties contributed to the problem and hoped that further work with the universities could be undertaken to encourage better use of the Halls of Residence and an understanding of the needs of local communities.
- 46.6 Councillor Theobald offered his congratulations to the Members of the Review Panel on an excellent report and noted that the recommendations linked to the Environment Directorate had been implemented.
- 46.7 Councillor Meadows thanked the Members for their comments and stated that the Panel had to complete its task and therefore had not been able to look at all aspects involving the impact of students. She believed that there was a need to work with the universities and to consider how affordable accommodation for students could be provided, whilst recognising the demand for family homes etc.
- 46.8 The Mayor noted that the report was before council for noting and asked that it be noted.
- 46.9 **RESOLVED:** That the report be noted.

Refreshment Break

- 46.10 The Mayor stated that in view of the time and in wishing to give the opportunity for a full debate on the next item, she proposed to adjourn the meeting for the refreshment break.
- 46.11 The meeting was then adjourned at 6.25pm.

46.12 The Mayor reconvened the meeting at 6.55pm.

**47. PROCUREMENT OF A BRIGHTON & HOVE GP-LED HEALTH CENTRE: -
SCRUTINY REVIEW PANEL REPORT**

- 47.1 Councillor Alford introduced the report of the Health Overview & Scrutiny Committee's Scrutiny Review Panel into the issue of the procurement of a Brighton and Hove GP-Led Health Centre. Councillor Alford noted that the Panel's recommendations related to local NHS procurement and therefore the response had been made by the NHS Brighton & Hove. He also wished to place on record his thanks to the officers in supporting the Panel and helping to produce the final report.
- 47.2 Councillors Kitcat and Allen welcomed the report and noted that the Panel's remit had been very narrow but had produced a number of recommendations which had been accepted by the NHS. Councillor Allen also wished to record his thanks to the Scrutiny Support Officer.
- 47.3 Councillor Peltzer Dunn welcomed the report and noted the positive response received from the Chief Executive of the NHS.
- 47.4 The Mayor noted that the report was before council for noting and asked that it be noted.
- 47.5 **RESOLVED:** That the report be noted.

**48. OLDER PEOPLE AND COMMUNITY SAFETY - SCRUTINY REVIEW PANEL
REPORT**

- 48.1 Councillor Marsh introduced the report of the Environment & Community Safety Overview & Scrutiny Committee's Scrutiny Review Panel into Older People and Community Safety. Councillor Marsh noted that a number of the recommendations had been taken board and actioned and welcomed the executive's response. She also wished to place on record her thanks to the officers involved in the review process and the Scrutiny Support Officer.
- 48.2 Councillor Kennedy welcomed the report and stated that she had been pleased to see the issue taken forward in such a way. She also wished to place on record her thanks to the officers involved.
- 48.3 Councillor Simson stated that the report had been presented at the Community Safety Forum which had commented on how good a report it was. She stated that the recommendations would be taken forward and was certain the Community Safety Forum would monitor their implementation.
- 48.4 Councillors commented on the various findings of the report and expressed their support and hope that the implementation of the recommendations would make a difference to the lives of Older People.

48.5 Councillor Marsh thanked the Members for their comments.

48.6 The Mayor noted that the report was before Council for noting and moved that it be noted.

48.7 **RESOLVED:** That the report be noted.

49. LICENCE FEES 2010/11

49.1 Councillor Cobb introduced the report which set out the proposed fees and charges for 2010/11 relating to the range of services covered by Environmental Health and Licensing. She also noted that there was a Green amendment to the recommendations and stated that the Conservative Group were happy to accept it.

49.2 Councillor Kitcat moved the Green Group amendment which would freeze certain charges.

49.3 Councillor Randall formerly seconded the amendment.

49.4 The Mayor then put the amendment to the vote which was carried and therefore put the recommendations as amended to the vote.

49.5 **RESOLVED:** That the Fees and Charges within the schedule at Appendix A to the report subject to the following amendments be approved:

- (i) The penultimate sentence of paragraph 3.2 of the report to read, "It is also proposed to freeze the Street Trading charges;"
- (ii) The first sentence of paragraph 3.8 to read "It is proposed to freeze sex establishment fees, street trading fees and maintain taxi licence fees.;" and
- (iii) To amend Appendix A to replace all references of 10% Street Trading Fees increases with 0%.

Note: Councillors Elgood, Kemble, Mears and Wells having declared a personal and prejudicial interest in the item had withdrawn from the meeting and took no part in the debate or vote thereon.

50. COMMUNITY SAFETY, CRIME REDUCTION AND DRUGS STRATEGY 2008 -2011

50.1 Councillor Simson introduced the report which sought approval of the priorities within the Community Safety, Crime Reduction and Drugs Strategy 2008-11 and to the action plans for the delivery of those priorities. She noted that the Cabinet had agreed the Strategy and action plans and recommended that they be approved by the council.

- 50.2 Councillor Mitchell welcomed the report and stated that it was the culmination of excellent partnership working and wished to thank the officers concerned for bringing it forward.
- 50.3 Councillor Elgood welcomed the report and stated that he felt it was the best report that he had seen as a councillor. He hoped that it would be implemented and that the strategy would be taken to the various Local Action Teams (LATs) for sign –up.
- 50.4 Councillor Duncan echoed the comments and stated that the Green Group fully supported the aims of the strategy.
- 50.5 Councillor Simson thanked the Members for their comments and stated that she hoped the strategy would be refreshed annually so that certain issues could be raised as priorities. She accepted that the strategy’s implementation was an important factor and would seek to ensure its success.
- 50.6 The Mayor noted that the recommendations had been moved which she put to the vote and were carried.
- 50.7 **RESOLVED:** That the Community Safety, Crime Reduction and Drugs Strategy 2008-11, the priorities within the strategy, together with the action plans for the delivery of those priorities be approved.

51. 12-MONTH REVIEW OF THE CONSTITUTION

- 51.1 Councillor Oxley introduced the report which detailed the outcome of the 12-month review of the Constitution and put forward proposals for amendments to the Constitution. Councillor Oxley wished to place on record his thanks to the officers involved in the review process and for putting together the various amendments resulting from the consultation exercise. He noted that both the Governance Committee and the Cabinet had agreed the respective recommendations that fell under their responsibilities and that the intention would be for all the changes to come into effect on the day after the Annual Council Meeting in May.
- 51.2 Councillor Oxley also noted that there was a Green amendment to the recommendations and stated that he could not accept them. Whilst the transition from the committee system to the Leader and Cabinet model had been a complex one, he believed it had retained the aims of openness and transparency and therefore should be maintained as far as possible, whilst taking into account the proposed amendments.
- 51.3 Councillor Taylor stated that the Green Group welcomed the report and the changes being proposed, but felt that they did not necessarily go far enough and the amendment sought to go a step further. It was felt that the number of Cabinet Member Meetings could be reduced with the loss of the Enterprise, Employment & Major Projects and Culture, Recreation & Tourism CMM’s. In the long-term the CMM’s for Environment and Housing would also be cut and all business transacted at Cabinet meetings. It was also felt that the Environment & Community Safety Overview & Scrutiny Committee should be split into two, with a separate Community Safety Overview & Scrutiny Committee created. The current remit of the committee was too large and this change would

enable a more effective overview & scrutiny process to be established. He therefore formerly moved the amendment.

- 51.4 Councillor Randall formerly seconded the amendment.
- 51.5 Councillor Elgood welcomed the report and stated that he fully supported the proposed amendments and hoped that further consideration would be given to enabling neighbourhood decision-making to become a reality. He also suggested that consideration should be given to the re-establishment of an Equalities Forum, which had been successful in the past and would compliment the Community Safety Forum.
- 51.6 Councillor Mitchell welcomed the report and stated that she felt the consultation exercise had been very constructive and the proposed amendments would provide benefits for those involved in the democratic processes of the council. However, she could not support the Green amendment which did not appear to have provided for the resource implications if were to be approved and therefore it would be better to consider the proposals as part of another review.
- 51.7 Councillor Simson stated that she was surprised by the Green amendment and queried how the Community Safety Form (CSF), was expected to operate if a Community Overview & Scrutiny Committee was established. She believed the CSF provided an excellent means of engaging with groups and partners and a means of reviewing issues etc. She also noted that the City Inclusion Forum had been established and suggested that it held a wider remit than an Equalities Forum and therefore there was not a need to have a separate Equalities Forum.
- 51.8 Councillor Oxley noted the comments and stated that he believed it was important to maintain a process that was open and transparent. The CMM's were part of that process and as such should be retained as they offered the public the opportunity to see how and when decisions were being made and to hold those decisions to account. He felt that the Green amendment had not been thought through and failed to account for the resource implications and therefore should not be accepted. The proposed amalgamation of the Central Services and Finance CMM's into the Cabinet was a logical one in view of the corporate nature of the business they were responsible for. However, the remaining CMM's were necessary and should remain. He was unclear as to why there was a need for an extra overview & scrutiny committee and what the role of the CSF would be under such a structure. He therefore wished to move the recommendations of the report and to oppose the Green amendment.
- 51.9 The Mayor noted that an amendment had been moved and put it to the vote which was lost.
- 51.10 The Mayor then put the recommendations to the vote which were carried.
- 51.11 **RESOLVED:**
- (1) That the proposals for amendments to the Constitution to be effective from the day after the Annual Council Meeting in May 2010, as set out in recommendations 8 and 13 in the body of the report be approved; and

- (2) That the Head of Law be authorised to make any necessary amendments to the Constitution to reflect the above recommendations and those of the Cabinet and Governance Committee.

52. NOTICES OF MOTION.

(a) Support Fairtrade in the City

- 52.1 The Notice of Motion as detailed in the agenda was proposed by Councillor Mitchell and seconded by Councillor Davis.
- 52.2 Councillor Cobb moved an amendment, seconded by Councillor Kemble, which was accepted by Councillor Mitchell.
- 52.3 The Mayor then put the following Notice of Motion as amended to the vote:

“In 2009 the Fairtrade Foundation celebrates its 15th Anniversary as Brighton celebrates being the UK’s first Fairtrade town over 13 years ago.

Seven in 10 households purchase Fairtrade goods, including an extra 1.3 million more households in 2008, helping Fairtrade sales reach an estimated £700m in 2008, a 43% increase on the previous year. There are over 460 producer organisations selling to the UK and 746 to the global Fairtrade system, representing more than 1.5 million farmers and workers.

Over 4,500 products have been licensed to carry the Fairtrade Mark including;

coffee, tea, herbal teas, chocolate, cocoa, sugar, bananas, grapes, pineapples, mangoes, avocados, apples, pears, plums, grapefruit, lemons, oranges, satsumas, clementines, mandarins, lychees, coconuts, dried fruit, juices, smoothies, biscuits, cakes & snacks, honey, jams & preserves, chutney & sauces, rice, quinoa, herbs & spices, seeds, nuts & nut oil, wines, beers, rum, confectionary, muesli, cereal bars, yoghurt, ice-cream, flowers, sports balls and cotton products including clothing, homeware, cloth toys, cotton wool, olive oil and beauty products.

In June this year, the Fairtrade Foundation announced the first cosmetic products to carry the Fairtrade Mark in the UK.

Businesses in Brighton and Hove will be stocking these products . 57 new Fairtrade products will contain one or more Fairtrade certified ingredient such as cocoa butter, shea nut butter, sugar or brazil nut oil, benefiting disadvantaged producers from countries in Africa, Asia and Latin America.

This Council recognises that introducing Fairtrade labelling to cosmetic products will increase the overall number of Fairtrade products in UK shops and the volumes of ingredients which producers are able to sell under Fairtrade terms, which in turn increases the benefits back to farmers.

- (1) This Council calls upon the Cabinet to consider the Council's responsibility as a guiding force in local businesses to encourage the use of Fairtrade products in business and also to the City's residents through the following;
 - Reaffirming its commitment to Fairtrade and ensuring that the City will continue to be classified as a 'Fairtrade City.'
 - Being a leading example to the City and where appropriate, ensuring that only Fairtrade products are served and sold on Council premises, such as fruit, fruit juices, soaps, jams, teas and coffees.
 - Publicising its Fairtrade policy and practice via City News and the Council's website.
- (2) That the Chief Executive write to the Managers of Boots (North Road) and Neil's Yard as local businesses that have chosen to stock the new Fairtrade products, welcoming their decision to stock more Fairtrade products locally; and
- (3) That the Chief Executive writes to the Secretary of State for International Development, renewing this City's commitment to Fairtrade and welcoming the almost £2 million dedicated to Fairtrade Foundation since 1997 out of £12 million to fair and ethical trade initiatives and the £400 million for Aid for Trade which helps developing countries build their trade capacity."

52.4 **The motion was carried.**

(b) Support Consideration of a New Co-Operative Trust Primary School for Hove

52.5 The Notice of Motion as detailed in the agenda was proposed by Councillor Davis and seconded by Councillor Hawkes.

52.6 Councillor Brown moved an amendment, seconded by Councillor Alford, which was accepted by Councillor Mitchell.

52.7 The Mayor then put the following Notice of Motion as amended to the vote:

"Co-operative Trust Schools are becoming an increasingly popular way of raising school standards through developing partnerships, helping to engage the local community and strengthening the curriculum through the shared co-operative values of self help, self responsibility, democracy, equity and community solidarity. They can help raise aspirations and standards, ensure that parents have more choice of good local schools and have a greater say in the running of their schools through better democratic participation.

There are now 240 Co-op Trust schools operating in the UK with five Primary Schools in Doncaster being included within the Trust Schools Programme in October 2009, supported by Government funding to become established. The Trust School model is flexible, allowing schools and their governing bodies to build a Trust that meets their specific needs.

This council therefore calls on the Cabinet Member for Children and Young People to:

- (1) Recognise that the Co-operative Trust School model incorporates values and principles that would benefit children, parents and communities in the city;
- (2) Commits to giving serious consideration to a range of potential providers, including the Co-operative Trust, when seeking to provide a new Primary School in Hove; and
- (3) Considers how the Co-operative Trust School Programme could generally enhance cross-sector educational provision in Brighton and Hove, particularly in respect of poorly performing schools.”

52.8 The motion was carried.

(c) High Pay Commission

52.9 The Notice of Motion as detailed in the agenda was proposed by Councillor Randall and seconded by Councillor Kitcat.

52.10 Councillor Allen moved an amendment, seconded by Councillor Hamilton, which was accepted by Councillor Randall.

52.11 The Mayor then put the following Notice of Motion as amended to the vote:

“This council recognises that the pay gap between high earners and the rest of society, particularly those on low incomes, is unfair, unsustainable and damaging to social cohesion.

It also recognises that inflated bonus payments and other rewards in the banking and financial sector fuelled the risk-taking that nearly brought down the world economy and triggered the recession.

Furthermore, it believes the unfair and unjustifiable gap between high and low earners is not restricted to the private sector and that pay differentials in local government and other public services are unacceptable and should also be addressed.

This council notes the campaign launched by the pressure group Compass for the establishment of a High Pay Commission.

At the same time this council acknowledges the action taken by the government to tackle the excess bonus culture, welcoming in particular the announcement by the Chancellor of the Exchequer in his Pre-Budget statement that there will be a 50% levy on bank bonuses above £25,000 and that over half of additional revenue will be raised from the wealthiest 2% of the population.”

52.12 The motion was carried.

(d) Protecting Neighbourhood Policing Services in Brighton and Hove

- 52.13 The Notice of Motion as detailed in the agenda was proposed by Councillor Duncan and seconded by Councillor Taylor.
- 52.14 Councillor Simson moved an amendment, seconded by Councillor Theobald, which was not accepted by Councillor Duncan.
- 52.15 Councillor Morgan moved an amendment, seconded by Councillor Meadows, which was accepted by Councillor Duncan.
- 52.16 The Mayor noted that the amendment moved by Councillor Simson had not been accepted by Councillor Duncan and therefore put the proposed amendment to the vote, which was carried.
- 52.17 The Mayor noted that in moving her amendment, Councillor Simson had indicated that she was happy to accept the amendment moved by Councillor Morgan.
- 52.18 The Mayor then put the following Notice of Motion as amended to the vote:

“Both crime and, crucially, fear of crime, are falling in Brighton and Hove.

This is, in large part, due to the model of neighbourhood policing that has been adopted by Sussex Police, and, in particular, the engagement of both PCSOs and police officers with community groups and LATs across the city. Since 2007 the number of PCSOs and police officers patrolling the city has risen.

This Council believes:

1. That residents of the city want to see more, not less, community-led policing in their neighbourhoods;
2. That the Government should find the necessary funding from appropriate sources to increase the budget allocated to Sussex Police in 2010/11 and coming years;
3. That any cuts Sussex Police are forced to make should not lead to any reduction in the numbers of staff and officers employed to serve the city of Brighton and Hove – or the partnership work with this council, LATs or any other community groups.

This Council therefore resolves:

1. To ask the Chief Executive to write to the city’s three MPs urging them to put pressure on Government to ensure additional funds are available to Sussex Police to ring-fence neighbourhood policing in Brighton and Hove;
2. To ask the Chief Executive to write to the Chief Constable of Sussex, Martin Richards QPM, and the Chairman of Sussex Police Authority, Laurie Bush, asking them to ensure there are no cuts to the numbers of police staff or officers delivering neighbourhood policing in Brighton and Hove; and

3. To place on record its thanks to Sussex Police for all the force's efforts to improve community safety in the city, especially the force's decision to open a new public-facing police station in Hollingbury last year, and the way police staff and officers have engaged with partnership work, both with this Council and the network of LATS representing neighbourhoods across the city.
4. To ask the Council's sole representative on the Sussex Police Authority to relay to his fellow members the Council's view that the proactive use of Anti-Social Behaviour Orders and a tough stance against benefit fraud has had a significant positive effect on reducing both "crime and, crucially, the fear of crime" in Brighton & Hove."

52.19 **The motion was carried.**

(e) Responsible Licensing

52.20 The Notice of Motion as detailed in the agenda was proposed by Councillor Fryer and seconded by Councillor West.

52.21 Councillor Cobb moved an amendment, seconded by Councillor Simson, which was accepted by Councillor Fryer.

52.22 Councillor Lepper moved an amendment, seconded by Councillor Morgan, which was accepted by Councillor Fryer.

52.23 The Mayor then put the following Notice of Motion as amended to the vote:

"This council notes that:

Nationally there are over 200,000 hospital admissions related to alcohol each year, of which 20,000 are under the age of 18.

Brighton & Hove has a serious problem with excessive alcohol consumption in people of all ages, with over 2,000 hospital admissions per year related to alcohol.

According to Sussex Police, five children a week, on average, are hospitalised in Brighton and Hove owing to alcohol abuse - a staggering ten times higher than the national average.

Brighton & Hove PCT has recognised and is targeting the need to reduce hospital related admissions due to alcohol consumption.

In the published 2008 report of Brighton and Hove's Director of public Health Dr Tom Scanlon reported that the negative health impacts of alcohol use by children and young people are worsening in the city.

Furthermore, organisations such as Alcohol Concern have found that the average amount of pocket money young people receive would enable them to buy 57 units of alcohol per week.

The recent scrutiny 'Reducing Alcohol related harm to children and young people' recognised the correlation between a lower price of alcohol and off-sales purchasing with higher rates of alcohol consumption.

70 per cent of all alcohol supplied in the UK is sold by supermarkets where most alcohol is the cheapest.

A great deal of anti-social behaviour is associated with people drinking on the street, i.e. drinking alcohol purchased from off-licenses rather than pubs and clubs where the alcohol is consumed on-site.

Deliberately selling alcohol at a loss, known as 'loss leaders' encourages people to purchase alcohol in off-licenses where it is virtually impossible for the licensee to have any control over its consumption.

Earlier this year a Sussex Police and Sussex Police Authority issued a joint statement calling for a ban on volume-related alcohol discounts in pubs and called for '2 for 1' deals to be scrapped in favour of lowering drinks prices across the board. The statement, a response to the Government's consultation of revisions to its Code of Conduct for Alcohol Retailers, also called for a ban on 'loss leaders' - the practise of alcohol being sold for less than it costs retailers - especially in supermarkets.

Therefore this Council requests the Chief Executive to write to Gerry Sutcliffe, the Minister for Alcohol Licensing, calling for:

- a) A ban on the practice of selling alcohol at a cost which is lower than the cost price for the licensee; and
- b) A ban on the practice of drinks promotions such as '2 for 1' and 'Happy Hour' which encourage people to consume more alcohol and at a faster rate than they would otherwise have done
- c) A thorough overhaul of the Licensing Act 2003 including giving councils the power to (i) make it easier to remove licences from any premises which are continually causing problems, in particular, those found selling alcohol to children; and (ii) charge more for late night licences to pay for additional policing.

Furthermore it calls on:

- a) the Licensing Committee to draw up a list of 'best practice' which takes into account the recommendations of the 'Reducing Alcohol related harm to children and young people' scrutiny and looks into ways of publicly recognising and rewarding responsible licensees who follow best practice, in a similar way to its successful 'Scores-on-the-Doors' scheme;

- b) The Cabinet to consider how planning policy and enforcement could be more effectively used to supplement the existing licensing powers to control the availability of alcohol through licensed premises in the City and to bring forward a report as a matter of priority.”

52.24 The motion was carried.

(f) Van Dwellers in Brighton and Hove

52.25 The Notice of Motion as detailed in the agenda was proposed by Councillor Mears and seconded by Councillor Theobald.

52.26 Councillor Wakefield-Jarrett moved an amendment, seconded by Councillor Fryer, which was accepted by Councillor Mears.

52.27 Councillor McCaffery moved an amendment, seconded by Councillor Mitchell, which was accepted by Councillor Mears.

52.28 The Mayor then put the following Notice of Motion as amended to the vote:

“This Council notes the growing number of “van dwellers” on the City’s roads. The only other cities in the U.K. with similar levels of lived in vehicles are Bristol and Blackpool.

This Council notes that van dwellers do not generally meet the legal definition of gypsies and travellers and in the main, have expressed a desire to remain in Brighton & Hove.

This Council considers that the legal measures available to deal with the problem of van dwellers are both cumbersome and inadequate.

Therefore, this Council resolves:

To ask the Chief Executive to write to the Secretary of State for Communities and Local Government asking him to recognise the unique nature of the van dwelling and to request that councils be required to undertake a survey of the accommodation needs of “van dwellers” and report to the government accordingly, in order for policies to be established to enable councils to address their particular accommodation needs.”

52.29 The motion was carried.

(g) Sussex University – Cuts to Jobs and Services

52.30 The Notice of Motion as detailed in the agenda was proposed by Councillor Randall and seconded by Councillor Kennedy.

52.31 Councillor Kemble moved an amendment, seconded by Councillor Hyde, which was put to the vote by the Mayor and lost.

52.32 Councillor Elgood moved an amendment, seconded by Councillor Watkins, which was accepted by Councillor Randall.

52.33 The Mayor then put the following Notice of Motion as amended to the vote:

“Nearly 50 years after it was established, the University of Sussex is a leading teaching and research institution. In the 2009 Times Higher Education University World Rankings, Sussex was ranked in the top five per cent of all universities worldwide.

University of Sussex staff and students play an integral role in Brighton and Hove, contributing to the city’s economy, culture and vibrant atmosphere. The entire student community makes up roughly ten per cent of the population and brings in around £250 million to the regional economy annually.

This council notes:

The University of Sussex has revealed plans to cut spending by £5 million during the next academic year, achieved through job losses, course closures and department restructuring.

Proposed changes include:

- a reduction of 24 posts in Life sciences, 13 posts in Informatics, 5 posts in English, 3 in History, Art History and Philosophy and 62 posts in Professional support services including 5.5 Student Advice posts;
- closing Unisex, a tripartite project involving the Universities of Sussex and Brighton and the local NHS Primary Care Trust, that provides support and advice for students concerning sexual health, HIV & Aids, Drugs and Alcohol;
- potentially closing the campus crèche and nursery, which is used by more than 80 staff and 20 students.

This council believes:

- The proposed plans will have a negative impact on staff and students alike;
- In the longer term the cuts could reduce the critical role the university plays in supporting and helping to develop the city’s economy and prosperity;
- Reducing student support services is a particularly damaging option.

Therefore, this council

- (1) Instructs the Chief Executive to write to the Vice Chancellor of the University of Sussex informing him of our concern and asking him and his colleagues to reconsider the proposals; and
- (2) In communicating these views, this council also calls on the University of Sussex to consider accepting the proposal made by the trade union UCU who adopted a

resolution to present an alternative solution (with equivalent savings) to the University management. This proposes additional offers of part time working instead of redundancy, albeit to a greater number of people. It would have the distinct advantage of retaining the skills within the University, avoiding large numbers of redundancy payments, and putting the University in a position where it can grow faster in better economic times. It could also avoid industrial action which will impact negatively on teaching and research as well as the University's reputation."

52.34 The motion was carried.

The meeting concluded at 10.45pm

Signed

Chair

Dated this

day of

BRIGHTON & HOVE CITY COUNCIL**COUNCIL****4.30pm 25 FEBRUARY 2010****COUNCIL CHAMBER, BRIGHTON TOWN HALL****MINUTES**

Present: Councillors Mrs Norman (Chairman), Peltzer Dunn (Deputy Chairman), Alford, Allen, Barnett, Bennett, Brown, Carden, Caulfield, Cobb, Davey, Davis, Drake, Duncan, Elgood, Fallon-Khan, Fryer, Hamilton, Harmer-Strange, Hawkes, Hyde, Janio, Kemble, Kennedy, Kitcat, Lepper, Marsh, McCaffery, Meadows, Mears, Mitchell, Morgan, K Norman, Older, Oxley, Phillips, Pidgeon, Randall, Rufus, Simpson, Simson, Smart, Smith, Steedman, Taylor, C Theobald, G Theobald, Turton, Wakefield-Jarrett, Watkins, Wells, West, Wrighton and Young.

PART ONE**53. STATUTORY OR VOLUNTARY DISCLOSURE BY COUNCILLORS OF INTERESTS IN MATTERS APPEARING ON THE AGENDA.**

- 53.1 Councillor Simpson declared a personal and non-prejudicial interest in Item 55, in respect of the Green Group's amendment No.1 as she was employed by Age Concern, and in regard to the fact that she was a member of the Brighton and Hove Seaside Homes LDV Board.
- 53.2 Councillor Mears declared a personal and non-prejudicial interest in Item 55 in relation to the Capital Investment Programme and the Open Market.
- 53.3 Councillors Harmer-Strange, Wells and Randall declared a personal and non-prejudicial interest in Item 55 as members of the Brighton and Hove Seaside Homes LDV Board.

54. MAYOR'S COMMUNICATIONS.

- 54.1 The Mayor reported that under Section 30(6) of the Local Government Act 1992 the Council had a duty to set the Council Tax by 11 March 2010. A failure to set a tax did not then in itself invalidate the tax demands but it had other adverse consequences including the potential loss of income to the Council. One significant practical implication was that the contractor who printed and sent out the Council Tax bills had a slot booked to process the City Council's bills and a delay in setting the Budget could have significant implications in this respect.

- 54.2 The Mayor invited the Monitoring Officer to draw council's attention to some of the key points in the procedural note that had been circulated.
- 54.3 The Monitoring Officer noted that the procedure agreed for the budget debate enabled the Administration to outline its budget proposals and for the various Groups to put forward up to six amendments. He reminded the council of the need to set a balanced budget and whilst there was a situation of no overall control, he noted that Members had both a collective and individual responsibility to ensure that the process allowed for the setting of a balanced budget. He also noted that should any of the amendments put forward be approved, there may then be a need to adjourn the meeting to enable the Director of Finance & Resources to clarify the impact on the overall budget position.
- 54.4 The Mayor stated that there would not be a formal call over as she was aware that Members wished to discuss all three items under the Cabinet's proceedings. She also noted that a procedural note in relation to the Budget debate had been circulated, which she hoped Members would find helpful. In this respect she stated that it was intended that the General Fund Revenue Budget and Council Tax 2010/11, the Supplementary Financial Information report, the Capital Resources and Capital Investment Programme and the Housing Revenue Account Budget would be taken together in the one debate.
- 54.5 The Mayor outlined the process for the debate and asked that in moving the Budget and the amendments, the Member concerned should give an indication of their Group's position in respect of the various amendments that had been notified to enable proper space for debate on the issues of contention. She stated that following the conclusion of the general debate, she would then take votes on each amendment and finally on the substantive proposals as proposed or as amended. She noted that there would be three separate votes on the substantive proposals, i.e. Item 55(a) together with Item 55(b), then Item 55(c) and finally Item 55(d).
- 54.6 The Mayor then advised the council that Procedural Rules would need to be suspended in so far as was necessary to enable the business under Item 55(a-d) on the agenda to be dealt with as set out in the procedural note and moved the suspension accordingly.
- 54.7 **The Motion was carried.**
- 55. TO CONSIDER THE REPORTS AND RECOMMENDATIONS OF THE CABINET OF THE 11 FEBRUARY 2010 IN RESPECT OF:-**
- 55.1 **(A) General Fund Revenue Budget and Council Tax 2010/11**
(B) Supplementary Financial Information for Budget Council
(C) Capital Resources and Capital Investment Programme for 2010/11
(D) Housing Revenue Account Budget 2010/11
- 55.2 The Mayor referred to the procedural note that had been circulated and stated that she would first call upon Councillor Mears to move and Councillor Young to second the recommendations en bloc on all three Budget items as put forward by the Administration, together with the Conservative Group's amendment. Councillor Mears would have unlimited time and Councillor Young would be limited to 5 minutes.

- 55.3 She would then call Councillor Hamilton and Councillor Mitchell to formally move and second the Opposition Group's amendments en bloc. Councillor Hamilton would have unlimited time and Councillor Mitchell would be limited to five minutes.
- 55.4 She would then call on Councillor Taylor and Councillor Randall to move the Green Group's amendments en bloc. Councillor Taylor would have unlimited time and Councillor Randall would be limited to 5 minutes.
- 55.5 She would then call on Councillor Elgood and Councillor Watkins to move the Liberal Democrat Group's amendments en bloc. Councillor Elgood would have unlimited time and Councillor Watkins would be limited to 5 minutes.
- 55.6 The Mayor stated that following the moving and seconding of the various motions, she would open the matter to general debate where all councillors could speak either to the Administration's budget and/or the amendments.
- 55.7 The Mayor stated that following the general debate the council would then be asked to vote on the Conservative Group amendment, the Labour Group's 5 amendments in turn, the Green Group's 5 amendments in turn and finally on the Liberal Democrat Group's 2 amendments in turn.
- 55.8 The Mayor stated that following the voting on each Group's amendments she would call on the Director of Finance & Resources to outline the impact on the Budget before proceeding to the next set of amendments. Once voting had been completed and the Director of Finance & Resources had clarified the budgetary position, she would then put the substantive motions (as amended as appropriate) to the vote. There would be separate votes on items 55(a) taken with 55(b), and then 55(c) and 55(d).
- 55.9 The Mayor also noted that except as otherwise stated all Members would be limited to speaking for 5 minutes each unless an extension was granted.
- 55.10 The Mayor then called on Councillors Mears and Young to move the Administration's budget and the Conservative Group's amendment.
- 55.11 Councillor Mears thanked the Mayor and moved the Conservative Administration's budget as listed in the agenda, along with the amendment as detailed in the addendum papers. She noted that the budget was being put forward in what was a difficult economic climate and was pleased to be able to present a budget with the lowest rise in council tax of 2.5%. She wished to thank the officers involved in the budget process and also her Cabinet Members. She felt that this was the toughest of the three budgets the Administration had faced during their term of office and was driven by three key principals i.e. to keep council tax down, value for money and to protect and improve front-line services. She was confident that the budget before the council met these principals and put the council on a firm financial footing.
- 55.12 Councillor Mears referred to the proposed amendments and stated that the Conservative Group were supportive of the Labour Group's amendment No.1, the Green Group's amendment No.1 and the Liberal Democrat Groups amendments No's. 1 and 2.

- 55.13 Councillor Young formally seconded the Conservative Administration's budget and the Conservative Group's amendment. She noted that the work undertaken in the previous year had laid the foundations for the budget proposals before the council and that the long-term strategy was to reduce the level of council tax increase for future years. She would continue to work with officers to maintain a firm financial footing for the council and invest in front-line services. She also wished to thank the officers involved in bringing the budget report forward and her colleagues in developing the proposals that were before the council.
- 55.14 Councillor Hamilton moved the Labour Group's five amendments as detailed in the addendum which had been circulated prior to the start of the meeting. He also wished to add his thanks to the finance officers who had helped with the budgetary process and the development of the proposed amendments. He welcomed the Leader's acceptance of the Labour Group's amendment No.1 but questioned the level of reserves that were being maintained at a time when investment in service provision was required. He believed that further action could have been taken to secure services and staff and expressed concern over the level of cuts being implemented that directly affected the most vulnerable groups in society.
- 55.15 Councillor Mitchell formally seconded the Labour Group's five amendments and stated that the Group would be supporting the Green Group's amendment No.1 and the Liberal Democrat Group's amendments No's.1 and 2. She also welcomed the Leader's willingness to accept one amendment from each of the opposition groups. In terms of the Labour Group's other amendments she hoped that they could be supported as they provided for investment in areas that would benefit the city.
- 55.16 Councillor Taylor moved the Green Group's five amendments as detailed in the addendum which had been circulated prior to the start of the meeting. He noted that a revised Amendment 2 had been circulated. He believed the opposition groups had missed an opportunity to influence the nature of the budget and stated that the amendments put forward by the Green Group sought to maintain services and focus the need for cuts elsewhere. He wished to add his thanks to the officers concerned and hoped that the amendments proposed would be given consideration as they aimed to improve the quality of life for residents and address issues such as lowering the city's carbon footprint.
- 55.17 The Mayor sought clarification from Councillor Taylor that in moving the amendments he was referring to the Green Group's revised Amendment No.2 which had been circulated separately prior to the meeting.
- 55.18 Councillor Taylor confirmed that he had wished to move the revised Amendment No.2 as circulated.
- 55.19 Councillor Randall formally seconded the Green Group's five amendments and stated that he believed the Administration's budget was placing the council as a hostage to fortune. He did not believe that the economies anticipated would be achieved and that the savings identified would place vulnerable young and elderly people in difficulty. He felt that the scrutiny process had worked well and enabled some changes to be taken on board as the budget proposals were finalised and hoped the process would continue. He also felt that further work could have been done to ensure the turnaround of empty properties to help meet the demand for suitable housing.

55.20 Councillor Elgood moved the Liberal Democrat Group's two amendments as detailed in the addendum which had been circulated prior to the start of the meeting. He also wished to thank the finance officers for their assistance in developing the amendments that had been put forward. He hoped that all parties would accept the two amendments and stated that the Liberal Democrat Group would support the Labour Group's Amendment No.1 and the Green Group's amendment No.1. He was concerned about the level of government funding available to the council and suggested that support for the introduction of a local income tax should be considered.

55.21 Councillor Watkins formally seconded the Liberal Democrat Group's two amendments.

55.22 The Mayor then opened the matter up to a general debate and the following Members of the Council spoke on the various motions that had been put forward; Councillors Theobald, Davey, Smith, Kemble, Wrighton, Hawkes, Brown, Caulfield, Kitcat, Simson, McCaffery, Peltzer Dunn, Simpson, Fryer, C. Theobald, Morgan, Young, Oxley, Fallon-Khan, Watkins and Norman.

55.23 The Mayor then called on Councillor Mears to reply.

55.24 Councillor Mears thanked the Mayor and noted that other Members had asked that the officers responsible for assisting with the drafting of the budget and the proposed amendments, in particular Mark Ireland and James Hengeveld, be thanked for their hard work and assistance given to all councillors. She therefore wished to add her thanks and to request that they be recorded. She then responded to the various points that had been raised in the debate and moved the Administration's budget proposals together with the Conservative Group's amendment.

55.25 The Mayor then took each amendment in turn and put them to the vote as follows.

55.26 Conservative Group Amendment 1

Allocate £424,000 one-off resources to the following:

- £50,000 for an improved pedestrian crossing at the junction of Old Shoreham Road and the Upper Drive;
- £40,000 to undertake a feasibility study to examine options to improve safety for pedestrians at the Sackville Road/Old Shoreham Road junction. The study would include traffic surveys, traffic modelling and analysis of options and recommendations;
- £30,000 to examine and implement improved school signing along the Old Shoreham Road;
- £100,000 towards the estimated £200,000 required for replacement floodlighting at the Royal Pavilion. Grants will be sought to fund the works and any of the £100,000 not required will be released back into reserves; and
- £204,000 to top up the winter maintenance reserve.

To be funded from £500,000 reserves identified in the supplementary financial information for Budget Council report agenda item 55(b).

55.27 The motion was carried.**55.28 Labour Group Amendment 1**

Allocate £50,000 from the £500,000 reserves identified in the supplementary financial information for Budget Council report agenda item 55(b):

- £50,000 to provide discounted composter bins to Brighton & Hove residents in 2010/11 following the ending of the WRAP scheme. The discount will be between £15 and £20 per bin, making the prices, including delivery as follows:

220 litre compost bin	£8
330 litre compost bin	£13
Comp 320 litre compost bin	£40

55.29 The motion was carried.**55.30 Labour Group Amendment 2**

Allocate £424,000 one-off resources to the following:

- £150,000 to top up the winter maintenance reserve;
- £200,000 to support youth outreach pilot schemes for 9 – 12 year olds (including all exit costs). If implemented permanently, resources will need to be built into the 2011/12 budget;
- £74,000 for investment in the seafront

To be funded from £500,000 reserves identified in the supplementary financial information for Budget Council report agenda item 55(b).

55.31 The Mayor noted the vote was tied and therefore the motion was lost.**55.32 Labour Group Amendment 3**

Allocate £300,000 one-off resources to the following:

- A programme of refurbishment for sports pavilions and other buildings in parks and open spaces to bring them up to a standard whereby those suitable could be leased / rented to small enterprises and community groups.

Buildings identified for priority attention include: -

- Queens Park bowls pavilion,
- Braypool cricket shelters,
- Hove Recreation Ground cottage.
- Removal and re-use of Adelaide Crescent hut.

Any additional income generated through leasing/renting refurbished buildings will be built into the budget once quantified.

To be funded by reducing the allocation to seafront maintenance shown in paragraph 3.45 on page 11 of the Council agenda by £300,000.

55.33 The Mayor noted the vote was tied and therefore the motion was lost.

55.34 Labour Group Amendment 4

Allocate permanent funding to reduce savings and replace loss of grant for the following:

- £100,000 to reduce the saving of £126,000 in the Youth Offending Service as shown on page 65 of the Council agenda;
- £30,000 to replace the reduction in the Drug Intervention Grant as shown on page 69 of the Council agenda; and
- £70,000 to reduce the savings of £200,000 in the Connexions service as shown on page 64 of the Council agenda.

The £200,000 needed to make these changes will be funded by removing the permanent £200,000 youth outreach budget proposed in paragraph 3.44 on page 10 of the Council agenda.

55.35 The motion was lost.

55.36 Labour Group Amendment 5

Allocate permanent funding to the following:

- £120,000 to reduce the saving of £332,000 on the home to school transport budget as shown on page 64 of the Council Agenda;
- £50,000 to reduce the £200,000 saving in the Connexions service as shown on page 64 of the Council agenda; and
- £30,000 contingency to subsidise the No 21 bus extension service from September 2010 if required. If the contingency is not required then allocate these resources to provide ongoing support for youth outreach pilots.

It is proposed the £200,000 needed to make these changes will be funded by:

- Removing the £100,000 annual increase in the winter maintenance budget proposed in paragraph 3.46 on page 11 of the Council agenda;
- Reducing the budget for mowing of grass verges by £100,000. This will reduce the frequency of mowing verges and can be achieved by reducing the overtime budget for this service.

55.37 The Mayor noted the vote was tied and therefore the motion was lost.

55.38 Green Group Amendment 1

Allocate £10,000 one-off resources to Age Concern to fund 50% of a community development worker to help develop a WiredAge project. The project will deliver wireless internet facilities, Web Cam's, Skype and email for all residents in The Cedars, a 28 sheltered housing unit in Patcham. The partnership with Age Concern Brighton

Hove & Portslade will also include BT Charitable Foundation, YMCA and Sussex Housing & Care Housing Association. The project is designed as a template and good practice model for circulation across the country in relation to wiring older peoples accommodation;

To be funded from £500,000 reserves identified in the supplementary financial information for Budget Council report agenda item 55(b).

55.39 The motion was carried.

55.40 Green Group Amendment 2

Allocate £490,000 of one-off resources to the following:

- £200,000 to supplement existing insulation schemes but particularly targeted towards families with children living in homes in council tax bands A to D;
- £25,000 for an additional noise patrol shift per week in 2010/11 only;
- £180,000 for a £20,000 one-off grant to each of the 9 Brighton & Hove secondary schools to support the enhancement of sustainability within each school, in particular reducing energy consumption, reducing waste and raising awareness. The grant award would be conditional on each secondary school providing a business case that demonstrates how the resources will be used to enhance sustainability across the 3 themes; and
- £85,000 to provide a temporary increase to the discretionary grants budget in 2010/11 only.

To be funded from £500,000 reserves identified in the supplementary financial information for Budget Council report agenda item 55(b).

It is also proposed to implement a cost neutral green waste collection service paid for by participating residents. It is estimated that the annual cost would be £90 per annum per participating household although the cost is based on a minimum number of 4,000 households participating in a closely defined geographical area. There is also a risk that waste tonnages could increase if there is an adverse impact on home composting.

55.41 The motion was lost.

55.42 Green Group Amendment 3

Allocate one-off resources to the following:

- £100,000 to re-start the Valley Gardens transport project providing funding for feasibility work and some detailed design work;
- £150,000 transfer to the winter maintenance reserve; and
- £200,000 for youth outreach pilot schemes for 9 – 12 year olds (including all exit costs). If implemented permanently resources will need to be built into the 2011/12 budget.

To be funded by reducing the allocation to seafront maintenance shown in paragraph 3.45 on page 11 of the Council agenda by £450,000.

Allocate permanent funding to reduce or reverse the following savings proposals:

- £126,000 to reverse the savings proposed within the Youth Offending Service as shown on page 65 of the Council agenda;
- £137,000 to reduce the savings of £332,000 on the home to school transport budget shown on page 64 of the Council agenda; and
- £137,000 to reduce the savings of £300,000 to be delivered by better commissioning of adult social care services from independent sector providers as shown on page 87 of the Council agenda.

It is proposed that the £400,000 needed to make these changes to the savings proposals will be funded by:

- Removing the £100,000 annual increase in the winter maintenance budget proposed in paragraph 3.46 on page 11 of the Council agenda;
- Reducing the budget for the mowing of grass verges by £100,000. This will reduce the frequency of mowing verges and can be achieved by reducing the overtime budget for this service; and
- Removing the permanent £200,000 youth outreach investment proposed in paragraph 3.44 on page 10 of the Council agenda.

55.43 The motion was lost.

55.44 Green Group Amendment 4

Allocate one-off resources for the following:

- £40,000 to update the work already undertaken on a future food waste collection service and develop detailed financial and operational proposals for a trial;
- £20,000 to produce a travel plan for the Varndean, Stringer and Balfour campus; and
- £490,000 set aside for Brighton & Hove Seaside Community Homes project (LDV). The aim would be to enable the transfer of around 15 void properties with particularly high renovation costs to the LDV that would otherwise be potentially unviable for the LDV to lease. Any transfer would be subject to a detailed report to Cabinet setting out the full legal and financial implications before implementation.

It is proposed that these allocations totalling £550,000 would be funded by:

- Reducing the allocation to seafront maintenance shown in paragraph 3.45 on page 11 of the Council agenda by £50,000; and
- Removing the £500,000 provision for a new Transport Model for the City shown in paragraph 3.45 on page 11 on the Council agenda.

55.45 The motion was lost.

55.46 Green Group Amendment 5

Change the resident car parking permit charges to reflect CO2 emissions as detailed below and use the projected income generated of £240,000 in 2010/11 to fund:

- £32,000 to improve downland management through the collection and composting of priority downland areas and bring forward sheep grazing; and

- £208,000 to reduce the £410,000 saving derived from the expansion of personal budgets in Adult Social Care shown on pages 85 and 86 of the Council papers.

Resident permits based on CO2 emissions

The scheme would use a base permit charge of £108.

Proposed resident permit charges from 1 July 2010		
	% variation from flat rate of £108	Cost of permit
Cars registered after 1 March 2001 based on CO2 emissions:		
Band A	-100%	£0
Band B	-50%	£54.00
Band C	-10%	£97.20
Band D	+10%	£118.80
Band E	+30%	£140.40
Band F	+50%	£162.00
Band G	+200%	£324.00
Cars registered before 1 March 2001 based on engine size:		
Less than 1,549cc	-10%	£97.20
1,549cc to 2,274cc	+10%	£118.80
2,275cc to 3,000cc	+30%	£140.40
More than 3,000cc	+200%	£324.00

The introduction of a revised charging scheme will require a Traffic Order Notice with a period of consultation and therefore could not be implemented until 1st July 2010 so the additional income represents 9 months operation for the proposed scheme. In addition provision has been made for one-off costs for advertising and implementation as well as additional administrative costs in verifying the relevant CO2 banding for vehicles.

This proposal is estimated to generate net additional income £240,000 in 2010/11 and £490,000 in a full year.

55.47 The motion was lost.

55.48 Liberal Democrat Group Amendment 1

Introduce an Energy Saving Smart Meter loan scheme in the Library Service. The smart meters monitor household electricity use and help pinpoint areas where savings can be made.

The energy companies are committed to replacing all electricity and gas meters for smart meters over the next 10 years which will provide remote readings and enhanced usage information. Therefore the use of these removable smart meters is more for the short to medium term and so the introduction of this service should not be an ongoing financial commitment.

The initial one-off cost of purchasing 250 units plus additional display stands for the libraries is estimated to be £9,250 with a further £6,750 to provide replacement stock and consumables for future years; £16,000 in total.

It is proposed to fund this new scheme from the £500,000 reserves identified in the supplementary financial information for Budget Council report agenda item 55(b).

55.49 **The motion was carried.**

55.50 Liberal Democrat Group Amendment 2

Ensure the buses that operate on the 11X bus service (the council bus) are Disabled Discrimination Act compliant. The additional cost is £5,700 per annum and will be met from tighter restrictions on procurement, particularly fleet.

55.51 **The motion was carried.**

55.52 The Director of Finance & Resources then outlined the budget position in light of the agreed amendments which impacted on both Item 55(a) and 55(b) appendix 13. She noted that the gross expenditure, and contributions to reserves and the contingency budgets would need to be altered as follows:

Gross expenditure to	£708, 682,967
Contributions to reserves to	£4,332,000
Contribution to contingency to	£4,174,000

55.53 The Mayor then put the substantive motions for the General Fund Revenue Budget and Council Tax 2009/10 together with the Supplementary Financial Information (Items 55(a) and 55(b)) to the vote.

55.54 **RESOLVED –**

- (1) That subject to (3) below, the 2010/11 General Fund Revenue Budget proposals be approved including;
 - the 2010/11 budget allocations to services as set out in appendix 1 to the report;
 - the investment in services and new allocations proposals as set out in paragraphs 3.42 and 3.46 of the report;
 - the council's budget for 2010/11 of £230.8m;
 - the Directorate budget strategies as set out in appendix 8 to the report;
 - the corporate budgets of £19.3m;
 - the contingency budget of £4.174m as set out in table 6 of the report (as amended);
 - the reserves allocations of £4.332m as set out in appendix 3 to the report, (as amended);

- the borrowing limit of £302m for the year commencing 1st April 2010;
 - the annual Minimum Revenue Provision statement as set out in appendix 4 to the report;
 - the prudential indicators as set out in appendix 7 to the report;
- (2) That the Medium Term Financial Strategy budget and resource projections for 2011/12 and 2012/13 as set out in appendix 5 to the report; based on council tax increases of 2.5% for each year be noted;
- (3) That supplementary information needed to set the overall council tax as detailed in paragraph 4.7 of the report (Item 55(b)) and the revised calculations required under the Local Government Finance Act 1992 as shown below be noted;

**CALCULATION OF BRIGHTON AND HOVE'S BUDGET
REQUIREMENT AND COUNCIL TAX**

CALCULATIONS REQUIRED UNDER THE LOCAL GOVERNMENT FINANCE ACT 1992

S32 Expenditure	£	£
Gross Revenue expenditure on Brighton and Hove services	708,682,967	
Contribution to reserves	4,332,000	
Contingency	4,174,000	
Levies and "County-wide" services	173,849	
Special levies	27,184	
Parish precept	<u>27,000</u>	
		717,417,000
<u>Income</u>		
Fees, charges and specific Government Grants	486,600,000	
		486,600,000
Net Budget Requirement (R)		230,817,000

S33 R = Budget requirement		230,817,000
P =		
Formula Grant	13,844,290	
NNDR income	95,340,250	
Previous year surplus/deficit	<u>2,286,357</u>	
Total of P		<u>111,470,897</u>
R - P (Total Council Tax required)		119,346,103
T = Taxbase		94,511.05
(R-P)/T =Basic Council Tax		1,262.77

S34 (i) S34 (2)		
B = Section 33 Calculation		1,262.77
A = Total of Special Items (as defined in S35)		54,184
T = Taxbase		94,511.05
B - (A / T) = Council Tax for areas with no special items		1,262.20
(ii) S34 (3)		
C = Section 34 (2) calculation		1,262.20
S =		
Rottingdean Parish special item		27,000
Hanover Crescent Enclosure Committee special item		6,378
Marine Square Enclosure Committee special item		15,251
Royal Crescent Enclosure Committee special item		5,555
TP =		
Rottingdean Parish taxbase		1,507.30
Hanover Crescent Enclosure Committee taxbase		39.98
Marine Square Enclosure Committee taxbase		79.26
Royal Crescent Enclosure Committee taxbase		30.63
C + (S / TP) = Council Tax for areas with special items:-		
Rottingdean Parish		1,280.11
Hanover Crescent Enclosure Committee		1,421.73
Marine Square Enclosure Committee		1,454.62
Royal Crescent Enclosure Committee		1,443.56

(4) That it be noted that at its meeting on the 14th January 2010 the Cabinet calculated the following amounts for the year 2010/2011 in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax base) Regulations 1992 made under Section 33(5) of the Local Government Finance Act 1992;

(a) 94,511.05 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as its council tax base for the year;

(b) Parts of the Council's Area

Rottingdean Parish –	1,507.30
Hanover Crescent Enclosure –	39.98
Marine Square Enclosure –	79.26
Royal Crescent Enclosure –	30.63

being the amounts calculated by the Council, in accordance with regulation 6 of the Regulations, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate;

(5) That the following amounts be now calculated by the Council for the year 2010/2011 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992 ("the Act"):-

£713,014,967 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act net of contingency, levies and "County-wide" services and special items:

Contingency – £4,174,000
Levies and "County-wide" services:-

£ 60,078 Environment Agency (Flood Defence)
£113,771 Sussex Sea Fisheries

Special expenses:-

£ 27,000 Rottingdean Parish
£ 6,378 Hanover Crescent Enclosure Committee
£ 15,251 Marine Square Enclosure Committee
£ 5,555 Royal Crescent Enclosure Committee
£ 54,184 Total of special items

(a) £717,417,000 being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2) (a) to (e) of the Act including contingency and special items;

(b) £486,600,000 Income from Fees, Charges and specific Government grants being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3) (a) to (c) of the Act;

- (c) £230,817,000 being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council in accordance with Section 32(4) of the Act as its budget requirement for the year;
- (d) £111,470,897 being the aggregate of the sums which the Council estimates will be payable for the year into its general fund in respect of redistributed non-domestic rates and revenue support grant and decreased by the amount of the sums which the Council estimates will be transferred in the year from its general fund to its collection fund in accordance with section 97(3) of the Local Government Finance Act 1988 (Council Tax surplus) and increased by the amount of any sum which the Council estimates will be transferred from its collection fund to its general fund pursuant to directions under section 98(4) of the Local Government Finance Act 1988 (Community Charge Surplus);
- (e) £1,262.77 being the amount at 2(c) above less the amount at 2(d) above, all divided by the amount at 1(a) above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year;
- (f) £54,184 being the aggregate amount of all special items referred to in Section 34(1) of the Act;
- (g) £1,262.20 being the amount at 2(e) above less the result given by dividing the amount at 2(f) above by the amount at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special items relates;
- (h) Parts of the Council's area

Rottingdean Parish -	£1,280.11
Hanover Crescent -	£1,421.73
Marine Square -	£1,454.62
Royal Crescent -	£1,443.56

being the amounts given by adding to the amount at 2(g) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for the dwellings in those parts of its area to which one or more special items relate;

(i)

Valuation Band: Parts of the Council's area		A*	A	B	C	D	E	F	G	H
		£	£	£	£	£	£	£	£	£
Rottingdean Parish		711.17	853.41	995.64	1,137.88	1,280.11	1,564.58	1,849.05	2,133.52	2,560.22
Hanover Crescent		789.85	947.82	1,105.79	1,263.76	1,421.73	1,737.67	2,053.61	2,369.55	2,843.46
Marine Square		808.12	969.75	1,131.37	1,293.00	1,454.62	1,777.87	2,101.12	2,424.37	2,909.24
Royal Crescent		801.98	962.37	1,122.77	1,283.16	1,443.56	1,764.35	2,085.14	2,405.93	2,887.12
All other parts of the councils area		701.22	841.47	981.71	1,121.96	1,262.20	1,542.69	1,823.18	2,103.67	2,524.40

*Entitled to disabled relief

being the amounts given by multiplying the amounts at 2(g) and 2(h) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands;

- (6) That it be noted that for the year 2010/2011 the Sussex Police Authority has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:-

Valuation Band (£)								
A*	A	B	C	D	E	F	G	H
76.90	92.28	107.66	123.04	138.42	169.18	199.94	230.70	276.84

*Entitled to disabled relief

- (7) That it be noted that for the year 2010/2011 the East Sussex Fire Authority has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:-

Valuation Band (£)								
A*	A	B	C	D	E	F	G	H
45.48	54.57	63.67	72.76	81.86	100.05	118.24	136.43	163.72

*Entitled to disabled relief

- (8) That having calculated the aggregate in each case of the amounts at 5(i), 6 and 7 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts of council tax for the year 2010/2011 for each of the categories of dwellings shown below:-

Valuation Band: Parts of the Council's area	A*	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£	£
Rottingdean Parish	833.55	1,000.26	1,166.97	1,333.68	1,500.39	1,833.81	2,167.23	2,500.65	3,000.78
Hanover Crescent	912.23	1,094.67	1,277.12	1,459.56	1,642.01	2,006.90	2,371.79	2,736.68	3,284.02
Marine Square	930.50	1,116.60	1,302.70	1,488.80	1,674.90	2,047.10	2,419.30	2,791.50	3,349.80
Royal Crescent	924.36	1,109.22	1,294.10	1,478.96	1,663.84	2,033.58	2,403.32	2,773.06	3,327.68
All other parts of the councils area	823.60	988.32	1,153.04	1,317.76	1,482.48	1,811.92	2,141.36	2,470.80	2,964.96

*Entitled to disabled relief

55.55 The Mayor then put the substantive motions for the Capital Resources and Capital Investment Programme for 2010/11 (Item 55(c)) to the vote.

55.56 RESOLVED –

- (1) That the Capital Investment Programme for 2010/11 be approved and the estimated resources in future years as detailed in appendix 1 to the report be noted;
- (2) That the allocation of £0.6m resources in 2010/11 for the Strategic Investment Fund and the allocation of Strategic Investment Fund resources as detailed in paragraph 3.23 of the report be agreed;
- (3) That the allocation of £0.435m for the ICT Fund be agreed;
- (4) That the allocation of £1.0m for the Asset Management Fund be agreed; and
- (5) That the potential use of unsupported borrowing as set out in table 6 in the report be agreed.

55.57 The Mayor then put the substantive motions for the Housing Revenue Account Budget (Item 55 (d)) to the vote.

55.58 RESOLVED –

- (1) That the Housing Revenue Account Budget for 2010/11, as set out in Appendix 1 to the report be approved;
- (2) That the individual rent increases and decreases in line with rent restructuring principles as determined by the Government be approved; and
- (3) That the changes to fees and charges as detailed in paragraphs 3.14 to 3.23 of the report be approved.

The meeting concluded at 8.10pm

Signed

Chairman

Dated this

day of

WRITTEN QUESTIONS FROM COUNCILLORS**(a) Councillor Carden**

"Can the Cabinet Member of Environment confirm that assisted collections of waste for older and disabled people are continuing to be updated and adhered to when relief crews are sent to collect refuse and recycling?"

Reply from Councillor G Theobald, Cabinet Member for Environment.

(b) Councillor Meadows

"Before 1996 when highways were under the control of East Sussex County Council, there was a by-law that allowed for police and council traffic officers to remove cars parked on grass verges. Would Brighton and Hove City Council look into reinstating this by-law so that it could also include cycle lanes, as well as grass verges?"

Reply from Councillor G Theobald, Cabinet Member for Environment.

(c) Councillor Hawkes

"Would the Cabinet Member for Children's Services welcome the Government scheme to provide free laptops and internet to children from low income families - I'm aware that some schools have sent information to families that have children that benefit from free school meals regarding free laptops, but please may the Cabinet Member confirm that this is the case for all schools?"

Reply from Councillor Brown, Cabinet Member for Children & Young People.

(d) Councillor Mitchell

"In response to concerns from East Brighton Ward Councillors over the lack of action to regenerate Madeira Drive, Councillor Geoffrey Theobald brought a report to his Environment Cabinet Member Meeting in September 2008 that stated that longer term aims for the regeneration of the area would be drawn up.

A similar report to his Cabinet Member Meeting of 26th March 2009 included as recommendation 2.3;

That the Cabinet Member for Environment requests officers to bring to a future Cabinet Member Meeting a report detailing the strategic vision action plan to address the future and ongoing regeneration of Madeira Drive.

Specifically in relation to the land to the East of the Yellowwave Beach Sports Centre, Councillor Theobald took the decision at this meeting to set out a marketing brief for the site, to proceed with the marketing, seeking expressions of interest in May 2009.

As no further reports on the administration's proposals for the regeneration of Madeira Drive have been forthcoming, will Councillor Theobald inform the council as to where the administration's "strategic vision action plan" is, whether the site East of Yellowwave was ever marketed and what the outcome was?"

Reply from Councillor G Theobald, Cabinet Member for Environment.

(e) Councillor Davis

"Please could the Cabinet Member for Environment outline the details and the time scale he proposes for the budget of £.03m set aside to examine and implement improved school signing along the Old Shoreham Road?"

Reply from Councillor Theobald, Cabinet Member for Environment.

(f) Councillor Elgood

"Would the Environment Cabinet member consider authorising the removal of the unused gardeners hut in Adelaide Crescent? Residents have requested its removal as it is no longer required, and the hut itself could potentially be used elsewhere to benefit another area."

Reply from Councillor Theobald, Cabinet Member for Environment.

(g) Councillor Hamilton

"In a letter in The Argus, Feb.25th, signed by the five Conservative councillors for Portslade and Hangleton, it is claimed that my view on the future of Hangleton Bottom is the same as theirs. I am pleased that they share my view that Hangleton Bottom should not be used as a waste transfer station but should be retained as a green field site. Since all Portslade and Hangleton councillors now share this viewpoint will Cllr Fallon-Khan now call a halt to his ill-advised marketing exercise and agree to retain Hangleton Bottom in council ownership?"

Reply from Councillor Fallon-Khan, Cabinet Member for Central Services.

(h) Councillor Kitcat

“How long does Cllr Dee Simson feel it is appropriate disabled residents should have to wait to catch a taxi in this city?”

Reply from Councillor Simson, Cabinet Member for Community Affairs, Inclusion and Internal Relations.

(i) Councillor Kitcat

“I ask that Cllr Geoffrey Theobald update the meeting with the recycling rates for the city centre areas where communal bins are used and how those rates have changed in recent years?”

Reply from Councillor Theobald, Cabinet Member for Environment.

(j) Councillor Kitcat

“I ask that Cllr Geoffrey Theobald explain how many evening noise patrol shifts does the council provide in this financial year and how many shifts are planned to be provided in the next financial year?”

Reply from Councillor Theobald, Cabinet Member for Environment.

(k) Councillor Fryer

“How can you justify submitting plans to the DCSF to turn Portslade Community College into an Academy before there was consultation with teachers, residents and other councillors?”

Reply from Councillor Brown, Cabinet Member for Children & Young People.

(l) Councillor Davey

“Could the Leader of the Council please tell us how much has been spent in total by the council on the development of plans and the public consultation for the Old Shoreham Road cycle lane including both internal staff costs and external consultants as well as any other costs.?”

Reply from Councillor Mears, Leader of the Council.

(m) Councillor Simson

“As Brighton & Hove City Council’s sole representative on the Sussex Police Authority (SPA), Cllr. Duncan frequently claims to have been instrumental in overseeing an increase in the number of Neighbourhood Police Officers employed by the Force. Could he, therefore, explain to Council and the residents of this City, why, at the SPA meeting on February 11th, he voted against the Chief Constable’s budget proposals which will expand neighbourhood policing in Sussex to the tune of 31 extra officers?”

Reply from Councillor Duncan, Council Representative on the Sussex Police Authority.

COUNCIL

18 March 2010

Agenda Item 64

Brighton & Hove City Council

Subject:	Extract from proceedings of the Standards Committee Meeting Held on the 19 January 2010		
Date of Meeting:	18 March 2010		
Report of:	Director of Strategy & Governance		
Contact Officer:	Name: Jane Clarke	Tel:	291064
	E-mail: jane.clarke@brighton-hove.gov.uk		
Wards Affected:	All		

BRIGHTON & HOVE CITY COUNCIL**STANDARDS COMMITTEE****5.00pm 19 JANUARY 2010****COMMITTEE ROOM 1, HOVE TOWN HALL****MINUTES****Present:** Councillors: Carden, Drake, Lepper and Watkins**Independent Members:** Dr M Wilkinson (Chairman), Mrs H Scott**Rottingdean Parish Council Representatives:** Mr J C Janse van Vuuren and Mr G W Rhodes**Apologies:** Councillor Paul Steedman, Councillor Carol Theobald and Ms M Carter (Independent Member)**PART ONE****17. ANNUAL REPORT OF THE STANDARDS COMMITTEE**

- 17.1 The Committee considered a report regarding the Annual Report of the Standards Committee (for copy see minute book).
- 17.2 Councillor Rhodes noted in the report that there was the indication that all of the Independent Members had been to visit Groups to discuss standards issues. This was not, in fact, correct and he asked for this statement to be rectified.
- 17.3 Councillor Lepper felt that the on-line Register of Interests was not kept as up-to-date as it should be, and asked what arrangements were made in this regard. The Senior Solicitor, Ms Woodley, stated that Democratic Services were responsible for registering

the updates on-line and this was done as soon as they were made aware of them. She stated that it was the responsibility of Members to make Democratic Services aware of any updates that were needed to the register, although a reminder email was sent out by the department every month to assist with this.

Councillor Lepper felt that, if this was the case, some Members were not updating the department quickly enough, or in some cases not at all. The Head of Law, Mr Ghebre-Ghiorghis, stated that reminders were made around the time of Annual Council. He noted that there might be a delay in updating the website and undertook to speak to Democratic Services to ensure this process was not being delayed.

- 17.4 Councillor Watkins felt that Independent Members of other meetings should be included on the reminder list that was sent out by Democratic Services to ensure their Register of Interests was up-to-date. He asked if questions could be asked about the Annual Report when it came to Full Council. Mr Ghebre-Ghiorghis replied that the standing orders did not give provision for questions to be asked of someone who was not a Member of the Council, and as the report would be presented by the Independent Chairman of the Standards Committee, questions would not be allowed.

Councillor Watkins felt it would be useful for the profile of standards issues to be raised within the Council. Mr Ghebre-Ghiorghis replied that a joint-working Strategy Officers Governance Group met every two weeks to discuss all aspects of good governance within the Council and any actions derived from this would be progressed forward by relevant officers.

17.5 **RESOLVED –**

1. That the Committee has reviewed and noted the report; and
2. That the Chairman presents the report to Full Council.

Subject: Annual report of the Standards Committee**Date of Meeting:** 18 March 2010
19 January 2010 – Standards Committee**Report of:** Director of Strategy & Governance**Contact Officer:** Name: Liz Woodley Tel: 291509
E-mail: liz.woodley@brighton-hove.gov.uk**Wards Affected:** All**FOR GENERAL RELEASE****1. SUMMARY AND POLICY CONTEXT:**

- 1.1 Section 3 of this report summarises the main ethical requirements of the Local Government Act 2000, and shows how the council has complied over the period of 14 months since the previous report of November 2008.
- 1.2 Section 3.13 of the report details the Monitoring Officer arrangements.
- 1.3 An overall assessment is given at 3.19.

2. RECOMMENDATIONS:

- 2.1 That the Committee reviews the period November 2008 to December 2009 and advises of any action it wishes to be taken.
- 2.2 That the Chair presents the report to Council.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:**3.1 Membership, Work of & Reports to the Standards Committee**

3.1.1 The membership of the committee during this period has been as follows:-

- 3 Independent persons:- Ms M Carter, Mrs H Scott, Dr M B Wilkinson;
- 2 Rottingdean Parish Council representatives:- Parish Councillors Mr G Rhodes and Mr J C Janse van Vuuren;
[The 3 independent persons and Parish Council representatives are collectively described in this report as Independent Members]

- 2 Conservative Members:- Councillors Drake and Fallon-Khan until May 2009, and Councillors Drake and Mrs Theobald from May 2009;
- 1 Green Member: - Councillor Steedman;
- 2 Labour Members: - Councillors Lepper and Carden;
- 1 Liberal Democrat Member: - Councillor Watkins.

The Chairman throughout has been Dr. Wilkinson. There is no deputy chair, the Committee having determined at its meeting on 10 June 2008 that the position of Deputy Chair should remain vacant, with one of the independent Members deputising in the event of the Chairman being unavailable.

3.1.2 In the autumn of 2009, the Independent Members of the Standards Committee and the Monitoring Officer visited each of the Political Groups in the Council to discuss what, up to then, appeared a high number of complaints and possible ways to encourage better communication between the groups. The meetings were constructive and the comments received will be taken on board in developing the Council's approach to maintaining high standards of conduct.

3.1.3 There have been 4 meetings of the full Standards Committee since November 2008, including the meeting on 11 November. The following matters have been considered:-

11 November 2008

Received report on Member complaints and service complaints.
 Considered Annual report of the Standards Committee for the period September 2007 to September 2008
 Considered CLG consultation paper on revisions to the Members' code of conduct and the introduction of a model code for local authority employees.
 Approved revised assessment, investigation and determination procedures.
 Noted a report on the 7th Annual Assembly of Standards Committees held in Birmingham on 13 and 14 October 2008.

3 March 2009

Received report on Member complaints and service complaints.
 Received report on Audit of Members' Code of Conduct.
 Considered CLG consultation paper on the Code of Recommended Practice on Local Authority Publicity.
 Received oral interim report on Good Governance review.

17 June 2009

Received report on Member complaints and service complaints

8 September 2009

Received report on the Standards Committee (Further Provisions) (England) Regulations 2009.

Received report on Member complaints and service complaints.
Considered report on Members' Web Pages.

The meeting scheduled for 6 January 2009 was cancelled for want of business. Following the formal meeting on 17 June, Members stayed behind to consider the Annual Return to the Standards Board and to discuss the development of a work programme for the year 2009/10.

3.2 The Local Government and Public Involvement in Health Act 2007

3.2.1 The Local Government and Public Involvement in Health Act has had a major impact on the ethical standards regime. Since 8 May 2008, **all** allegations of breaches of the Code of Conduct about Brighton & Hove or Rottingdean Parish Members are referred to the Council's Standards Committee, not the Standards Board, which is now known as Standards for England. Officers need to bring each complaint before an Assessment Panel of 3 Members which has 4 options:-

- (i) To refer the matter to the Monitoring Officer for investigation, or
- (ii) To refer the matter to the Monitoring Officer for "other action"
- (iii) To refer the matter to the Standards Board, to deal with it under existing procedures; or
- (iv) To take no action.

3.2.2 An Assessment Review Panel can review a "no action" decision if the complainant so requests.

3.3 Sub-Committees of the Standards Committee

3.3.1 Since 8 May 2008, the Committee has had 3 Sub-Committees, known as the Assessment Panel, Assessment Review Panel and the Hearing Panel. Since the last annual report, the Assessment Panel has met on 10 occasions to consider complaints. In the same period the Assessment Review Panel met 4 times. The Hearing Panel also met 4 times to receive investigation reports. On three occasions, it resolved to accept the Investigation Officer's finding that there had been no breach of the Code. However, one case has been referred for a Determination hearing.

3.3.2 Details of the complaints and of the Panels' decisions with the names of the complainants and subject members withheld, are reported to the Committee as part of the regular Complaints update reports.

3.4 Undertakings to Comply with the Council's Code of Conduct

3.4.1 The requirement to sign a declaration indicating willingness to observe the Council's local Code of Conduct came into effect in 2002. By virtue of section 52 (3) of the Local Government Act 2000, it is unlawful for any Member (including the Independent Members as defined above

and any other co-optees with voting rights) to participate in the business of the Council without having signed the undertaking.

3.4.2 All Members of the Council have signed the declaration.

3.4.3 The Independent Members serving on the Standards Committee were appointed in February 2000 (Dr Wilkinson), August 2001 (Ms Carter) April 2002 (Mr Rhodes), October 2003 (Mrs Scott) and March 2008 (Mr Janse van Vuuren). All signed their undertakings before the first relevant meeting attended by them after their appointments.

3.5 **Register of Members' Interests**

3.5.1 The Monitoring Officer is required to maintain a register of Members' financial and other interests. In this context, the term Members includes Independent Members and co-optees with voting rights. Interests include gifts and hospitality over the value of £25, which Members have received in connection with their official duties. On a voluntary basis, membership of private clubs may also be disclosed.

3.5.2 The Code of Conduct requires Councillors to register interests within 28 days of the adoption of the code, 30 September 2007 or (if later) within 28 days of their election or appointment to office. This is done by providing written notification to the Council's Monitoring Officer.

3.5.3 There is an ongoing requirement to keep the information up to date. Councillors must within 28 days of becoming aware of any new registrable personal interest or change to any registered interest, give written notification to the Monitoring Officer.

3.5.4 Where Councillors consider that the information relating to any of their registrable personal interests is sensitive information, and the Council's Monitoring Officer agrees, they need not include that information when registering that interest, or, as the case may be, a change to that interest.

"Sensitive information" means information whose availability for inspection by the public creates, or is likely to create, a serious risk that the Councillor or a person who lives with him/her may be subjected to violence or intimidation.

3.5.5 All Members, (including Independent Members and co-optees with voting rights) made new declarations of interests in accordance with the requirements of the Council's newly adopted local Code of Conduct which came into effect on 30 September 2007. The registers are available for public inspection both online and in hard copy, although the online version only contains the home address of any Councillor where he/she has requested that it be included. The current hard copies of the public registers for Councillors are kept by Democratic Services in Room 120 King's House.

3.6 Applications for Dispensation

- 3.6.1 In limited circumstances, Members can apply in writing to the Standards Committee for dispensations to take part in business that they would otherwise have been unable to participate in through having prejudicial interests.
- 3.6.2 In the period between the last report in November 2008 to date, there have been no applications for dispensations.
- 3.6.3 All dispensations are entered on the register of Members' interests and remain there for the appropriate period, normally for 4 years from the date on which they were granted, or (if shorter) until the date fixed by the Committee granting the dispensation.

3.7 Politically Restricted Posts – Exemptions

Under the Local Government and Housing Act 1989 anyone who holds a “politically restricted post” in a local authority is unable to be a local Councillor, MP, MEP or Regional Assembly Member and must not take part in certain political activity, such as canvassing and serving as an officer of a political party. Restricted posts include the Chief Executive, Chief and Deputy Chief Officers, Monitoring Officers, those paid above a certain level and those who regularly brief the media on behalf of the authority. It is possible to claim exemption from the restrictions. This is done by applying to the Standards Committee. During the period covered by this report, there have been no applications for exemption.

3.8 Training

The Eighth Annual Assembly of Standards Committees took place in Birmingham on 13 and 14 October 2009. It was attended on behalf of Brighton & Hove City Council by the Chair, Councillor Mrs Theobald and an officer from the Standards and Complaints team. The Senior Lawyer also attended on behalf of the East Sussex Fire Authority.

3.9 Issues for the future

3.9.1 Codes of Conduct for local government employees

At its meeting on 11 November 2008 the Committee considered a CLG consultation paper on the introduction of a Code of Conduct for employees. The Committee were in favour of such a Code. There has been no formal response from CLG to the consultation.

3.9.2 Code of Conduct and private life

The 2002 national model Code of Conduct applied to Members when they were acting in their official capacity, although it did include some provisions which applied when they were acting in their private

capacity. In the Livingstone case, the High Court ruled that the Code of Conduct only applied when Members were acting in their official capacity as the legislation on which it was based did not enable it to have wider coverage. The Local Government and Public Involvement in Health Act 2007 gave the Secretary of State powers which could reverse the effect of the High Court decision. In October 2008, the Government issued a consultation paper, (Communities in Control: Real People, real power. Codes of conduct for Members and Employees) on possible revisions to the model code, principally to clarify its application to members' conduct in their non-official capacity. As yet, no new code has been issued, although it is understood that one will be published in early 2010 to be implemented after the May 2010 local government elections.

3.10 The Monitoring Officer Functions

General

3.10.1 The functions of the Monitoring Officer derive from section 5 of the Local Government and Housing Act 1989 and the Local Government Act 2000. These are supplemented by the Council's scheme of Delegation to Officers, various codes and protocols contained in part 9 of the Council's constitution, as well as custom and practice. Broadly, these roles can be described as covering legality, probity and good governance / administration. On 23 March 2003, it was agreed that the Monitoring Officer should submit an annual report to the Standards Committee on the performance of these functions and the adequacy of the arrangements.

Adequacy of Resources and Officer Arrangements

3.10.2 For the period November 2008 to February 2009, the Director of Strategy and Governance was the Council's Monitoring Officer. However, when he took up his role as Acting Chief Executive at the beginning of February, it was considered that the Chief Executive and Monitoring Officer roles should be split. Accordingly for the period February 2009 until the appointment of a new Chief Executive in early October 2009, the Head of Law was the council's Acting Monitoring Officer.

3.10.3 The council is obliged to provide the Monitoring Officer with the necessary resources to enable him to discharge his functions. The Head of Law has been appointed as council's Deputy Monitoring Officer. The Monitoring Officer is however supported by a number of lawyers (who attend Cabinet, Cabinet member meetings and committees and provide legal and probity advice) the Standards and Complaints Team (which deals with allegations of maladministration by any part of the Council and any ethical standards complaints about Members) as well as Democratic Services Officers. All these staff are in the same department – Strategy and Governance.

3.10.4 The Council's Internal Audit undertakes an audit of corporate governance from time to time and supports the Monitoring Officer by identifying any issues and suggesting steps for improvement. For example, in November 2008 Internal Audit undertook a review of Members' Code of Conduct interests.

3.10.5 These arrangements, taken together, provide the necessary expertise and resources for the effective discharge of the Monitoring Officer's functions.

3.11 The Member Structure for dealing with Standards

The ethical standards work in the Council is led and co-ordinated by the Standards Committee, consisting of the 11 Members listed at Section 3.1 of this report. The Council has been successful in attracting 5 high calibre Independent Members. One of these is the Chair of the Committee.

3.12 Procedures for dealing with local investigations and local determinations of ethical complaints

The Council has adopted procedures for the local assessment of complaints, the investigation of complaints and the determination of complaints.

3.13 Liaison and Joint Working with Other Statutory Officers

3.13.1 The Monitoring Officer is a Member of the Council's Corporate Management Team and has access to all documents and meetings of the Council relevant to his role. He reports directly to the Head of Paid Service (Chief Executive). He has regular meetings with the Chief Executive and with the Director of Finance & Resources who, as the financial monitoring officer has a similar monitoring role and powers in relation to financial matters. These arrangements have been effective in early identification of issues with advice being given or action being taken at the appropriate stage.

3.13.2 On matters of probity the Monitoring Officer works closely with the Director of Finance & Resources and the Head of Audit & Assurance. There are scheduled meetings with the District Auditor at which any issues of interest are discussed.

3.14 Arrangements for the Parish Council

The Monitoring Officer to the Council is also the Monitoring Officer for the Parish Council. The Legal and Democratic Services sections will continue to work on standards matters, as necessary, with the Chair, the Parish Clerk and the Parish Council representatives on the

Standards Committee. Democratic Services have set up regular meetings with the Clerk to the Parish Council.

3.15 Monitoring Officer reports

The Monitoring Officer in respect of legality and the Director of Finance & Resources in respect of finance, both have statutory powers to intervene in decision making and to issue formal reports to the full Council. Neither officer nor their predecessors has had to use their powers since the creation of the Council as a unitary authority in 1997.

3.16 Maladministration

3.16.1 The Monitoring Officer is supported in the investigation and resolution of allegations of maladministration by the Standards and Complaints team, under the Standards & Complaints Manager. The team also has responsibilities for ethical standards matters.

3.16.2 Performance and Equalities report regularly to the Standards Committee (through the Standards and Complaints Manager) and to the Council's Overview and Scrutiny Committees so that Members are aware of the issues which it is helping other departments to resolve and the advice it is giving them to help reduce future instances of maladministration or poor performance.

3.16.3 The Ombudsman received 148 enquiries and complaints about the Council in the 12 months ending 31 March 2009. He considered that the Council had had insufficient opportunity to respond to about a quarter of them and gave advice on another 28. 82 were referred for investigation.

3.16.4 The main subject areas were housing (homelessness, allocations, repairs and tenancy management), education (mostly school admissions), planning and building control (all of which were about the way the Council had dealt with applications for planning permission), and transport and highways (including parking).

3.16.5 13.8% (10) of cases were resolved by Local Settlement, as against the national figure of 27.4%. Local Settlement is where an investigation is discontinued because the authority agrees to take action which the Ombudsman considers to be satisfactory to resolve the complaint.

3.16.6 A further 16 cases were closed where the Ombudsman exercised his discretion not to pursue an investigation as there was no significant injustice to the complainant. 13 complaints fell outside his jurisdiction.

3.16.7 There were no findings of Maladministration and none of the complaints were dealt with by way of formal report finding Maladministration causing Injustice.

- 3.16.8 The Ombudsman reports that the members of the council's corporate complaints team are co-operative and professional when dealing with investigations.
- 3.16.9 The average time taken by the Council to reply to written enquiries was 28 days, which meets the Ombudsman's target response time and represents an improvement on last year's performance. The improvement is welcomed, although the Ombudsman expresses the hope that the Council will be able to maintain or improve on this!
- 3.16.10 The Council received 1788 Stage One corporate complaints in 2008/09, down 289 from the previous year. That reduction occurred as a result of falls in complaints about City Clean and Housing Benefits. Complaints about Transport and Highways, Revenues, Housing Management, Repairs and Maintenance, Housing Needs have remained broadly consistent. Complaints about Development Control have increased.

3.17 **Audit Commission**

- 3.17.1 Between October 2008 and March 2009 the Audit Commission undertook a review of governance in Brighton & Hove. The review was based on the Good Governance Standards for Public Services developed by the Independent Commission on Good Governance in Public Service. The overall conclusion of the report was positive.
- 3.17.2 Of particular relevance to the Standards Committee are the following conclusions:-

The protocols for dealing with issues of ethical standards, conduct and declarations of interest are in place and are generally effective. There is a well-established standards committee. The number of complaints upheld against Councillors is low. The monitoring officer and his team carry out their roles proactively and there is a good working relationship between the standards committee and the Council's legal team.

There is a well-established Standards Committee that includes three independent members from different professional backgrounds, one of whom is the chair and is highly experienced, well regarded and respected. Where there is a risk that a Councillor could breach the code of conduct, the Council uses informal processes initially to try to manage the issue. For example, the Chair of the Committee together with the Monitoring Officer takes an active approach to ensure that issues do not escalate and require formal intervention. The Committee's profile however could be raised, such as by actively promoting an understanding of the benefits of the ethical agenda inside the Council. This will help the Council to further improve the way inappropriate behaviour is dealt with. There is a clear understanding about the arrangements for the declaration of Councillors interests and the register of interests is readily available to the public.

3.18 Overall Assessment

- 3.18.1 The standards of conduct among Members, Co-opted Members and Officers of the Council remain high and no significant problems have been identified. Although 7 cases were referred to the Hearing Panel in the period covered by this report, as yet there have been no findings that a member has failed to observe the Council's Code of Conduct for Members.
- 3.18.2 There are no significant issues to be addressed in relation to complaints to the local Ombudsman.
- 3.18.3 All the audits undertaken by the Council internally as well as by external assessors regarding corporate governance are satisfactory overall.
- 3.18.4 The current Member and Officer arrangements to deal with conduct issues and support the role of the Monitoring Officer remain adequate.

4. CONSULTATION:

- 4.1 There has been no consultation.

5. FINANCIAL & OTHER IMPLICATIONS:

5.1 Financial Implications:

There are no direct financial implications arising from this report. Resources to support the activities described are met within the Strategy & Governance budget.

Finance Officer Consulted: Anne Silley

Date: 21 December 2009

5.2 Legal Implications:

These are addressed in the body of the report.

Lawyer Consulted: Liz Woodley

Date: 20 November 2009

5.3 Equalities Implications:

There are none.

5.4 Sustainability Implications:

There are none.

5.5 Crime & Disorder Implications:

There are none.

5.6 Risk and Opportunity Management Implications:

There are none.

5.7 Corporate / Citywide Implications

There are none.

SUPPORTING DOCUMENTATION

Appendices:

None.

Documents In Members' Rooms:

None.

Background Documents:

None.

Subject: Review of Members' Allowances
Date of Meeting: 18 March 2010
9 March 2010 Governance Committee
Report of: Director of Strategy and Governance
Contact Officer: Name: Mark Wall **Tel:** 29-1006
E-mail: mark.wall@brighton-hove.gov.uk
Wards Affected: All

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 To consider the recommendations of the Independent Remuneration Panel (IRP) following its review of the Members' Allowances Scheme.
- 1.2 This is the eighth report of the Panel to the Council on the level of allowances and expenses it feels are appropriate. Once again the Panel has considered basic, special responsibility, travel and subsistence allowances and also payments to carers and co-optees.

2. RECOMMENDATIONS:

- 2.1 That the recommendations of the Independent Remuneration Panel, as set out in its report which is listed as Item No. 65(b) be recommended to Council for approval.
- 2.2 That the Chief Executive be authorised to amend the Brighton & Hove Members' Allowances Scheme to reflect the foregoing, to submit to Council for adoption, and to issue the revised scheme following council approval.
- 2.3 That the allowance payable to each of the members of the Independent Remuneration Panel be increased by the council's salary inflation of 1% for 2009 with effect from 14 May 2010, (i.e. the day after the Annual Council meeting and in line with the effective date recommended by the Panel for increases in Members' Allowances), in recognition of their time commitment and their important role.

3. RELEVANT BACKGROUND INFORMATION / CHRONOLOGY OF KEY EVENTS:

- 3.1 In order to revise its Members' Allowances Scheme, the Council is required to have regard to the recommendations of the Independent Remuneration Panel.
- 3.2 The Panel has taken the view that in line with the Local Authorities (Members' Allowances) (England) Regulations 2003 and the introduction of the new governance arrangements in May 2008, it would review the Members' Allowances Scheme and make recommendations to the Council on :

- (a) The level of Basic Allowance to be paid to all councillors;
- (b) The responsibilities for which Special Responsibility Allowances (SRA's) should be payable (only one Special Responsibility Allowance is payable per councillor);
- (c) The levels of SRA payable;
- (d) The payment of Travel & Subsistence Allowances and appropriate mileage and subsistence rates payable to councillors undertaking approved council duties;
- (e) The payment of a Co-optee's Allowance;
- (f) The payment of Childcare & Dependant Carer's Allowances, the level of such payments and any upper limits that should apply.

- 3.3 The Panel has received and analysed evidence from a range of local authorities, including the council's family tree identified by the Audit Commission, in order to maintain as much consistency as possible. The move to the new executive arrangements has dictated the style of the Panel's current review, which also included surveying all Members and having one to one meetings with the Group Leaders, Chairmen, Deputy Chairmen and Backbench Members.
- 3.4 The Panel has completed an 18-month review following the introduction of the new executive arrangements, and their recommendations are contained within the Annual Report for 2008/10 which is attached as Item 79(b) to this report.
- 3.5 The Panel has looked at the levels of responsibility for each and every role that is set down in the new Scheme of allowances, and has revised its formula for setting the Leader of the Council's Special Responsibility Allowance (SRA). It has then used the 'core' element of the SRA as the basis for the other Special Responsibility Allowances listed in the scheme, whilst looking at the roles of the Cabinet Members, Chairmen and Deputy Chairmen of the Regulatory Committees and Overview & Scrutiny Committees. The Panel also noted that the roles and portfolios of the Cabinet members may be changed by the Leader at any time and has sought to acknowledge that possibility without requiring further amendment to the Members' Allowances Scheme.
- 3.6 Once again the Panel has taken account of the latest regional and national earnings information in relation to any increase in allowances and has made comparisons with the council's own salary inflation rate for 2009.

4. CONSULTATION

- 4.1 The Panel has met with the Group Leaders and the majority of other Members, including post holders within the new executive arrangements and also received written feedback from those that could not attend meetings.

- 4.2 The recommendations of the Independent Remuneration Panel are being reported to the Governance Committee where all party groups are represented, before being submitted to Full Council on 18 March 2010.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 Subject to agreement at Council on 25 February the Members' Allowances revenue budget for 2010/11 has been set at £1,054,900 assuming the current level of take up of the superannuation scheme.
- 5.2 The proposed new scheme allows for an inflationary increase of 1% to the Basic Allowance making a total of £625,212 plus on costs for the full year. This inflationary increase is in line with the Council's budget strategy assumptions.
- 5.3 The proposed new scheme contains provision for 25 SRA's, with the likelihood that a maximum of 24 could be paid in 2010/11 based on the current make-up of the council. The total payment of SRA's is estimated at £253,563 plus on costs.
- 5.4 The total estimated cost of the proposed new scheme is £1,036, 953 including superannuation and national insurance on costs at 18% based on current take up which can be accommodated within the budget for 2010/11. An estimated £18,000 would be available to fund any additional take up of the local authority pension scheme or support other members' budgets.
- 5.5 Should the current scheme be retained with no inflationary rise attributed to the Basic Allowance or the SRA's, the total cost of the allowances (assuming full take up of allowances) would reach £901,367. With the current level of superannuation and national insurance on costs at 18% on-costs included, the total cost of the scheme would amount to £1,063,613 which would result in an overspend of £8,713. In 2009/10 not all members took the full allowances leading to an underspend.
- 5.6 The Members Allowances Budget has previously resulted in an underspend because of the lower take-up in the local authority pension scheme. If there was a significant change in take up rate this would lead to a small budget pressure. This is considered to be a low risk and could if necessary be addressed within the Strategy and Governance Directorate budget.

Finance Officer Consulted: Anne Silley

Date: 16/02/10

Legal Implications:

- 5.7 The proposals in this report comply with the requirements of the Local Authorities (Members' Allowances) (England) Regulations 2003 and associated guidance.
- 5.8 There are no adverse Human Rights Act implications arising from this report.

Lawyer Consulted:

Abraham Ghebre-Ghiorghis

Date: 15/02/10

Equalities Implications:

- 5.9 The recommendations explicitly seek to encourage a wider cross-section of the community to become councillors, and reduce the financial disincentives, which deter a broader spectrum of people from serving as councillors.

Sustainability Implications:

- 5.10 None arising directly from this report

Crime & Disorder Implications:

- 5.11 None arising directly from this report.

Risk and Opportunity Management Implications:

- 5.12 None arising directly from this report.

Corporate / Citywide Implications:

- 5.13 None arising directly from this report.

SUPPORTING DOCUMENTATION

Appendices:

None

Documents in Members' Rooms

None

Background Documents:

None

COUNCIL

18 March 2010

Agenda Item 65(b)

Brighton & Hove City Council

Subject:	Review of Members' Allowances		
Date of Meeting:	18 March 2010		
	9 March 2010 Governance Committee		
Report of:	Director of Strategy and Governance		
Contact Officer:	Name:	Mark Wall	Tel: 29-1006
	E-mail:	mark.wall@brighton-hove.gov.uk	
Wards Affected:	All		

FOR GENERAL RELEASE

**REPORT OF THE
INDEPENDENT REMUNERATION PANEL
REVIEW OF MEMBERS' ALLOWANCES SCHEME
2008/10**

Members of the Panel:

**Simon Keane (Chair)
Samuel Barsam
Ken Childerhouse
Keith Hathaway
Jennifer Redman**

Brighton & Hove City Council

February 2010

Annual Report of the
Independent Remuneration Panel

The Panel

1. COMPOSITION

- 1.1 The Independent Remuneration Panel (“the Panel”) shall consist of between three and five members appointed by the Monitoring Officer after consultation with the Chief Executive.

2. FUNCTIONS OF THE PANEL

- 2.1 The functions of the Panel shall be as set out in Regulation 21 of the Local Authorities (Members’ Allowances) (England) Regulations 2003, namely to produce a report in relation to Members of the Council, making recommendations as to:

- (a) the amount of basic allowance which should be payable to Members;
- (b) the duties in respect of which such Members should receive a special responsibility allowance and the amount of such allowance;
- (c) whether dependant carer’s allowance should be payable to Members of the council, and the amount of such allowance;
- (d) the responsibilities or duties in respect of which a travel and subsistence allowance should be available;
- (e) the responsibilities or duties in respect of which a co-optees’ allowance should be available;
- (f) whether payment of allowances may be backdated in accordance with regulation 10(6) in the event of the scheme being amended at any time;
- (g) whether adjustments to the level of allowances may be determined according to an index and, if so, which index and how long that index should apply;
- (h) which Members of an authority are to be entitled to pensions in accordance with a scheme made under section 7 of the Superannuation Act 1972;
- (i) treating basic allowance or special responsibility allowance, or both, as amounts in respect of which such pensions are payable;
- (j) whether any allowances to Members should be withheld in the event of the member concerned being suspended or partially suspended.

- 2.2 Where the Independent Remuneration Panel exercises its functions in relation to the Parish Council within the authority's area, its functions shall be as set out in Regulation 28 of the Local Authorities (Members' Allowances) (England) Regulations 2003, namely to produce a report in relation to Members of the Parish Council making recommendations as to:
- (a) the amount of parish basic allowance which should be payable to Parish Council Members;
 - (b) whether parish basic allowance should be payable only to the chairman of the Parish Council or to all of its Members;
 - (c) whether, if parish basic allowance should be payable to both the Chairman and the other Members of any such authority, the allowance payable to the Chairman should be set at a level higher than that payable to the other Members and, if so, the higher amount so payable;
 - (d) the amount of travelling and subsistence allowance payable to Members of such authority;
 - (e) the responsibilities or duties in respect of which Members should receive parish travelling and subsistence allowance.
- 2.3 In addition to the functions under 2.1 and 2.2 above, the Panel may, if requested to do so by the Monitoring Officer, consider the expenses and allowances paid to the Mayor and Deputy Mayor under Sections 3 and 5 of the Local Government Act 1972.
- 2.4 The Panel has also, at the request of the Monitoring Officer, reviewed the level of allowances paid to non-voting co-optees who attend committee meetings, and made recommendations as to how these should be reimbursed.

3. TERM OF OFFICE OF MEMBERS OF THE PANEL

- 3.1 Members of the Panel shall be appointed for an initial term of three years. The Council may, at its discretion, extend this period. The Council or the Panel member may terminate the appointment by giving one month's notice.

4. MEETINGS

- 4.1 The Panel shall be chaired by a person appointed by the Panel members.
- 4.2 The Panel shall meet on such dates and at such times as the Panel may determine, having regard to the advice of the Monitoring Officer.
- 4.3 The quorum for meetings of the Panel shall be at least 50% of the members of the Panel.

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SECTION A

1. RECOMMENDATIONS AND PRINCIPLES

The following recommendations are put before the Full Council:

- 1.1 That a basic allowance £11,578 pa be paid to all councillors with effect from 14 May 2010 (this being the day after Annual Council), (see paragraphs 3.1–3.13 of the report);
- 1.2 That the following positions of additional responsibility be set/confirmed as percentage levels of the Leader’s “core” SRA as listed (see paragraphs 4.1-4.42 of the report and appendix 1 to the report):
- | | | | |
|-----|--|------|---------|
| (a) | Leader of the Council | 100% | £28,156 |
| (b) | Deputy Leader of the Council | 74% | £17,254 |
| (c) | Cabinet Member with portfolio | 47% | £10,883 |
| (d) | Chairman of Planning Committee | 47% | £10,883 |
| (e) | Leader of the Opposition | 45% | £13,202 |
| (f) | Chairman of Licensing Committee | 37% | £ 8,568 |
| (g) | Chairman of Governance Committee | 37% | £ 8,568 |
| (h) | Chairman of Audit Committee | 37% | £ 8,568 |
| (i) | Chairman of Overview & Scrutiny Commission | 31% | £ 7,178 |
| (j) | Chairmen of Overview & Scrutiny Committees | 31% | £ 7,178 |
| (k) | Deputy Leader of the Opposition | 31% | £ 7,178 |
| (l) | Leader/Convenor of a Minority Group | 25% | £ 8,571 |
- 1.3 That the Special Responsibility Allowances for the following positions be calculated in accordance with the number of seats held in each of the respective groups as set down in sections 4.6 to 4.15 of this report;
- (a) Leader of the Council
 - (b) Leader/Convenor of the main Opposition Group/s
 - (c) Leader/Convenor of a Minority Group with at least 10% of the seats on the council;
- 1.4 That a new allowance be payable to each of the Overview & Scrutiny Review Panel Chairmen on completion of their review, provided they are not already in receipt of a Special Responsibility Allowance in respect of another role (see paragraphs 4.33 – 4.35 of the report);
- 1.5 That it be noted the Panel is recommending a maximum of 25 Special Responsibility Allowances be paid under the Members’ Allowances Scheme but that the exact number payable will only be identifiable once any double-ups have been confirmed;
- 1.6 That with regard to 1.2 (b) above, there be a maximum of two Deputy Leaders within the Scheme;

- 1.7 That with regard to 1.2 (a)–(c) above, there be a maximum of 10 Members within the Cabinet;
- 1.8 That with regard to 1.2 (h)-(i) above, there be a maximum of 6 overview and scrutiny chairmen including the chairman of the Commission;
- 1.9 That a Co-optees' Allowance of £4,356 be paid to the Independent Chairman of the Standards Committee (see paragraphs 8.1 – 8.4 of the report);
- 1.10 That a Co-optees' Allowance of £553 be paid to the Independent Deputy Chairman of the Standards Committee should one be appointed (see paragraphs 8.5 – 8.7 of the report);
- 1.11 That the table set out in Appendix 1 which lists all the positions of special responsibility be noted but that individual portfolios be changed at the discretion of either the Leader of the Council or Full Council, as appropriate;
- 1.12 That the Members' Allowances Scheme allows portfolios to change without further amendment to it;
- 1.13 That an index be applied to the Basic Allowance equivalent to the council's salary inflation and that this be implemented on the day after Annual Council for each of the municipal years, with further review in 2012/13;
- 1.14 That the Travel Allowance remains in line with Inland Revenue Advisory Rates and any amendments made to them and that the council adopts the Driving at Work policy in respect of councillors' motor mileage claims (see paragraphs 5.1 – 5.5 of the report);
- 1.15 That the Subsistence Allowance remains unaltered and no alcohol costs be reimbursed as laid down in the Members' Allowances Scheme (see paragraphs 5.6 and 5.7 of the report);
- 1.16 That care costs for approved duties be paid to councillors rather than carers, that the hourly rate for cared-for children rise to £7.00, with the rate for dependant care to remain at £7.50 per hour and that the upper age limit for cared-for children remain at "under 14".
- 1.17 That a clear and concise care package be drawn up by officers of what is claimable under the scheme (see paragraphs 6.1 – 6.10 of the report);
- 1.18 That levels of remuneration for non-committee co-optees should continue to be the same as those in the Members' Allowances Scheme (see paragraph 89.1 of the report);
- 1.19 That Motor mileage and subsistence shall only be claimable when attending approved duties outside the city boundaries (see paragraphs 10.3 and 10.6 of the report);

- 1.20 That the Mayor's and Deputy Mayor's Allowances continue to increase at the council's salary inflation rate in 2010/11 and beyond (see paragraph 10.7 of the report);
- 1.21 That all eligible councillors be entitled to join the Local Government Pension Scheme in respect of both the Basic and any Special Responsibility Allowances that may be paid (see paragraph 10.10 of the report);
- 1.22 That the council stop payments to councillors who have been suspended or partially suspended from their duties where they have breached the Code of Conduct (see paragraph 10.11 of the report);
- 1.23 That in order to assist with future reviews, consideration be given to adopting job profiles for the role of a councillor and the various positions identified for a special responsibility allowance; and
- 1.24 That it be noted in making our recommendations we have been able to find some savings and to bring the total cost of the Members' Allowances Scheme within budget.

Principles for the Members' Allowances Scheme

- 1.25 The Panel considers that a set of principles is a logical and clear way of expressing its views and this provides a sound framework for the Members' Allowances Scheme. We have therefore agreed the following set of principles and we consider that these should form the basis of any scheme adopted by the council:

The Council's Objectives:

- Provide appropriate support for people from all walks of life, enabling those with a wide range of skills and from different backgrounds to serve as councillors without financial disadvantage.
- Recognise the changing roles of elected members in their community councillor roles as well as in meetings, to ensure that changes to the democratic process are reflected and supported where possible.
- Incorporate into any scheme a voluntary service element which reflects the nature of the role and recognises the concept of civic duty.
- Recognise the significance of co-opted members in the operation of the authority.
- Provide role profiles for each of the positions set down in the Members' Allowances Scheme to support the recruitment and retention of councillors, to reinforce the aims of the council and to assist in future Independent Remuneration Panel reviews.
- Provide a sustainable travel scheme which encourages the use of bicycles and public transport throughout the city.
- Expect receipts/tickets to be attached to all claims submitted by both councillors and co-opted members to entitle the applicant to reimbursement.

- Approve a scheme which is open and transparent, which is available for public scrutiny and which meets audit requirements.
- Demonstrate value for money.

Expectations:

Councillors should:

- Recognise that there is a voluntary aspect to the role;
- Be able to join the Local Government Pension Scheme in respect of the basic allowance and also any special responsibility allowance to which they are entitled or may become entitled (provided they are lawfully eligible in terms of age);
- Accept that where they are taking on significant additional responsibilities, these will require a full or near full-time commitment and that this may be detrimental to career activity;
- Consider maintaining a reasonable work/life balance when undertaking their council duties;
- Submit claims for travel or subsistence, child or dependant care within two months of attending an approved duty – any claims received outside that time limit to be paid at the discretion of the Monitoring Officer in exceptional circumstances only;
- Submit accurate claims in accordance with the Members' Allowances Scheme;
- Provide all appropriate documentation requested of them such as driving licence, birth certificate, insurance etc.

Performance and Support:

- Effective support to be available to every councillor to assist them in their various roles, this to include provision for child and dependant care where appropriate, administration and business support;
- The loan of council equipment to enable councillors to undertake their duties;
- Allowances should be withheld where a councillor is suspended or partially suspended from responsibilities or duties;
- The Members' Allowances Scheme and any payments made from it should be published and made generally available to the public as well as being placed on the council's website.

The Independent Remuneration Panel

- The Panel to undertake further reviews of any of the principles outlined above and to amend them as appropriate when drawing up the Scheme.

SECTION B

2. THE CONTEXT FOR THE REVIEW

The role of the Independent Remuneration Panel

- 2.1 In reviewing its Members' Allowances Scheme, the Council is required to obtain the advice of its Independent Remuneration Panel, and to have regard to the Panel's recommendations.
- 2.2 Whilst the 2007-8 review focused within a very tight timescale on the new governance arrangements which were to be introduced on 15 May 2008, this latest review has been conducted over an 18-month period, providing the opportunity to look more extensively at each of the allowances and expenses within the Members' Allowances Scheme. This means that the Panel has been able to consider whether the significant transitional changes anticipated have taken place within the authority, thereby affecting individual councillors and the council as a whole. The Panel relied largely on evidence gathered from other local authorities for its recommendations in 2008 but it now has strong evidence from within the council as well as external comparison on which to base each of the recommendations in its latest Annual Report.
- 2.3 Throughout the review period the Panel has been mindful of major external issues and how they impact on any recommendations made. Although not strictly a requirement under its terms of reference, the Panel likes to ensure that it works within the prescribed budget when undertaking each review. However, this year it has balanced the financial constraints of the authority at a time of global recession with the need to provide a reasonable level of allowance for all councillors – one which the Panel anticipates will enable them to carry out their duties without discrimination or favour.
- 2.4 In addition, the Panel acknowledges public condemnation over the MPs' expenses throughout 2009 and feels it essential that it gets the right message across in terms of the allowances and expenses paid by Brighton & Hove City Council. The Panel remains firmly of the view that all the allowances and expenses and any methodology applied must be open, transparent and accountable. The Panel would like also to draw attention to the fact that there are no monetary payments made to councillors and co-opted members other than those stipulated in the Members' Allowances Scheme.
- 2.5 Within the parameters of our remit we are fully in tune with relevant issues, we share information and good practice with other panels and any recommendations we make are sound. On 6 May 2009 we invited independent remuneration panel chairmen and officers from other local authorities in the region to a networking event at Hove Town Hall with the intention of launching a new group for the South-East of England in 2010. We are pleased to report that we attracted a number of key speakers on the day including the author of the Councillors' Commission Report, Alan Pike and former Argus journalist Adam Trimmingham.

- 2.6 In September 2009 one of our Panel Members attended an annual networking group in Chelmsford aimed primarily at county councils in the region, but with whom we have a close link, and an officer attended the south-west of England networking group for panel chairmen and officers to observe their set-up and to forge firm links with them. For the future this will mean that we have access to comprehensive statistics, detailed analysis and a wealth and breadth of knowledge across the south.
- 2.7 On 25 March Brighton & Hove will host the launch event for the South-East of England Networking Groups for Independent Remuneration Panel Chairmen and Officers and it should be an interesting and thought-provoking day to which the Chair of the Councillors' Commission and other external stakeholders will be invited.

The 2008-10 Review

- 2.8 Between November 2008 and February 2010 the Panel has undertaken a detailed review of the scheme of allowances and in order to be as consistent as possible with previous reviews, has considered evidence from a range of other local authorities, the majority of which have been used for this purpose since 2005.
- 2.9 In addition to the information obtained from a range of London Boroughs, Unitary Authorities, Counties and Metropolitans, the Panel have considered levels of payments at all other 14 councils named in the Audit Commission Family Tree. We have also sought advice and guidance from a number of nationally recognised public bodies and experts. Each of these sources is set down in Appendix 3 to this report.
- 2.10 Faced with the prospect of setting allowances for completely new positions of responsibility in 2007-08, the Panel studied job profiles and individual portfolios from other local authorities in respect of the Leader of the Council and each Cabinet Member in order to achieve a better understanding of the new roles and how they would fit into the proposed new structure. These profiles have helped to form the basis of the 2008-10 review.
- 2.11 The Panel has been meeting approximately once a month since November 2008 when it set its work programme for the duration of the review. Although the meeting planned for July 2009 was cancelled because of the pending by-election in Goldsmid ward, further meetings have taken place in the autumn. Work has been varied, research undertaken and information and evidence gathered from many different sources. The detailed programme is shown at Appendix 6 to this report.
- 2.12 The Panel circulated an electronic survey to all councillors in December 2008 and we have gathered an enormous amount of information from it. We are particularly grateful to 36 councillors for responding to the survey providing us with so much detail as this has been with a starting point for the many

individual question and answer sessions we have run with councillors throughout the review.

- 2.13 In total the Panel has met with 35 of the councillors from each of the groups on the authority and we have invited all 54 to speak with us and to make their views known. Those who have been unable to do so have been encouraged to let us have their comments in writing and any that we have received have been given our full consideration. We have met also with the Independent Chairman of the Standards Committee whose position qualifies for a Co-optees' Allowance and we are grateful to each of them for their time and input into the review process.
- 2.14 In February 2009 the Panel spoke with the Leader of the Council to learn about her new role and any powers conferred on it by central government, recognising that there was an increase in power resulting from these changes. The Panel felt that changes which affected the Leader also re-shaped the way all councillors were required to work and recognised that this was a pivotal position on which all the other Special Responsibility Allowances were based.
- 2.15 It is vital therefore that this key position is given an appropriate level of remuneration.
- 2.16 Discussions took place in March 2009 with the two Deputy Leaders, one with and one without portfolio, as well as the remaining members of the Cabinet. These, together with individual survey responses, provided Panel members with key information on the roles and responsibilities of each portfolio holder. The Panel recognised the significance of correctly evaluating these positions of additional responsibility, all of which have been introduced under the new governance arrangements.
- 2.17 Although not a new function, the Panel has recognised that some changes in the overview & scrutiny function have taken place since May 2008. The introduction of the new Overview & Scrutiny Commission, which co-ordinates the work of the other five overview and scrutiny committees, has additional specific responsibility for resources, performance, partnerships and central services. The Panel met with chairmen and deputies from each of these six committees in April and June 2009 and spoke also with relevant lead officers about this work area.
- 2.18 The regulatory committees of the council have undergone little if any change during the current review period. However, we met with the chairmen and deputies from each of these committees to gain clearer information on their individual roles. The Panel was keen to learn what additional responsibilities they held and how these varied from the ordinary members of the committee in terms of both time and tasks. We met each of them in either June or September.
- 2.19 In December 2009 the Panel met the Leaders and Deputies from the main Opposition and Minority Groups, not all of whom currently receive a Special Responsibility Allowance. We know that the change in political balance on

the council as a direct result of the July by-election meant that the second and third Groups hold the same number of seats. Whilst the Panel understood that the Labour Group is the main Opposition in the current municipal year, it felt that the Scheme should be better placed to recognise changes in political balance in the future. The Panel also wished to revisit the restriction on the payment of an allowance to a Minority Group Leader to see if there was any justification for change and therefore it met with the Leader of the Liberal Democrat Group to listen and consider any points that he wished to raise.

- 2.20 Full Council on 24 April 2008 approved an SRA for two of the six councillor representatives on the Arts Commission to demonstrate the importance of art and culture within the city. This allowance became payable from the day after Annual Council. As part of the current review the Panel has considered the appropriateness of these payments and what role if any these councillors hold in terms of partnership working and cultural success. We were anxious to learn of the specific duties allocated to each and how they differed from the remaining four councillor representatives.
- 2.21 The Panel has listened to councillors' views on many issues throughout the review period and the October 2009 meeting involved us in discussions with individual councillors in respect of the basic allowance. At that meeting and elsewhere in our review we looked back at the December 2008 survey results as well as at the current levels of basic allowance paid in other local authorities across the country.
- 2.22 We would like to put on record that we are aware of the hard work that all councillors do in their wards, dealing with community matters, supporting their constituents and representing them at meetings, as well as attending many other duties such as Local Action Team meetings, Community Association meetings and many more besides. We recognise that this work takes a considerable amount of time and that it is undertaken in addition to the raft of approved duties which are in the council's official timetable, relevant training programmes or schedules.
- 2.23 We were concerned to learn of the financial difficulty that some councillors or their councillor colleagues were experiencing in undertaking their council duties. Although in times of economic crisis the Panel recognises that it is difficult to justify increasing allowances and there will be little public support for such a move, for some councillors this is the only recompense they receive for an average of 28 hours per week spent on council business, much of which is carried out in the evenings and at weekends and which has to fit around paid employment and family life.
- 2.24 The Child & Dependants' Carers' Allowance is another part of the Scheme that the Panel has considered in great detail. We have read the Councillors' Commission Report which was published in December 2007 which states that *"firmer guidance should be provided on the minimum package of support that each councillor should expect to receive"* and we feel strongly that one of the best ways to support councillors is by providing a robust care package which clearly sets out all the options open to them. We are mindful that parent

councillors should not be disadvantaged in any way, nor should those with responsibilities for caring for elderly relatives. The Panel met with a number of councillors to discuss these important issues in November 2009 and our findings are set out in detail at section 6 of this report.

- 2.25 In terms of Travel Allowance the Panel recommended in 2003 that the council's scheme should match each of the vehicle advisory rates set down by the Inland Revenue and that any increase/decrease the Inland Revenue applied, be similarly mirrored by the city council. This is a policy adopted by a number of other local authorities and we remain of the view that this is a clear, simple and reasonable approach. We see no merit in changing this part of the scheme.
- 2.26 At the close of our last review and also as part of this, we have had drawn to our attention the fact that a small number of councillors are unhappy that the scheme prevents them from claiming motor mileage for travel within the city. We recognise that the changing role of the councillor means that many of the duties attended are held away from the Town Halls and other civic buildings and this can mean councillors having to travel fairly extensively from one part of the city to another without recompense. We have listened to each of the comments that have been put to us but we remain of the view that this part of the scheme should not change, preferring instead to support a more sustainable approach to travel when making our recommendations to the council. We consider it reasonable that these costs should be taken from the basic allowance.

Methodology

- 2.27 We have considered the following in order to arrive at our recommendations:
- √ detailed information and analysis gleaned directly from councillors' responses to our electronic survey;
 - √ first-hand qualitative information obtained from face-to-face discussions with 35 councillors;
 - √ the latest information on allowances paid by other authorities on a local, regional and national basis;
 - √ attendance at IRP Networking meetings in the south of England;
 - √ guidance from approved national bodies (eg the Local Government Association), experts in Members' Allowances and good practice;
 - √ the formula approved and used since 2003 to set levels of remuneration and other statistical evidence;
 - √ the introduction of an alternative methodology for calculating the Leaders' Allowances;
 - √ the council's salary inflation rate for 2010/11.

Public Service Principle

- 2.28 The Panel notes that the concept of public service and civic duty continues to be upheld by many councillors despite the time commitment involved and increasing demands placed upon them. We accept that this concept should

remain and consider that a proportion of any time spent should continue to be regarded as voluntary. In the past we have recommended that the public service principle should be calculated at 40%. In other words, councillors give 40% of their time on a voluntary basis and although we recognise this is a significant contribution, we feel that it is set at an appropriate level. The Panel therefore, is not recommending any change to the voluntary contribution at the current time.

- 2.29 Whilst supporting this ethos, we believe that the council should provide a package of financial support which is reasonable, that it goes some way towards addressing the disincentives from serving in local politics, and that it does not disadvantage people from all walks of life who wish to enter the political arena in this way.
- 2.30 We are aware that the Government is keen to increase the number of people wishing to serve as councillors and we are mindful that locally the next elections will take place in May 2011. On the back of that we hope that the Government will give further consideration to encouraging employers to enable staff to take time off for council duties without penalty.
- 2.31 Maintaining a work/life balance has been a difficulty for many councillors over the past few years and we are aware that council and council related duties continue to have a significant impact on their personal lives. We urge the council to find ways of ensuring that all councillors give proper consideration to maintaining a work/life balance which we believe will help to encourage a wider cross-section of the community to serve on the council in the future.

Public Expenditure

- 2.32 The Panel has undertaken one of its most extensive reviews at a time of great financial constraint and we have therefore made recommendations which we feel reflect the seriousness of the current economic climate within which we must work, yet which also give appropriate recognition and reward. It is hoped that the views we have expressed in this report demonstrate our belief that the changing roles and responsibilities of all councillors mean there is a real need to “balance the books”. We are keen to ensure that where workloads and responsibilities are clearly defined, appropriate recognition and support is provided.
- 2.33 Mindful that we wish to remain within budget we have sought to provide much needed support to those in backbench positions who feel they struggle to cope with the financial burden and in particular to those with caring needs. These are perhaps the most radical recommendations we have put forward to date, but we feel that they are fully justifiable and that they reflect the work of the authority under its new modernised governance arrangements.
- 2.34 We note that the council has set the Members’ Allowances budget at £1,054,900 for 2010/11 and working within that figure, we regard it imperative that any recommendations we make as an independent panel are sound. We are pleased to report therefore that each of the changes we are proposing are

both transparent and accountable, that they remain in line with other local, national and regional authorities used for comparison and that they also remain within the prescribed budget.

SECTION C

3. THE BASIC ALLOWANCE

Councillors' roles

3.1 The Panel notes that all councillors have wide-ranging roles and responsibilities both within the council and outside. In addition to their approved duties, many councillors serve as representatives of the council on outside bodies; they are often also school governors, members of Local Action Teams and are active in charitable organisations and associations. In addition, they may be invited to attend a variety of other events in their capacity as a councillor. Additional time is also spent by many councillors in ward surgeries, as well as dealing with emails, correspondence, telephone calls and face-to-face meetings with constituents. The Panel acknowledges the hard work that councillors do in this respect.

Factors affecting workload

3.2 This is the first review of workloads under the new governance arrangements and we are aware that councillors are now experiencing a number of different challenges. Partnership working and engagement are becoming increasingly important and these factors are dramatically re-shaping the way all councillors work. We note that there are problems in balancing conflicting demands on time, workloads for backbench councillors are increasing, whilst many find it difficult to be properly involved in the decision-making process. We are aware that this has been another year of change and we recognise the following as being of particular significance –

- (a) The new governance arrangements have brought with them a need for all councillors to take on new roles and we recognise that this has been a challenging process. It has had an impact on the Administration and Opposition Groups alike. In addition, following the July 2009 by-election, the Green Group gained a seat and it now holds the same number of seats as the Labour Opposition. This has meant additional challenges in terms of political balance, affecting all councillors in what was already a period of re-focusing and re-grouping.
- (b) Following the by-election seven wards remain “split” politically and there continues to be duplication of some work because of the political differences and lack of communication. Where there is joint working additional time is spent on liaising with councillors from other groups to negotiate an approach to ward issues.

- (c) Planning Committee and Licensing Panels both continue to meet frequently and often involve lengthy deliberation. The workloads of both are substantial. A willingness to serve on Planning or to attend an ad hoc Licensing Panel continues also to be affected by the time commitment required. These are often considered to be onerous duties and the Panel recognises that they continue to require careful monitoring.

Time Commitment

- 3.3 The Panel remains of the view that time commitment must be a primary consideration in the development of an appropriate level of basic allowance. From the responses we have received to our latest survey and also from discussions subsequently held with councillors, it is clear that the number of hours worked by councillors in their backbench roles has continued at approximately 28 hours per week. In some cases time commitment is even greater depending largely on the roles undertaken by individual councillors and the constraints of employment. What is apparent is that it is the way in which councillors are spending their time that has changed more than the amount of time involved.

Setting an appropriate level of Basic Allowance

- 3.4 In April 2008 the Panel recommended to Full Council an increase to the basic allowance equivalent to the rate of salary inflation and stated that subject to any changes in the overall structure of the council which might affect the public service commitment, it would not anticipate the need for a comprehensive review to follow.
- 3.5 In Spring 2009, mid-way through the wider 2008-10 review, the Panel applied an inflationary increase for the 2009/10 municipal year and undertook to review the changing roles of councillors as it sought to identify whether there was a need for further change.
- 3.6 Since May the Panel has spoken to many different councillors, both those who were newly elected in 2007 and those who have been councillors for much longer. Although we gathered concise information on this matter from our earlier survey results, we have built up that picture over the past few months and checked and rechecked that what we have learnt still stands. We are acutely aware that the basic allowance is an important part of the overall scheme and that this payment is the only allowance to which many of the councillors are entitled. We now have strong evidence on which to base our recommendations.
- 3.7 Whilst being mindful of the current economic constraints, the Panel recommends that a salary inflationary increase of 1% be applied to the basic allowance for 2010/11. We feel that on balance this provides the best possible financial support at the current time, particularly for backbench councillors. We understand several councillors have given up well-paid jobs,

taken career breaks or sought part-time paid employment in order to continue with their council duties over the past few years and we wish to go some way towards redressing the balance, whilst retaining the public service ethos mentioned above.

- 3.8 In previous years we have emphasised the importance of retaining transparency in our methodology for recommending the level of the basic allowance and we wish to continue applying the formula identified by the Institute of Local Government Studies at the University of Birmingham (INLOGOV). This formula takes into account the number of hours worked, the local hourly rate of pay and incorporates a percentage which recognises the public service ethic. This is expressed as follows:

Number of hours/ days worked x rate for the job minus a public service element

- 3.9 As we wish to ensure that our proposals continue to be realistic in terms of national employment statistics, we have also checked that the level of basic allowance proposed will be in line with hourly rates of pay for male full-time employees in the Brighton & Hove unitary authority area and we are pleased to report that our recommendations remain consistent with this methodology – the new basic allowance falls between the median and mean salaries for these male employees.
- 3.10 We are strongly of the view that the INLOGOV formula should be retained and feel that this provides a clear and demonstrable methodology for calculating the basic allowance.
- 3.11 In reaching this conclusion we have taken into account the evidence we have received of the levels of basic allowance paid by other local authorities, as well as other members of the council's audit family tree over the past few years and we are of the view that Brighton & Hove remains in an appropriate position in relation to its peers. In addition, we note that many authorities are applying an index to their basic allowances for a maximum of four years and the Regulations permit this and recognise it as good practice.
- 3.12 We therefore recommend a basic allowance of £11,578pa. This should take effect from 14 May 2010, the day after the Annual Council Meeting, subject to the approval of Full Council (see recommendation 1.1).
- 3.13 We further recommend that an index be applied to this allowance and that a salary inflationary increase be added on the day after Annual Council each year for up to a maximum of four years (as permitted by the Members' Allowances Regulations), subject to further Panel reviews being conducted should they be deemed necessary at any time beforehand. In any event, the Panel will continue to meet from time to time to ensure that the allowances remain at an appropriate level and that they mirror the democratic structure of the council (see recommendation 1.13).

SECTION D

4. SPECIAL RESPONSIBILITY ALLOWANCES

Positions of additional responsibility

- 4.1 The Panel recognises that in addition to the community councillor role, some councillors undertake extra duties and responsibilities for which it is appropriate to pay SRA's. We are aware the guidance governing the payment of these allowances recommends that not more than half the councillors in an authority should be in receipt of an SRA (27 in the case of Brighton & Hove). We are also mindful of the fact that the current and some previous Brighton & Hove schemes have exceeded that guidance. Following a difficult period in which it has been impossible to keep the number of qualifying posts to recommended levels, our latest proposals bring the scheme in line with best practice.
- 4.2 After careful consideration we recommend that a maximum of 25 SRA's be payable, a number that falls within the scope of the guidance but which we feel fully reflects and supports the modern governance arrangements which are in place at Brighton & Hove. At this time we do not see the need for any additional posts to be included within the Members' Allowances Scheme nor do we support any moves to take the payment of the allowances over budget.

Additional Duties

- 4.3 It remains our prime concern to arrive at recommendations that can be justified and although we have regularly reviewed our use of the INLOGOV methodology for setting allowances in the past, we have decided this time that whilst we are happy to retain the methodology for the basic allowance, we wish to adopt a different approach for SRA's.

New methodology

- 4.4 The new methodology we recommend the council to adopt and the reasoning behind it does not change the fact that the position of the Leader of the Council is still considered to represent 100% and it is from this base that appropriate percentages are determined for the Deputy Leader/s, Cabinet Members, Committee and Review Panel Chairmen. However, we recommend that a different approach be applied when calculating the Leader's Allowance, that of the Leader/Convenor of the main Opposition and also the Leader/Convenor of Minority Group/s (see recommendation 1.2).
- 4.5 The Panel is aware that since the July 2009 by-election the changed political balance has resulted in two political groups holding the same number of seats on the council but their leaders are rewarded very differently. Although we understand that in the current municipal year the council recognises one to be the main Opposition and therefore the current payments are justifiable, we feel that this imbalance in terms of allowances paid should be addressed for the future; whilst acknowledging that the council has the ability to recognise

the position of the Leader of the Opposition. We are also aware that any changes we recommend must be flexible enough to work just as well should the political balance change yet again at any given time. This rationale is the basis for our new recommendations.

Leader of the Council

- 4.6 The Panel has learnt of the responsibilities undertaken under the new governance arrangements, given the complexity, size and budget of the council and acknowledges that in this position the Leader of the Council is required to represent not only the authority but the city as a whole. Duties are often conferred on the Leader by Central Government, responsibility has therefore increased. Having met with Councillor Mary Mears as part of this review we acknowledge that this is an important and strategic role requiring her to direct policy and set corporate priorities. The Leader also plays an important part in the Cabinet, guiding its work, appointing, suspending or removing Cabinet Members as necessary and determining the arrangements for the discharge of the executive arrangements.
- 4.7 We consider that the Leader of the Council should receive an SRA for the significant role and extra responsibilities of leading a large city council equivalent to two times the basic allowance, i.e. £23,156pa.
- 4.8 In addition to this, the Panel believes the role of the Leader of a Group should be recognised and that this additional element should be based on the basic allowance divided by the total number of councillors and multiplied by the number of Members within the Leader's Group.
- 4.9 As the Leader of the majority group, the Leader of the Council would be in receipt of an additional £5,350 bringing their total allowance to £28,506. It is recommended that this methodology be applied to all Group Leaders.
- 4.10 We therefore suggest that the Leader's SRA, based on the current number of seats held by the Administration should be calculated as follows:
- $$£23,156 + (£214 \times 25 = £5,350) = \mathbf{£28,506}$$
- 4.11 We recommend therefore that a Leader's Allowance of £28,506 be paid to the Leader of the Council provided the Group continues to hold 25 seats on the council (see recommendation 1.2(a)). That sum to be recalculated should the number of seats held within the administration group differ in any way. We are mindful of the fact that this represents a drop in the level of allowance paid to the Leader but we feel that this change of methodology fits better with the new governance arrangements whilst retaining parity with payments in other local authorities. The Panel prefers instead to inflate the Basic Allowance which is payable to all councillors and which makes up the majority of the Leaders' SRA (see recommendation 1.1 and Appendix 1).

Group Leaders/Convenors

- 4.12 The Panel wished to reflect the 100% level of the Leader of the Council's SRA in determining the level of SRA to be paid to the Leader of the Opposition and Group Leaders/Convenors. It is therefore proposed to base the percentage level of the Leader of the Opposition and Group Leaders/Convenors on the fixed part of the Leader of the Council's allowance i.e. £23,156.
- 4.13 The calculation would be as follows:

Basic SRA	= £23,156
Percentage applied	= %
£11,578 divided by the total number of councillors (54)	= £ 214
£214 x the number of councillors in each Group	=

Leader of the Opposition	= (£23,156 x 45%) + (214 x 13) = £13,202
Labour	= (£23,156 x 25%) + (214 x 13) = £ 8,571
Green	= (£23,156 x 25%) + (214 x 13) = £ 8,571

- 4.14 In respect of the current political balance, the methodology has been calculated as shown above but the same ruling would apply whatever the number of seats held by each of the Groups, provided they held a minimum of 10% of the seats on the council. The figures would simply need adjusting to reflect any change in numbers.
- 4.15 The Panel feels fully justified in recommending this new methodology for the calculation of the Leader of the Council's, Leader of the Opposition and Leaders/Convenors of Groups SRA's. The inclusion of the element based on the number of Members in a Group can be applied across all the Groups represented on the council who have 10% or more of the seats. This provides equity and allows for any changes in Group sizes during the term of office.

Calculating the other SRA's as a percentage of the Leader's

- 4.16 However, we recognise that there is an unstable element to this approach if it is adopted for the other SRA's in the scheme. It would be inappropriate to raise and lower individual special responsibility allowances purely on the number of seats held by the Administration and we therefore recommend that percentages be applied to the 'core' part of the Leader of the Council's allowance only, this being equivalent to 2 x *the basic allowance* (see recommendation 1.3 (b) and (c) and Appendix 1).

Deputy Leader/s of the Council

- 4.17 When the Panel began the current review in 2008, there were two positions of Deputy Leader, one with and one without portfolio. However, since May 2009 the position of Deputy Leader without portfolio no longer exists, having been replaced by a second portfolio holder and as a result we have concentrated our discussions and research on the portfolio positions only.

- 4.18 In the early part of the review the Panel met with Councillor Vanessa Brown, the then Deputy Leader of the Council, and learnt that she had responsibility for chairing Cabinet Meetings in the absence of the Leader. It was recognised that the position would be subject to the same conditions of appointment and dismissal as any other Cabinet Member but that it carried with it additional responsibility for a significant individual portfolio. The Panel recommends that this important position should be rewarded appropriately and that this allowance should be set at 74% of the Leader's Allowance provided the new methodology is applied to this calculation (see recommendation 1.2 (b) and Appendix 1).

Cabinet Members with portfolio

- 4.19 The Panel met with a number of Cabinet Members to learn first-hand of their responsibilities and workloads in terms of their individual portfolios. Whilst we recognise that there are some differences in quantities of work required of the posts, as well as in levels of responsibility held, we feel that to set the SRA's at varying levels would be divisive and we feel strongly that these should continue to be afforded the same level of financial recognition. We note that the new governance arrangements have resulted in considerable changes for all councillors and that these have made large workloads more difficult to complete but we understand that there has been considerable progress made in terms of cross-party liaison.
- 4.20 We note these improvements and recommend that the level of allowance for Cabinet Members with portfolio should be 47% of the Leader's Allowance. Bearing in mind the different portfolios, we wish to retain the right to revisit individual responsibilities should there be a need in the future (see recommendation 1.2 (c) and Appendix 1).

Chairmen of Regulatory Committees

- 4.21 The Panel met with the chairmen of each of the regulatory committees – Planning, Licensing (dual role), Audit and Governance as part of the current review. We learnt about the ongoing work of each of the committees, the onerous nature of Planning Committee and Ad Hoc Licensing Panels, both of which meet frequently and often for considerable amounts of time. We learnt also of the changing role of the Governance Committee which has responsibility for the affairs and effectiveness of the council as well as monitoring the constitution. Lastly we learnt of the Audit Committee, where it is the chairman's responsibility to sign off the Annual Statement of Accounts and to ensure effective financial arrangements are in place within the council.
- 4.22 We are mindful that these are busy committees and we wish to retain the right to re-review the workloads, particularly in respect of the Planning Committee and Licensing Panels should these become significantly greater than at present. We recommend that the following percentages of the Leader's Allowance should be applied for each of the regulatory committee chairmen:

Chairman of Planning Committee	47% of the Leader's Allowance
Chairman of Licensing (dual role)	37%
Chairman of Audit Committee	37%
Chairman of Governance Committee	37%

(See recommendation 1.2 (d) and (f-h) and Appendix 1).

Chairmen of Overview & Scrutiny Committees

- 4.23 In its last review the Panel understood that there would be a move to more effective overview and scrutiny under the new governance arrangements. The importance of this function was emphasised to us and we were advised that the number of overview and scrutiny committees would be increased to support this change. Since then we have met with Chairmen and Deputies from many of these new committees as well as with the Chairman of the Overview & Scrutiny Commission which has taken on a co-ordinating role. We are of the view that the effectiveness of these committees sits outside our remit but we wish to suggest that special responsibility allowances for each of these positions should be set at one level. We consider that the Chairmen of each of the Overview & Scrutiny Committees should receive an SRA equivalent to 31% of the Leader's Allowance (see recommendation 1.2 (h) and (i) and Appendix 1).

Deputy Chairmen of Regulatory Committees

- 4.24 We were pleased to meet with each of the four Deputy Chairmen in their respective roles on the regulatory committees. We were particularly keen to learn of their individual roles and responsibilities and to establish whether they held any significant position, whether any role profile had been allocated to them and what duties they undertook which were of greater importance than the ordinary members of their committees. We spoke not only to them but also to their Chairmen about this issue.
- 4.25 We recognise that each has a responsibility for covering for the Chairman if they are absent or they declare an interest in an agenda item at the meeting and do not therefore take a part in the discussion or voting. However, we failed to see that there were any significant additional duties allocated to each of them.
- 4.26 In order to reach this conclusion we have also looked for comparison at other local authorities used in our sample (see Appendix 2 to the report) and we find that there is little if any justification for these payments to be made.
- 4.27 This is an area which has been of some concern to us over a period of time and we have decided that it is no longer appropriate for Special Responsibility Allowances to be allocated to these positions. We recommend that with effect from 14 May 2010 no SRA's be paid to the Deputy Chairmen of the Regulatory Committees.

Deputy Chairman of the Overview & Scrutiny Commission and Deputy Chairmen of Overview & Scrutiny Committees

- 4.28 As part of the wider review of the Overview and Scrutiny function the Panel met with several of the Deputy Chairmen of the Overview and Scrutiny Committees. As with the Deputy Chairmen of the Regulatory Committees we were keen to establish an understanding of their individual roles and responsibilities.
- 4.29 In regard to the Deputy Chairman of the Overview & Scrutiny Commission, the Panel were mindful of the role of the Commission and its co-ordinating function. Having looked at the work of the Commission and taking into account the relationship between the Chairman, Deputy Chairman and its members, the Panel did not feel that the position of Deputy Chairman merited an SRA in itself.
- 4.30 Again, in taking in to consideration the comments of the Deputy Chairmen of the other Overview & Scrutiny Committees and making comparisons with other authorities (see Appendix 2 to the report) we could find little if any justification in making such payments to the Deputy Chairmen of these committees.
- 4.31 The Panel have not taken this view lightly and sought to review their conclusions. However, having reconsidered the information gleaned from meetings with the Deputy Chairmen and in making comparisons with other authorities, the Panel remained of the opinion that the Deputy Chairmen did not warrant the payment of an SRA.
- 4.32 We therefore recommend that with effect from 14 May 2010 no SRA's be paid to the Deputy Chairmen of the Overview & Scrutiny Committees and have therefore not included them in the proposed new scheme of allowances (see Appendix 1).

Proposed new SRA's for Chairmen of Overview & Scrutiny Review Panels

- 4.33 We have noted throughout our review that the council has set up a number of ad hoc review panels to consider matters such as studentification and road safety. We know that there have been several others. Whilst we can see little justification for the payment of an allowance to a deputy chairman of an overview and scrutiny committee who does not have a clearly defined role, we would like to suggest that a more positive, proactive and forward-thinking approach would be to give recognition to the chairmen who have responsibility for leading each of these ad hoc reviews.
- 4.34 We have been led to believe that there would be up to 12 such reviews each municipal year, and we are strongly of the view that the council should recognise the significance of this work. As such, we are of the view that up to 12 Review Panel Chairmen should each be paid £500 per review, at the

conclusion of the review period provided they are not already in receipt of another SRA.

- 4.35 Equally we would suggest that Panel Chairmen undertaking more than one review throughout the year should be able to make a second claim for this allowance provided they are not already in receipt of an SRA for another position; with a maximum of 3 claims each municipal year (see recommendation 1.4).

Other Special Responsibility Allowances

- 4.36 We have already made our feelings known in respect of the SRA's to be allocated to the Leaders of the Opposition and Minority Groups (see paragraphs 4.4 – 4.5 on pages 20 and 21 of our report) but we have set out below our recommendations in relation to the remaining SRA's.

Deputy Leader/s of the Opposition

- 4.37 The Panel met with the Deputy Leaders of the Opposition in December 2009 to learn first-hand of their individual remits. We were particularly keen to learn of their personal responsibilities and whether any duties had been specifically handed to them which were over and above those of the ordinary group members. Whilst recognising that each was in a position to cover for their Group Leader in her absence, there were no clear role profiles allocated to them and no significant duties which they could clearly define and which we could identify.
- 4.38 We met also with the two Deputy Convenors of the Green Group who hold the same number of seats on the council as the main Opposition and asked them the same question. Again we were looking for evidence of a clear and accountable level of responsibility but we found none. In both cases the Deputy Leaders/Deputy Convenors carried out dedicated duties but we are not convinced that either qualifies for an additional allowance.
- 4.39 In taking into account the lack of clarity around the role of a Deputy Leader/Convenor of the Opposition, the Panel have noted that there would be an opportunity to provide delegated responsibilities and duties to a post holder. It is therefore felt that the position should be recognised within the scheme and that it be set at 31% of the Leader's allowance, making it £7,178. However, in so doing, the Panel can only justify one such post within the scheme and would urge the council to consider introducing proper role profiles for both the Leader and Deputy Leader of the Opposition (see recommendation 1.23).

Leaders/Convenors of Minority Groups

- 4.40 The Panel invited the Leader of the smallest Minority Group on the council to meet with them to discuss the roles and responsibilities of his position. Councillor Paul Elgood met with us and expressed his concern that an allowance for this position was no longer payable and explained that he did

not understand the rationale for the decision to withdraw the payment at an earlier review.

- 4.41 He explained that with only two members to cover the committees, his workload was extensive but the Panel were unconvinced of the need to make further changes to the scheme. We remain of the view therefore that there is insufficient evidence to support a payment to a Group Leader with less than 10% of the seats on the council and statistical evidence from many other local authorities supports this view.
- 4.42 We recommend that an SRA be paid to a minority group leader with a minimum of 10% of the seats on the council based on the new methodology outlined in sections 4.4 to 4.12 of this report, ie. *basic allowance + £214 x the number of councillors in the group in 2010/11.*
- 4.43 Across the range of local authorities we have used for comparison, eight require a group to hold a minimum number of seats on the council for the group leader to qualify for a special responsibility allowance and of these eight; five are unitary authorities – Brighton & Hove being one of them (see recommendations 1.2 (l) and 1.3).

Representatives on the Arts Commission

- 4.44 From our work on the Panel we know that there are six representatives on the Arts Commission and two of them are entitled to an SRA following a decision by the Council. In this review we have searched for justification that payment of this allowance should continue to be given to just two of the six representatives and whilst we acknowledge that the council wishes to recognise the importance of the Commission's work on engagement with other partners, we no longer see foundation in continuing with this allowance.
- 4.45 We understand that the Commission meets four times per year and members may attend additional events such as shows and exhibitions etc if they wish. We recognise that these extra functions often provide networking opportunities and they are a means by which councillors can promote the work of the Commission to a wider audience. They are therefore a valuable resource in terms of partnership working.
- 4.46 The Panel has invited each of the six councillor representatives on this body to comment on their individual roles and responsibilities and we have discussed the responses we have received at some length.
- 4.47 Whilst we recognise the promotion of arts and culture throughout the city and welcome moves towards closer partnership arrangements, we can see no justification for the payment of an SRA for a position on this non-decision-making body and which is not distributed equally across the six council representatives. Again therefore, in the absence of clearly defined roles and responsibilities the Panel recommends that these payments be withdrawn from the Members' Allowances Scheme.

In summary

- 4.48 The recommendations we have outlined above are more radical than in our previous reviews but we have undertaken this full 18-month review in the greatest of detail and our discussions and deliberations have not been taken lightly.
- 4.49 We feel that these changes clearly reflect the new council structure and our recommendations streamline the Members' Allowances Scheme bringing in a more modern approach. We have been mindful of the public interest in MP's expenses and their general interest in councillors' allowances and in recommending the revised scheme, believe it provides an open and transparent methodology for those positions that hold additional responsibility within the Leader and Cabinet model of governance.
- 4.50 The recommended introduction of the SRA's for Review Panel Chairmen should be viewed as a positive approach and one which recognises clearly defined roles. Equally the percentages applied to the SRA's for committee chairmen reflect their importance within defined work areas. We recommend that the council provides clear evidence of individual councillor roles and responsibilities which will help in the recruitment and retention of councillors as well as in the review process (see recommendation 1.23).
- 4.51 We see the change in governance arrangements at Brighton & Hove as a valuable opportunity to go back to basics and undertake our first full and fundamental review of the scheme since a statutory panel was appointed in 2002. Previously our hands have been tied by a number of constraints, but at this unique time we have been able to take full advantage of the move from a committee system to a Cabinet and Leader model, and the extent of this much fuller review is set out in detail throughout our 2008-10 Annual Report.

SECTION E

5. TRAVEL AND SUBSISTENCE ALLOWANCE

Background information and General Principles

- 5.1 Independent Remuneration Panels have direct responsibility for making recommendations in relation to travel and subsistence and in turn, local authorities are permitted under the 2003 Regulations to set their own Travel and Subsistence Allowances.

Travel Rates

- 5.2 The Panel constantly looks for examples of good practice, at nationally recognised bodies and to experts to support any of its views. In this instance

we have followed the Inland Revenue advisory flat rates of 40p per mile for cars, 24p for motorcycles, irrespective of engine size and 20p for bicycles when setting an appropriate level of reimbursement for travel. We acknowledge that anything above these rates would incur tax liability and we remain of the view that Brighton & Hove should continue to mirror Inland Revenue advisory rates and any amendments made to them in the future.

- 5.3 In terms of the scheme, where car use is deemed appropriate, we continue to encourage car sharing and the use of bicycles alongside public transport as environmentally sound means of travel. We also actively support car sharing and recommend that Inland Revenue advisory rates of 5p per passenger per mile (for a maximum of four passengers per vehicle) be claimable when travelling on approved duties.
- 5.4 A small number of councillors have drawn to our attention their concerns over the earlier withdrawal of car mileage payments within the city boundaries. This they say has caused a degree of hardship when travelling to several meetings at different venues on the same day and when public transport or cycling could be ruled out due to insufficient time. We have listened to these concerns and acknowledge that there may be some difficulty for a number of councillors but we consider it important that a more sustainable approach be retained and we are of the view that any costs incurred for such travel should be paid for from the basic allowance.
- 5.5 For the first time this year we have had brought to our attention the council's Driving at Work Policy and we recommend that councillors should be brought in line with staff and thereby comply with any of the policy's requirements. This means that councillors will be required to prove they hold a valid driving licence, have an appropriate business motor insurance policy and MOT certificate (where applicable) if they use their vehicles for council business. We understand that this matter will be put before the Governance Committee at their meeting on 9 March and we hope that it will receive the committee's full support (see recommendation 1.14).

Subsistence Rates

- 5.6 The Panel is happy that the current allowances for subsistence remain reasonable and we recommend that the following maximum rates be retained:

£6.50	Breakfast
£8.50	Lunch
£3.50	Tea
£15.00	Dinner

We feel also that the rules on reimbursement for meals purchased on trains should remain and that the overnight rate of £114 in London and £100 per night elsewhere for conference attendances are appropriate.

- 5.7 The Panel remains of the view that it is not appropriate or reasonable for the cost of alcohol purchased by councillors whilst on approved duties to be borne

by the taxpayer and therefore stresses that this should be stipulated in the Members' Allowances Scheme (see recommendation 1.15).

6. CHILDCARE & DEPENDANTS' CARERS' ALLOWANCE

Background information and General Principles

- 6.1 We are acutely aware from concerns expressed to us by councillors that the current child and dependant care allowance does not provide effective support and that councillors find this part of the scheme over-bureaucratic and unmanageable. We are keen to provide appropriate support to councillors to enable them to undertake their duties and recognise there is a genuine need to revise this area of the scheme. We know that there are parent councillors who are using the Basic Allowance to pay for their caring costs rather than the Childcare & Dependants' Carers' Allowance because of these concerns and we wish to resolve as many of these issues as possible now.
- 6.2 With this in mind we have requested detailed information and statistical evidence of the cost of child care both within Brighton & Hove and also nationally. Councillors have spoken to us at length about their concerns at the high cost of child care provision and they have explained to us that the modernisation agenda has meant that councillors now spend 75% of their time on duties which are deemed to be not approved by the council and for which there is currently no recompense.
- 6.3 The Local Government Regulations (England) 2003 are very restrictive in terms of what they recognise as an approved duty when making care claims, however the Councillors' Commission Report, published in December 2007, goes some way towards addressing these issues by recognising the need for an effective care package. That is the message we are trying to drive forward as we seek to improve the care package on offer to Brighton & Hove councillors.

The way forward

- 6.4 We have looked at each of the concerns that have been raised with us in relation to care support and we have attached at Appendix 3 a list we have obtained from the council's Children's Services directorate of the average cost of child care provision in the city. However, we would like to point out that whilst these figures reflect caring costs for children who are regularly looked after, we do recognise that the ad hoc nature of a councillor's work may mean that care provision such as this is not necessarily feasible.
- 6.5 We acknowledge that it may be more practical for councillors to use family and friends to provide them with this type of care and we support this approach provided the family member does not live in the same household. Alternatively, the At Home Childcare scheme is a new facility in which the council acts as "agent" between the carer and the parent/s. We understand that this scheme can be a good option for parents who need flexible childcare.

The scheme is home-based and provides support for parents with more than one child as well as those with children who have special needs. Carers are vetted by the council and given appropriate training. A summary is set out in Appendix 4 to this report.

- 6.6 We are keen to emphasise that whilst we do not insist that only registered childminders be used because we recognise there may be impracticalities of doing so for ad hoc caring, the onus is on parent councillors to ensure appropriate carers are employed by them. We understand from legal advisers that there is no liability on the part of the authority should inappropriate carers be used, whoever meets those caring costs.
- 6.7 We are aware that some councillors wish the council to introduce an annual lump sum taxable allowance to meet their caring expenditure. They feel that this would be a more flexible approach and it would enable them to meet their costs whatever arrangements were in place. However, as in all other parts of the scheme, the Panel continues to press for payments to be claims-based because we feel that this is the only open and accountable option. Mindful again of national interest, we recommend that only care claims accompanied by receipts for attendance at approved duties be reimbursed, thus giving a clear message to the electorate that there is a robust audit trail of expenditure on this and all other parts of the budget.
- 6.8 Tax liability is another issue. The council made a conscious decision to pay the carer rather than the councillor when the scheme was set up a number of years ago. This was devised so that any responsibility for the payment of tax was passed to the carer. This arrangement has continued ever since. The Panel understands that as an authority Brighton & Hove stands alone in making payments in this way and also recognises that this is not necessarily the most practical solution as it brings with it other problems.
- 6.9 The Panel has sought clarification from the Inland Revenue on salary sacrifice schemes such as childcare vouchers. We have learnt that these cannot be made available to councillors as such schemes can only be offered to *employees* by their employer. Councillors do not fit into that category. However, eligibility for Working Tax Credit and Child Tax Credit is something that individual councillors and their partners will need to discuss direct with the Inland Revenue as personal circumstances will vary.

Child & Dependants' Carers' Allowances

- 6.10 We recommend therefore that care costs for approved duties should be paid to the *councillor*, provided they complete and submit the relevant form and attach their receipt. We continue to set the annual cap at £1,000pa for all child and dependant care but we propose that the maximum hourly rate should be raised to £7.00 in respect of children receiving "baby-sitting" care and retained at £7.50 for dependant adults and children with severe disabilities/special needs. No payments should be made which are over and above actual cost. We recommend also that the upper age limit for cared-for children should remain at "under 14" (see recommendation 1.16).

7. APPROVED DUTIES

- 7.1 We are keen to address another concern, that expressed by a number of backbench councillors who are spending a large proportion of their time attending non-approved duties and we have asked for details of the sort of duties that are being undertaken but for which no support is given. We realise from our many discussions with councillors throughout a number of reviews that this is where there is the biggest change in terms of roles and responsibilities. The list identified by them is extensive and whilst budgets and financial constraints severely restrict any major move in this direction, we do feel that some recognition should be given of the greater burden councillors are facing in order to complete their work.
- 7.2 We are also keen to support a move towards the better retention and support of as wide a cross-section of the community as possible if they wish to stand and remain as elected members. These facts must, however, be balanced with the voluntary element of the scheme and we feel it is not unreasonable that an element of the caring costs should continue to be met from the basic allowance.
- 7.3 The Panel recommends that the approved duties identified in Appendix 5 to this report be agreed and that child, dependant care, travel and subsistence all be claimable provided any additional requirements set down elsewhere in the report are met. This means that car/motorcycle travel and subsistence are only claimable outside the authority's area.

8. CO-OPTEEES' ALLOWANCES

Independent Chairman of Standards Committee

- 8.1 A Co-optees' Allowance for the position of Independent Chairman of the Standards Committee was first set by the council in May 2006 following a Panel review. The level of SRA set at the time was £4,220 per annum and this allowance was evaluated again in 2007-8 and increased by salary inflation to £4,313.
- 8.2 We were pleased to welcome Dr Wilkinson the Independent Chairman to meet with us again in June this year and to learn of the changes to his role. We understand that these have come about partly because the make-up of the council has changed and partly because of the changing standards regime. We note that there is a new duty on the committee to promote and raise standards across the council. We note also that this is a unique position which requires the post-holder to keep very strong working relationships and to play a crucial role in ensuring there is an effective and transparent standards system in place within the authority.

- 8.3 We recognise that the move to modern governance has brought with it an inevitable number of complaints made by councillors about each other and it is hoped that as the new system beds in and becomes more effective, these numbers will dwindle. We understand also that the Chairman has a role to play in ensuring there is effective training and support provided to each of the political Groups and we recognise that this will be a considerable help in terms of overall stability.
- 8.4 As in past reviews, we have looked for comparison at the levels of allowances paid in other local authorities and we are happy that Brighton & Hove sits amongst its peers in terms of the level of allowance paid to the Independent Chairman of Standards Committee. We recommend therefore that a 1% inflationary increase be applied to this Co-optees' Allowance. This will bring the allowance to £4,356 for 2010/11, which is the same as the percentage increase applied to the basic allowance (see recommendation 1.9).

Independent Deputy Chairman of Standards Committee

- 8.5 Section 187 of the Local Government & Public Involvement in Health Act 2007 came into force on 1 April 2008 and this stated that Standards Committees should be chaired by a person who is not a member or an officer of the council.
- 8.6 We are aware that no one has been allocated the position of Deputy Chairman of Standards for the current municipal year and in the absence of the Chairman, one of the other Independent Members takes on that function because it is no longer permissible for a councillor to undertake that role.
- 8.7 Whilst we recognise that there is currently no call for such an allowance, we are mindful that should the council appoint an Independent Deputy Chairman to its Standards Committee, the Panel would wish to recommend an appropriate level of allowance. The Panel recommends therefore that a 1% inflationary increase be applied to this Co-optees' Allowance, bringing it to £553 for 2010/11 (see recommendation 1.10).

9. NON-COMMITTEE CO-OPTEEES

- 9.1 In terms of travel and subsistence, child and dependent care, the Panel advised the council in its last report that levels of remuneration for non-committee co-optees should continue to be the same as those in the Members' Allowances Scheme. We note that officers are currently updating the full list of bodies, working groups etc. which fall within this category but remain of the view that despite any such name changes which may be made, the principle remains the same. We would encourage as much uniformity as possible in this respect whilst acknowledging that those departments which make direct payments retain the authority to reimburse at individual rates should they consider them more appropriate to their departmental needs (see recommendation 1.18).

SECTION F

10. OTHER ISSUES

Sustainable travel options

- 10.1 The Panel would like to place on record its continued support for the council's sustainable transport agenda and we wish to actively support cycling and the use of public transport. We remain in line with a growing number of local authorities who are supporting the move towards more sustainable travel.
- 10.2 In September 2008 we first welcomed the introduction of the new tax-free "Cycle to Work Scheme" for both staff and councillors and we are pleased to report councillor usage of this scheme in 2009/10. We understand that this is a 12-months' tax-free bike loan and that following the period of pay-back, cycle mileage is claimable. The Panel supports the council's wishes to encourage greater use of bikes within the city and is pleased that there is evidence of take-up in this area of the scheme. We note also that the original tax-free bike loan scheme is still in existence entitling councillors to take a lump sum tax-free loan to buy a bike.
- 10.3 Although we have listened to the concerns of councillors who use cars to cross the city, we continue to support the policy whereby only cycling or public transport is claimable within the Brighton & Hove boundaries. We are pleased to report that the Members' Allowances Scheme offers councillors the choice between an Annual Saver Ticket for bus travel and cycle mileage within the city. In order to make this sustainable agenda as flexible as possible, the scheme also supports a combination of ticketed bus travel and the reimbursement of cycle mileage for approved duties (see recommendation 1.19).
- 10.4 The Panel remains conscious also of the need to provide for exceptional circumstances and we continue to recommend that the use of taxis/personal transport be permitted by former Mayors undertaking mayoral duties on behalf of the Mayor, or indeed of the Mayor or Deputy should the mayoral car not be available for any reason.
- 10.5 In addition, in exceptional circumstances and/or where disability or injury applies councillors' use of private transport/taxis is at the discretion of the Monitoring Officer.

Subsistence Allowance

- 10.6 As part of our 2007-8 review we recommended that no subsistence should be claimable by councillors within the Brighton and Hove boundaries. This is consistent with the approach adopted in respect of motor travel. We see no evidence of any need to change this part of the scheme and recommend that this continues to be covered by the basic allowance. However, once again we would suggest that should exceptional circumstances apply, an individual

case should be considered by the Monitoring Officer (see recommendation 1.19).

Mayor's and Deputy Mayor's Allowances

- 10.7 We undertook a full review of these allowances in 2005 and although they do not form part of the Members' Allowances Scheme per se, we continue to keep a watchful eye on their appropriateness. We recommend that the level of allowances for both the Mayor and the Deputy Mayor continue to be increased at the council's salary inflation rate in 2010/11, thereby keeping them in line with the basic allowance. These allowances shall equate to £12,448 and £3,484 respectively (see recommendation 1.20).
- 10.8 The Panel's recommendations for the Members' Allowances Scheme and also the mayoralty in 2010/11 and beyond are sharper and more focused and as part of our more rigorous approach we consider that the payment of allowances to the Mayor and Deputy be made subject to the post-holders undertaking their full duties throughout their term of office.
- 10.9 We know from our previous review that should the Mayor or Deputy be unavailable for any reason, duties may be undertaken by any one of the Former Mayors and we continue to support that arrangement. However we are once again mindful of the budget pressures that could result should reliance on Former Mayors increase in any way and we propose that this level of cover be kept under review. Should either the Mayor or Deputy Mayor be incapacitated for a significant period of time, it is hoped that consideration would be given to their allowance being used to offset the cost of using the Former Mayors to cover any engagements during their period of absence.

Pensions

- 10.10 The Panel has been fully supportive of councillors being given the widest possible opportunities to join the Local Government Pension Scheme (LGPS) since our first recommendations on this matter were made in 2003. We note that to date 33 councillors have joined the scheme. We continue to support this important part of the scheme and remain of the view that all eligible councillors who wish to do so, should be entitled to join the LGPS and that both the basic allowance and any special responsibility allowance to which individual councillors may be entitled should be pensionable (see recommendation 1.21).

Withholding of allowances

- 10.11 The 2003 Regulations allow councils to stop payments to councillors who have been suspended or partially suspended from their duties where they have breached the Code of Conduct. We consider this is entirely appropriate and recommend that the provision contained in the Members' Allowances Scheme remains unchanged (see recommendation 1.22).

Parish Council

10.12 As in previous years, we have consulted with Rottingdean Parish Council on the subject of a Parish Allowance. Once again we have been informed that parish councillors have unanimously agreed that they would not be seeking Parish Council allowances in the 2010/11 municipal year.

SECTION G

11. WORK PROGRAMME

11.1 As outlined elsewhere in this report the Panel has carried out an extensive review of each of the allowances set down in the Scheme (see Appendix 6 also). This has taken place over an 18-month period during which the council has undergone considerable change. We are of the opinion that there is likely to be greater stability within the council's democratic process over the coming twelve months and beyond and we feel that each of our recommendations places the authority in a strong and stable position.

11.2 With regard to any future work, the Panel will be meeting again in April 2010 to any discuss any responses to the Annual Report and we envisage that in the absence of any structural changes to the decision-making process that would require our consideration, we would not undertake a detailed review until 2012/13. Instead we recommend that the appropriate salary inflation be applied to each of the allowances at the start of each new municipal year. However we wish to continue meeting at least once a year to ensure that the scheme remains viable and to finalise our Annual Report to the Full Council.

SECTION H

12. CONCLUSION

12.1 Whilst the purpose of this in-depth review has been to focus on all our work areas, we have paid additional attention to those sections of the scheme that have been identified as of particular significance. These include the following:

- The level of the Basic Allowance – support for the community councillor role;
- The methodology for the Special Responsibility Allowance paid to Leaders/Convenors of Groups;
- The Child Care and Dependants' Carers' Allowance;
- Motor mileage within the city.

12.2 We have listened to any views that have been put to us and we are confident that the package we are now recommending is one which encompasses the changing role of the authority. We realise that in such difficult economic circumstances there is little room for flexibility and no justification for large

payments but we feel that what we are recommending does provide wider support for those with caring needs and some much needed support for councillors carrying out their community councillor roles.

- 12.3 The Panel recognises that there has been little guidance on the modernisation of local government in terms of Members' Allowances to date but we have taken on board the Councillors' Commission Report of 2007, evidence from other local authorities, including the Audit Commission's family tree, and the views of individual councillors in our efforts to provide a Members' Allowances Scheme that can operate in a fast-changing environment.
- 12.4 We note that following our last report a number of councillors chose not to take the salary inflationary increase on their basic allowance. Whilst we fully respect that personal decision, we feel it is important to account for the overall budgetary implications of the cost to the Members' Allowances Scheme, so that this can be accounted for within the council's budget setting process.
- 12.5 The Panel also notes that its recommendations for the level of Special Responsibility Allowances result in a small decrease for the individual post holders on this occasion. The net result is borne from the recommendation to use the level of basic allowance as the primary factor in setting the Leader of the Council's 'core' SRA and the fact that the current Administration does not hold a majority of seats on the council.
- 12.6 We would also draw attention to the shortfall in resource provision for the cost of the basic and special responsibility allowances which is currently met by the under-spend in pension contributions. Whilst it goes beyond our remit to review the budgetary allocations, we feel that such a situation does need to be addressed as any take-up in the pension scheme following the 2011 elections could result in a budgetary pressure.

SECTION I

13. FINANCIAL INFORMATION

- 13.1 The Members' Allowances budget for 2010/11 is £1,054,900. Although outside the Panel's remit we have shown the cost of the new recommendations and compared them with the current scheme plus a 1% salary inflationary increase and no inflationary increase. The costs of the schemes are set out in the table at paragraph 13.5.
- 13.2 We are pleased to report that the recommendations outlined in the right-hand column of the table below, based on the current level of pension take-up, bring the scheme within the overall Members' Allowances budget of £1,054,900.

13.3 We note that in relation to the Members Allowances budget for 2010/11:

- (i) That the retention of the current scheme with a 1% inflationary increase would amount to £1,074,309 which would result in a budgetary shortfall and potential overspend of £19,409 based on current national insurance contributions and pension take-up rates;
- (ii) That the retention of the current scheme with a 1% inflationary increase applied to the Basic Allowance only would amount to £1,070,940 which would result in a budgetary shortfall and potential overspend of £16,040 based on current national insurance contributions and pension take-up rates;
- (iii) That the retention of the current scheme with no inflationary increase applied to the SRA's and Basic Allowance would amount to £1,063,613 which would result in a budgetary shortfall and potential overspend of £8,713 based on current national insurance contributions and pension take-up rates; and
- (iv) That the approval of the new scheme as recommended by the Panel would amount to £1,036,953 which would result in a budgetary saving of £17,947 based on current national insurance contributions and pension take-up rates.

13.4 We are also mindful that disregarding an inflationary budgetary provision for the Basic Allowance would only add pressure to future budgets as was previously the case in 2002 when it appeared that significant increases to the allowances were being recommended but in reality there had been no increase to the level of allowances for 3 years.

13.5 The table below (referred to in 13.1 above), details the cost of the current scheme in the first column and compares this with the Panel's proposed scheme in column two on the basis of:

- (a) a 1% inflationary increase applied to both the Basic Allowance and the SRA's with full pension costs and current pension costs;
- (b) a 1% inflationary increase applied to the Basic Allowance only with the SRA's remaining at their current level and current pension costs;
- (c) no inflationary increase applied to either the Basic Allowance or the SRA's and the current pension costs;

Note: The Panel's proposed scheme includes a 1% inflationary increase to the Basic Allowance only and assumes that the current arrangements of having a recognised Leader of the Opposition would continue and therefore only one Minority Group Leader's allowance would be claimed.

2010/11 Members' Allowances Budget = £1,054,900

(a)

Cost of current Members' Allowances Scheme with effect from 14 May 2010 Inclusive of 1% salary inflation		Cost of recommended Members' Allowances Scheme from 14 May 2010	
Basic Allowance: 54 x £11,578 =	£625,212	Basic Allowance: 54 x £11,578 =	£625,212
Special Responsibility Allowances: If all 36 are paid:	£285,193	Special Responsibility Allowances: If 24 of 25 are paid:	£253,563
Total Basic + 36 SRA's On-costs based on full pensions take-up TOTAL	£910,405 £233,062 £1,143,467	Total Basic + 24 SRA's On costs based on full Pensions take-up TOTAL	£878,775 £224,966 £1,103,741
2010/11 Budget Shortfall of Total	£1,054,900 £ 88,567 £1,143,467	2010/11 Budget Shortfall of Total	£1,054,900 £ 48,841 £1,103,741
Total Basic + 36 SRA's On costs based on current pensions take-up TOTAL	£910,405 £163,872 £1,074,277	Total Basic + 24 SRA's On costs based on current pensions take-up TOTAL	£878,775 £158,178 £1,036,953
2010/11 Budget Shortfall of Total	£1,054,900 £ 19,377 £1,074,277	2010/11 Budget Saving of Total	£1,054,900 £ 17,947 £1,036,953

(b)

Cost of current Members' Allowances Scheme with effect from 14 May 2010 Inclusive of 1% salary inflation to the Basic Allowance only	Cost of recommended Members' Allowances Scheme from 14 May 2010
Basic Allowance: 54 x £11,578 = £625,212	Basic Allowance: 54 x £11,578 = £625,212
Special Responsibility Allowances: If all 36 are paid: £282,365	Special Responsibility Allowances: If 24 of 25 are paid: £253,563
Total Basic + 36 SRA's £907,577 On costs based on current pensions take-up £163,363 TOTAL £1,070,940	Total Basic + 24 SRA's £878,775 On costs based on current pensions take-up £158,178 TOTAL £1,036,953
2010/11 Budget £1,054,900 Shortfall of £ 16,040 Total £1,070,940	2010/11 Budget £1,054,900 Saving of £ 17,947 Total £1,036,953

(c)

Cost of current Members' Allowances Scheme with effect from 14 May 2010 without an inflationary increase	Cost of recommended Members' Allowances Scheme from 14 May 2010
Basic Allowance: 54 x £11,463 = £619,002	Basic Allowance: 54 x £11,578 = £625,212
Special Responsibility Allowances: If all 36 are paid: £282,365	Special Responsibility Allowances: If 24 of 25 are paid: £253,563
Total Basic + 36 SRA's £901,367 On costs based on current pensions take-up £162,246 TOTAL £1,063,613	Total Basic + 24 SRA's £878,775 On costs based on current pensions take-up £158,178 TOTAL £1,036,953
2010/11 Budget £1,054,900 Shortfall of £ 8,713 Total £1,063,613	2010/11 Budget £1,054,900 Saving of £ 17,947 Total £1,036,953

APPENDIX I

RECOMMENDED LEVELS OF SPECIAL RESPONSIBILITY ALLOWANCES

	Post	%	Recommended level of SRA £	Current Level of SRA £
1	Leader of the Council*	100%	28,506*	28,758
2-3	Deputy Leader(s)	74%	17,135	17,254
4-10	Cabinet Member with portfolio	47%	10,883	10,927
	Chairmen of Regulatory Committees			
11	Planning	47%	10,883	10,927
12	Licensing Committee (dual role)	37%	8,568	8,626
13	Governance	37%	8,568	8,626
14	Audit	37%	8,568	8,626
	Chairmen of Overview & Scrutiny Committees			
15	Overview & Scrutiny Commission	31%	7,178	7,188
16	Adult Social Care & Housing OSC	31%	7,178	7,188
17	Children & Young People OSC	31%	7,178	7,188
18	Culture, Tourism & Enterprise OSC	31%	7,178	7,188
19	Environment & Community Safety OSC	31%	7,178	7,188
20	Health OSC	31%	7,178	7,188
21	Overview & Scrutiny Review Panel Chairmen (up to a maximum of 12)		500	n/a
	Other SRA's			
22	Leader / Convenor of the Opposition*	45%	13,202*	13,803
23	Deputy Leader of the Opposition	31%	7,178	7,188
24-25	Leader / Convenor of a Minority Group with a minimum of 10% of the seats on the Council*	25%	8,571*	7,188

Note on the recommended SRA's:

- * The Special Responsibility Allowances allocated to the Leader of the Council, Leader of the Opposition and Minority Group Leaders with a minimum of 10% of the seats on the council are set in accordance with the numbers of seats held in the political groups and these will be amended to reflect any change in number.

Total SRA's for OSC and Regulatory Committees 2009/10 Appendix 2

	OSC Chair	Deputy OSC Chair	Regulatory Chair	Deputy Regulatory Chair	Total
Metropolitan Authorities					
Birmingham	9		3		12
Liverpool	6		3		9
Manchester	6		2		8
Newcastle	8	8	4	4	24
Sunderland	7	7	2		16
Brighton & Hove	6	6	4	4	20
Unitary Authorities					
Bath & NE Somerset	5		2		7
Bristol	7		5		12
Cardiff	5		2	1	8
Isle of Wight	5		3		8
Nottingham	5	7	3		15
Portsmouth	6		3		9
Southampton	4		2		6
Brighton & Hove	6	6	4	4	20
London Boroughs					
Camden	5		3		8
Croydon	5	1	2		8
Hammersmith & Fulham	6		3		9
Lambeth	6		2	1	9
Merton	5		2		7
Richmond Upon Thames	4		2	1	7
Southwark	6		3		9
Wandsworth	8	8	2	1	19
Westminster	6		3		9
Brighton & Hove	6	6	4	4	20
County Councils					
East Sussex	6		1		7
Hampshire	5	5	1	1	12
Kent	9		1		10
Surrey	8	8	2	2	20
West Sussex	6		2		8
Brighton & Hove	6	6	4	4	20

*1 3 Planning committees so 3 chairman

*2 2 OSC have 2 deputies

Total SRA's for OSC and Regulatory Committees 2009/10

Appendix 2

*1

*2

Comparison of SRA's paid by Unitary Authorities 2009/10

	Political Group	Leader	Deputy Leader	Leader of Opposition	Deputy Leader of Opposition	Minority Group Leader	Deputy Minority GL	Cabinet Member	OSC Chair	Deputy OSC Chair	Audit	Deputy Audit	Licensing	Deputy Licensing	Planning	Deputy Planning	Governance	Deputy Governance	Total
Unitary Authorities																			
Bath & NE Somerset	Conservative	1						7	2				1		1				12
31 Con 26 LD 5 Lab 3 Ind	Labour			1					2										3
	Liberal Democrat		1						1										2
Bristol	Conservative			1					3				1		1				6
36 LD 17 Con 16 Lab 1 Green	Labour					1			1						1				3
	Liberal Democrat	1	1					6	3		1				1				13
Cardiff	Liberal Democrat	1						7	2				1	1	1				13
35 LD 17 Con 13 Lab 7 PC 3 Other	Conservative			1					1								1		2
	Labour					1			1										2
	PC		1					2	1										5
Isle of Wight	Conservative	1	1					5	4		1		1		1				14
24 Con 7 Ind 5 LD 1 Lab 3 Other	Independent								1										1
	Liberal Democrat			1															1
Nottingham	Labour	1	1					8	5	4	1		1		1				22
42 Lab 7 Con 6 LD	Conservative			1	1						1								3
	Liberal Democrat					1	1				2								4
Portsmouth	Liberal Democrat	1	1					8	2		1		1		1				15
19 LD 19 Con 2 Lab 2 Other	Conservative			1					3										4
	Labour					1			1										2
Southampton	Conservative	1	1					8	2				1		1				14
26 Con 14 Lab 8 LD	Labour			1					2										3
	Liberal Democrat																		0
Brighton & Hove	Conservative	1	2					8	2	3			1		1	1	1		20
25 Con 13 Lab 13 Green 2 LD 1 Ind	Labour			1	2	1			3	2	1			1					11
	Green								1	1									2
	Liberal Democrat											1							1

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Comparison of SRA's paid by Metropolitan Authorities 2009/10

	Political Group	Leader	Deputy Leader	Leader of Opposition	Deputy Leader of Opposition	Minority Group Leader	Deputy Minority GL	Cabinet Member	OSC Chair	Deputy OSC Chair	Audit	Deputy Audit	Licensing	Deputy Licensing	Planning	Deputy Planning	Governance	Deputy Governance	Total	
Metropolitan Authorities																				
Birmingham	Conservative	1						5	7						1					14
49 Con 36 Lab 32 LD 3 Respect	Labour			1	1															2
	Liberal Democrat		1				1	2	2		1		1							8
Liverpool	Labour			1					2											3
45 LD 39 Lab 3 Liberal 2 Green 1 Ind	Liberal Democrat	1	2					8	4		1		1		1					18
Manchester	Labour	1	2					7	4				1		1					16
61 Lab 34 LD 1 Con	Liberal Democrat			1	1				2											4
Newcastle	Labour			1	1				6	7		1		1		1			1	19
49 LD 29 Lab	Liberal Democrat	1	1					7	2		1		1		1		1			14
	Independent									1										1
Sunderland	Conservative			1	1					2										4
48 Lab 22 Con 1 LD 4 Ind	Labour	1	1					8	7	4			1		1					23
	Independent					1	1			1										3
Brighton & Hove	Conservative	1	2					8	2	3			1		1	1	1			20
25 Con 13 Lab 13 Green 2 LD 1 Ind	Labour			1	2	1			3	2	1			1					1	11
	Green								1	1										2
	Liberal Democrat											1								1

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Comparison of SRA's paid by London Boroughs 2009/10

	Political Group	Leader	Deputy Leader	Leader of Opposition	Deputy Leader of Opposition	Minority Group Leader	Deputy Minority GL	Cabinet Member	OSC Chair	Deputy OSC Chair	Audit	Deputy Audit	Licensing	Deputy Licensing	Planning	Deputy Planning	Governance	Deputy Governance	Total
London Boroughs																			
Camden	Liberal Democrat	1						6	2		1								10
24 LD 15 Lab 12 Con 3	Labour			1					1										2
	Conservative		1					4	2				1		1				9
	Green					1													1
Croydon	Conservative	1	1					8	4	1			1		1				17
42 Con 26 Lab 2 Ind	Labour			1	1				1										3
Hammersmith & Fulham	Conservative	1	1					6	6		1		1		1				17
33 Con 13 Lab	Labour			1	1														2
Lambeth	Labour	1	1					7	5				1		1	1			17
37 Lab 18 LD 7 Con 1 Green	Liberal Democrat			1															1
	Conservative					1		1	1										3
Merton	Conservative	1	1					7	2				1		1				13
29 Con 27 Lab 3 Merton Park Residents 1 Ind	Labour			1					2										3
	Merton Park Residents								1										
Richmond Upon Thames	Liberal Democrat	1	1					7	3						1	1			14
35 LD 19 Con	Conservative			1	1				1		1								4
Southwark	Labour			1	1				3										5
29 Lab 27 LD 6 Con 1 Green	Liberal Democrat	1						7	2		1		1		1				13
	Conservative		1					1	1										3
Wandsworth	Conservative	1	1					7	8	8			1		1	1			28
51 Con 9 Lab	Labour			1															1
Westminster	Conservative	1	1					8	6		1		1		1				19
49 Con 11 Lab	Labour			1	1														2
Brighton & Hove	Conservative	1	2					8	2	3			1		1	1	1		20
25 Con 13 Lab 13 Green 2 LD 1 Ind	Labour			1	2	1			3	2	1			1				1	11
	Green								1	1									2
	Liberal											1							1

Comparison of SRA's paid by County Councils 2009/10

	Political Group	Leader	Deputy Leader	Leader of Opposition	Deputy Leader of Opposition	Minority Group Leader	Deputy Minority GL	Cabinet Member	OSC Chair	Deputy OSC Chair	Audit	Deputy Audit	Licensing	Deputy Licensing	Planning	Deputy Planning	Governance	Deputy Governance	Total
County Councils																			
East Sussex	Conservative	1	1					7	5										14
29 Con 13 LD 4 Lab 2 Ind Democrats	Liberal Democrat			1					1										2
	Labour					1									1				2
Hampshire	Conservative	1	1					8	5	5							1	1	22
51 Con 25 LD 1 Lab 1 Community Campaign	Liberal Democrat			1															1
Kent	Conservative	1	1					9	9		1								21
74 Con 7 LD 2 Lab 1 Other	Liberal Democrat			1	1														2
Surrey	Conservative	1	1					8	8	6		1			1				26
56 Con 13 LD 9 Resident Asc. 1 Lab 1 Ind	Liberal Democrat									1						1			2
	Residents' Association									1	1								2
West Sussex	Conservative	1	1					8	5						1		1		17
48 Con 21 LD 2 Lab	Liberal Democrat			1					1										2
	Labour					1													1
Brighton & Hove	Conservative	1	2					7	2	3			1		1	1	1		19
25 Con 13 Lab 13 Green 2 LD 1 Ind	Labour			1	2	1			3	2	1			1				1	11
	Green								1	1									2
	Liberal Democrat											1							1

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Brighton & Hove City Council's Audit Commission Family Tree

Blackpool Borough Council
Bournemouth Borough Council
Brighton & Hove City Council
Bristol City Council
Calderdale Borough Council
Isle of Wight County Council
Newcastle-upon-Tyne

North Tyneside Borough Council
Plymouth City Council
Portsmouth City Council
Sefton Borough Council
Southampton City Council
Southend Borough Council
Torbay Borough Council
York City Council

Other Local Authorities used for comparison

Metropolitan Authorities:

Birmingham
Liverpool
Manchester
Newcastle
Sunderland

County Councils:

East Sussex
Hampshire
Kent
Surrey
West Sussex

Unitary Authorities:

Bath & NE Somerset
Bristol
Cardiff
Isle of Wight
Nottingham
Portsmouth
Southampton

London Boroughs:

Camden
Croydon
Hammersmith & Fulham
Lambeth
Merton
Richmond upon Thames
Southwark
Wandsworth
Westminster

Other sources

Councillors' Commission Report (published in December 2007)
Driving at Work Act
Family Information Service
Inland Revenue
Institute of Local Government Studies at Birmingham University (INLOGOV)
Local Authorities (Members' Allowances) (England) Regulations 2003
Local Government Association (LGA)
Local Government Information Unit (LGIU)
London Councils
Networking Groups in south of England
South East Employers

Average hourly cost of childcare provision in Brighton and Hove/South-East

1. Childminders in the south-east:

Under 2	£3.46
Over 2's	£3.54

2. Nurseries in Brighton and Hove:

For children up to 5 years	£3.68
----------------------------	-------

(the most expensive day care provider (nursery) in the city charges £53 per day (8.00am – 6.00pm) – an hourly rate of £5.30.)

3. Creches in Brighton and Hove:

There are three mobile crèches in the city and their charges are in the region of £10 per hour.

4. After School and Holiday Childcare in Brighton and Hove

After school provision	
Average cost per session (usually 3 hours)	£8.44

Holiday playschemes	
Average daily cost	£19.96

The new At Home Childcare Service

This new service seeks to match Ofsted registered childcarers with families looking for childcare in their own home. The service is flexible and available during the daytime, in the evenings and at weekends to meet individual needs.

All the childcarers are registered with Ofsted and go through a range of training and checks including:

- Criminal Records Bureau check
- Paediatric First Aid
- A minimum level two childcare qualification or equivalent
- Safeguarding training
- Risk assessment and lone working training
- Interview and reference check

APPENDIX 5

Schedule of Approved duties for the payment of Travel & Subsistence Child & Dependants' Carers' Allowances

Brighton & Hove City Council specifies the following as approved duties for the purpose of the payment of Travel, Subsistence and Childcare & Dependants' Carers' Allowances.

1. Attendance at :
 - (a) The council, cabinet, cabinet member meetings or any of its committees and sub-committees.
 - (b) The bodies to which the council makes appointments or nominations at either Annual Council or Governance Committee including any committee or sub-committee of such a body.
 - (c) The following meetings, the holding of which is authorised by the council, its cabinet or cabinet member meetings or any of its committees or sub-committees, or by any joint committee (or sub-committee thereof) of the council and any other authority, provided that it is a meeting to which councillors of at least two political groups of the council have been invited:
 - i) Meetings of the council's formally established consultative fora and partnerships, Area Housing Panels, scrutiny review panels and select committees.
 - ii) Meetings with outside bodies in pursuit of economic development objectives which have been authorised by the council, its cabinet, cabinet member meetings or any of its committees or sub-committees.
 - iii) Councillors' tours of the authority's area which have been authorised by the council, its cabinet, cabinet member meetings or any of its committees or sub-committees including official Planning site visits.
 - iv) Internal training sessions organised and facilitated by officers of the council for the induction of councillors or for the better performance of their duties and responsibilities or to enable better understanding of the council's functions.
2. The following meetings of associations of authorities of which this authority is a member:

The Local Government Association and its committees

3. Any other duty, or class of duty approved by cabinet, cabinet member meetings or any committee, or officer of the council acting under delegated powers, such duty or class of duty to be for the purposes of or in connection with the discharge of the functions of the council, its cabinet, cabinet member meetings or its committees or sub-committees.

APPENDIX 6

**Independent Remuneration Panel
Work Programme 2008-10**

Date	Meeting/Event	Action/Information
7 November 2008 9.30am morning-only session 1 st meeting	Panel meet to <ul style="list-style-type: none"> • appoint Chair • receive feedback from SE Regional Meeting • consider work programme and the format of the 2008/10 review 	Panel members to attend
November/December 2008 SURVEY	Officers prepare electronic survey for <ul style="list-style-type: none"> • circulation to all councillors before the Christmas break 	Panel members to comment and agree proposed questionnaire prior to circulation
12 January 2009 Survey responses	Deadline for survey responses	Officers to collate information received
16 January 2009 9.30am King's House morning-only session 2 nd meeting	Panel meet to <ul style="list-style-type: none"> • receive initial survey results and discuss ideas/requirements • discuss draft work programme set by officers 	Panel members to attend
6 February 2009 9.30am King's House morning-only session 3 rd meeting	Panel consider <ul style="list-style-type: none"> • further survey results • draft information report to Governance Committee/Council Panel meet <ul style="list-style-type: none"> • Leader of the Council 	Panel members to attend plus 1 councillor 10.00 – 10.30am
10 March 2009 report to Governance Committee	Panel submits information report to Governance Committee	For information only/Chair to attend (?)
19 March 2009 report to Full Council	Panel submits information report to Full Council	For information only/Chair to attend (?)

27 March 2009 9.15am all-day session King's House 4 th meeting	Panel meet with <ul style="list-style-type: none"> • Deputy Leaders with/out portfolio • Individual Cabinet Members Panel receive evidence of the levels of SRAs paid by other authorities	Panel members to attend plus 9 councillors
17 April 2009 9.30am all-day session King's House 5 th meeting	Panel meet with <ul style="list-style-type: none"> • O&S Chairmen and their Deputies Panel to receive <ul style="list-style-type: none"> • Evidence of the levels of allowances paid to O&S Chairmen and their Deputies in other local authorities 	Panel members to attend plus 8 councillors and 1 officer
6 May 2009 10.00am – 3.30pm	Unitary Authorities' IRP and Officers' all-day networking event hosted by Brighton & Hove	Panel members and officers to attend
19 June 2009 9.30am all-day session King's House 6 th meeting	Panel meet with <ul style="list-style-type: none"> • Regulatory Chairmen and their Deputies Panel receive <ul style="list-style-type: none"> • evidence of the levels of allowances paid to Regulatory Chairs and their Deputies in other local authorities 	Panel members to attend plus 7 councillors
24 July 2009 morning-only session King's House 7th meeting Meeting cancelled due to by-election. Meeting rescheduled later in the year.	Panel meet with <ul style="list-style-type: none"> • Leader of the Opposition • Deputy Leaders of the Opposition • Convenor/Leader of Minority Group • Leader of Liberal Democrat Group • Independent Member 	Panel members to attend
August	Summer break – no meeting	

Date	Meeting/Event	Action/Information
4 September 2009 half-day session 7 th meeting	Panel meet with <ul style="list-style-type: none"> • Chairman of Planning • Independent Chairman of Standards 	Panel members to attend plus 1 councillor and 1 Independent Chairman
2 October 2009 morning-only session 8 th meeting	Panel <ul style="list-style-type: none"> • Revisit the Basic Allowance • Receive national statistical evidence on allowances in other authorities • Receive feedback from networking meetings in the south Panel meet with <ul style="list-style-type: none"> • Backbench councillors to consider the Basic Allowance 	Panel members to attend plus 5 councillors
6 November 2009 morning-only session 9 th meeting	Panel <ul style="list-style-type: none"> • Receive report and statistics on Child & Dependant Care Panel meet with <ul style="list-style-type: none"> • Councillors to discuss child and dependant care 	Panel members to attend plus 5 councillors
4 December 2009 all-day meeting 10 th meeting	Panel <ul style="list-style-type: none"> • Receive information on allowances paid to Group Leaders and Deputies prior to • Meeting with Opposition Group Leaders and Deputies • Receive further information on child and dependant care. 	Panel members to attend plus 7 councillors

15 January 2010 morning-only session 11 th meeting	<p>Panel to receive:</p> <ul style="list-style-type: none"> • Basic Allowance comparison with Family Tree members • Arts Commission written submissions from council reps • Child & Dependant Care – professional organisations' responses plus those from councillors • Feedback from the Independent Member via the Chair <p>Prior to Panel</p> <ul style="list-style-type: none"> • Discussing first draft report. 	Panel members to attend
5 February 2010 morning-only session 12 th meeting	<p>Panel to</p> <ul style="list-style-type: none"> • Discuss and progress report 	Panel members to attend
18 February 2010 morning-only session 13 th meeting	<p>Panel to</p> <ul style="list-style-type: none"> • Discuss and finalise report 	Panel members to attend
9 March 2010	IRP Report to Governance Committee	Chair to attend
18 March 2010	IRP Report to Full Council	Chair to attend

Subject:	Sustainable Community Strategy		
Date of Meeting:	18 March 2010 11 March 2010 Cabinet		
Report of:	Director of Strategy & Governance		
Contact Officer:	Name:	Simon Newell	Tel: 29-1128
	E-mail:	simon.newell@brighton-hove.gov.uk	
Key Decision:	Yes	Forward Plan No: CAB14770	
Wards Affected:	All		

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 Following the publication of the Sustainable Community Strategy 'Creating The City Of Opportunities' in 2006 and its subsequent interim update in 2007, a refreshed version of the full document is required to reflect the current position of the Brighton & Hove Strategic Partnership (LSP). It is intended that this revised document will be published Apr / May 2010.
- 1.2 This report provides an update to the main changes between the 1st & 2nd draft of the documents, what stage this process has currently reached, an update regarding the previously revised timetable and consultation process and what the next steps are.

2. RECOMMENDATIONS:

- 2.1 That Cabinet notes the report and refers the Sustainable Community Strategy to Council for further consideration and adoption.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Sustainable Community Strategies (SCS) are prepared by local strategic partnerships (LSPs) as a set of goals and actions which they, in representing the residential, business, statutory and voluntary interests of an area, wish to promote. It is a statutory requirement to produce a Sustainable Community Strategy.
- 3.2 This will be the 3rd edition of the Brighton & Hove Local Strategic Partnership's Sustainable Community Strategy with the previous version being published in 2006.
- 3.3 The consultation process is outlined below in section 4.
- 3.4 This latest draft (Appendix 2) is the result of changes made from the 1st draft of the document.

- 3.5 A brief chapter-by-chapter resume of the main changes between the 1st & 2nd drafts is included in appendix 1.
- 3.6 With a new LAA to be agreed during 2010, it was deemed appropriate to remove the targets section from each chapter as they would be quickly rendered out of date in the printed version of the document. However, the Brighton & Hove Strategic Partnership website produced to accompany this document will feature these targets as this can be updated as necessary to reflect changing performance over time. It will create the link between the Strategy with the Interplan Performance Management software and with the BHLIS software to provide a spatial interpretation of the figures.
- 3.7 Along with comments, amendments, submissions made by Partnership groups, Local Authority departments & officers, the 2nd draft has also received significant input from the Communications Team (plain English check Language etc), Equalities & Inclusion Team, Communities Team, Policy Team

4. CONSULTATION

- 4.1 Partnership groups and local authority departments were invited to update their relevant areas of interest within the Sustainable Community Strategy during early 2009. This produced a 1st draft of the document that was put out to a public consultation process
- 4.2 Assisted by the Community Engagement Framework a 12 week consultation period ran between July and October. Three public events (advertised in City News, online and via The Argus) were held at the Jubilee Library attended by approximately 50-60 people.
- 4.3 Prior to the publication of the 2nd draft, the document was taken to an Overview & Scrutiny workshop (13th October) and also taken back to the LSP on the 15th December
- 4.3 Comments received helped inform the 2nd draft and a consultation report will be produced as a result of the process.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 There are no direct financial implications arising from the recommendations of this report. Officer time spent on the strategy document has been met from within existing resources

Finance Officer Consulted: Peter Francis

Date: 24/02/10

Legal Implications:

- 5.2 The requirement to prepare a sustainable community strategy derives from section 4 of the Local Government Act 2000. That same section also permits a local authority to modify the strategy; in doing so, it must consult and seek the participation of each partner and other such persons it considers appropriate.

- 5.3 The consultation arrangements set out in part 4 of the report comply with this statutory requirement.
- 5.4 Under the Local Authorities (Functions and Responsibilities) Regulations 2000, preparation of the Sustainable Community Strategy is an executive function, but responsibility for approving and adopting the Strategy is the preserve of Full Council

Lawyer Consulted:

Oliver Dixon

Date: 24/02/10

Equalities Implications:

- 5.5 The updated Sustainable Community Strategy will be subject to a full Equalities Impact Assessment and the Partnerships Team has worked closely with the City Inclusion Partnership and the Equalities Team to ensure that equalities aspects are adequately addressed throughout the document. They have also contributed to the documents introductory section.

Sustainability Implications:

- 5.6 The City Sustainability Partnership, via a dedicated working group, have provided content for the 1st & 2nd draft of the strategy with officers from the Partnerships Team attending meetings of the City Sustainability Partnership to facilitate their input.

Crime & Disorder Implications:

- 5.7 The Crime & Disorder Reduction Partnership have provided their updates for the 1st Draft & 2nd draft.

Risk & Opportunity Management Implications:

- 5.8 None identified

Corporate / Citywide Implications:

- 5.9 As the over-arching strategy of Brighton & Hove, the document has implications for the whole City.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 To be completed

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 It is a statutory requirement to produce a Sustainable Community Strategy and as a key partner of the Local Strategic Partnership, Brighton & Hove City Council are integral to this process.

SUPPORTING DOCUMENTATION

Appendices:

1. Key Changes from 1st draft
2. 2nd draft Sustainable Community Strategy

Documents in Members' Rooms

1. 2nd draft Sustainable Community Strategy

Background Documents

None

Chapter by chapter update of key changes between the 1st & 2nd drafts.

Introduction etc

New Chairs introduction inserted

New Introduction produced by the Policy Team with an additional section on Equalities provided by the Equalities & Inclusion Team

Chapter 1 Promoting Enterprise & Learning

Updated Children's Services content to reflect the CYPP.

New Tourism content

Chapter 2 Reducing Crime & Improving Safety

Some alterations from the 1st draft to more clearly reflect the Community Safety, Crime Reduction and Drugs Strategy 2008 -2011

New content from Planning

Chapter 3 Improving Health & Well Being

Almost completely updated from 1st draft with substantial new content from Annie Alexander including a section around Health Inequalities.

Chapter 4 Strengthening Communities & Involving People

New section on Community Cohesion

Chapter 5 Improving Housing & Affordability

Refined to more explicitly highlight the Housing Strategy's key areas of Housing Supply, Quality & Support.

Updated housing market figures

Chapter 6 Promoting Resource Efficiency & Enhancing the Environment

Further input from the City Sustainability Partnership sub-working group.

Additional comments from Planning to reflect the progress made with the Core Strategy and to align these two documents.

Chapter 7 Promoting Sustainable Transport

New chapter – the product of the recently reconvened Transport Partnership who have recently signed-off this chapter.

Chapter 8 Providing Quality Advice & Information Services

New chapter title change to 'Providing Quality Information & Services' and completely new chapter content.

Contributors to this include – ASSG, Sussex Police, Adult Social Care, Healthy Living Centre, Learning & Skills Council, Learning Partnership

2nd Draft Sustainable Community Strategy

CREATING THE CITY OF OPPORTUNITIES –

A sustainable community strategy for the City of Brighton & Hove

Priority Areas

Promoting enterprise and learning.....	page 6
Reducing crime and improving safety.....	page 21
Improving health and well-being.....	page 27
Strengthening communities and involving people.....	page 43
Improving housing and affordability.....	page 49
Living within environmental limits & enhancing the environment.....	page 55
Promoting sustainable transport.....	page 68
Providing quality advice & information services.....	page 74
Membership of the Brighton & Hove Strategic Partnership.....	page 78
Members of the family of partnerships.....	page 80

CHAIR'S FOREWORD

Welcome to the 3rd edition of Brighton and Hove's Sustainable Community Strategy.

If you'll forgive the analogy, it is rather like we're on a journey with no ultimate destination. We keep moving along and adapting to the changing scenery to ensure we can deliver the opportunities for all who live, work and visit our City as well as allowing everyone to achieve their full potential in life.

This updated Strategy sets out the refreshed vision for Brighton and Hove over the next two decades. It's been compiled following public consultation and extensive input from the agencies, organisations and communities who work together in the Brighton and Hove Strategic Partnership as well as the wider family of partnerships covering everything from crime reduction to sustainability, housing and health.

Partnership working has now become embedded in Brighton and Hove as a way of life for those charged to deliver our shared vision. Whether it be promoting enterprise and learning, encouraging sustainable transport, enhancing the environment or improving safety, health, well-being and housing as well as strengthening communities and involving people, none of these objectives can be achieved by working in isolation. We need to pool our skills, resources and commitment for the benefit of all. The whole is definitely more than the sum of the parts.

The 2009 Comprehensive Area Assessment described relationships between partners as "mature and leadership is strong" which reflects well on the public, private and community and voluntary sectors who each have their vital role to play in delivering our objectives.

Much has been achieved since our first Community Strategy work published in 2003. As we enter the second decade of the 21st Century our overriding aim must be to address the pressing issue of climate change so we can ensure the Brighton and Hove we all enjoy today is also a great city for future generations too.

Roger French OBE DL, Chair, Brighton & Hove Strategic Partnership, Chair, Brighton and Hove Economic Partnership

INTRODUCING THE SUSTAINABLE COMMUNITY STRATEGY

This is the newly refreshed edition of the Council's Sustainable Community Strategy; '*Creating the City of Opportunities*'. This strategy explains how Brighton & Hove's Strategic Partnership will work together to improve, in a sustainable way, quality of life in Brighton & Hove

Brighton & Hove's Strategic Partnership is responsible for the strategy's development and implementation.

The strategy has been produced during a time of unprecedented economic challenge and focuses on both shielding the city from the impacts of the recession and ensuring Brighton & Hove is best placed to make the most of opportunities during and after the down turn.

The 2007/09 Strategy

The previous Community Strategy saw the delivery of real improvements for people living and working in Brighton & Hove. Progress in delivering against our outcomes is covered in detail through our Local Area Agreement reporting which is available on the Partnership's website.

Highlights of our achievements include the implementation of recession support programmes for small businesses, the adoption of a city wide Community Engagement Framework, the development of the Falmer Academy and Stadium, sustained interest in development including the Brighton Centre and increases in the numbers of homes meeting the decent homes standard.

Other successes include achieving Beacon Status for managing the night time economy, the development of a City Inclusion Partnership to support services to become fairer, easier to access and more responsive to people's needs and the establishment of the Local Employment Partnership to support people back into work. The city's schools have seen significant reductions in bullying and all are now designated Healthy Schools. Work on protecting our local environment and contributing to wider global efforts has also been successful including a new 'Harvest' programme that supports local food initiatives and 'Climate Connections' an education and support programme helping residents reduce their carbon footprint.

The Vision for the City

That Brighton & Hove is a City of Opportunity. It is a city where opportunities are provided for our residents to improve their lives, for our children to excel and a place for business to thrive. It is a place that provides these opportunities in a sustainable and inclusive way that reduces inequality and protects the environment.

A Sustainable Community

Creating a sustainable community is at the heart of our strategy. The Partnership believes that sustainable communities provide a better quality of life for everyone; making effective use of natural resources, enhancing the environment, promoting social cohesion and strengthening economic prosperity.

We have called our strategy '*Creating the City of Opportunities*' because we want to provide opportunities for everyone to contribute to the creation of a more sustainable and successful Brighton & Hove.

By reducing inequality the strategy aims to reduce disadvantage and improve quality of life for all our residents.

Priority Themes

The Strategy is divided into eight priority themes and under each priority we set out how we intend to build communities where everyone is included and has the opportunity to reach their potential.

The themes of the strategy are derived from the original '*Creating the City of Opportunities*' and were identified in consultation with a wide range of citizens, organisations and interest groups in the city.

We have simplified and re-named the themes to better reflect their concerns, but this aside, each chapter develops the initial intention of the original edition and builds on the achievements so far.

Under each theme, we summarise the issues of concern, what has happened over the last three years, the current position and the plans for the future.

A range of other strategies complement and support this work and we have developed a comprehensive variety of targets which, taken together, enable us to demonstrate where things are improving and where further work is required.

Strong Foundations

We've also agreed that the four foundations of the original edition of the strategy should also continue to form the basis of this one. We will use these as our building blocks for the creation of a sustainable and cohesive community and ensure that all residents can take advantage of the opportunities available. The foundations on which the strategy rests are:

Community Involvement: our vision is to develop more choice and opportunity for our citizens. We want you to feel that Brighton & Hove is your city and that you have a say in the way it's run.

Equality and Social Justice: we will identify and remove the barriers that some people face in Brighton & Hove.

Rights and Responsibilities: Citizens have a right to expect improved local services and a better quality of life for themselves and generations to come – but we all need to be responsible and work together. Everyone has a part to play;

Sustainable Future: A sustainable future for the city means protecting and enhancing the environment, meeting social needs and promoting economic success.

Equalities and Inclusion

To achieve all that we are aiming for in this strategy we must work fairly and openly and ensure that everyone in the city's diverse communities can benefit from the opportunities being created. The Local Strategic Partnership and all its members are committed to promoting equality and cohesion, supporting social inclusion and preventing discrimination.

To do this we must understand and respond to our local context. This means that we must fully understand the City and the needs of all its different communities. What we do to achieve the goals of this strategy must be based on what we find out about our communities, and respond appropriately to these needs, whether city-wide or focused on a particular group or area. The way that we deliver services to different communities must be fair and be seen to be fair. We have a role in encouraging strong and positive relationships between people of different backgrounds. We must ensure that every person within our communities is given the opportunity to improve their quality of life as the City grows in prosperity.

The City Inclusion Partnership (CIP) and the Stronger Communities Partnership are two key partners in this work in the 'family of partnerships'. The CIP exists to lead, develop and support equalities and cohesion approaches in policy and practice across the city. Members of this group work together to improve how local services recognise, understand and respond to the experiences and needs of the entire city's diverse population, to reduce inequalities in Brighton and Hove.

The Stronger Communities Partnership (SCP) takes the lead in encouraging and enabling active community engagement in strategic planning and decision-making processes. Within this partnership community and voluntary sector groups have joined together to form the Equality Coalition. This is a sub-group of the SCP seeking to lead, develop and support an active, independent network of local community and voluntary sector organisations that have a focus on human rights, equality and diversity issues.

Together these two groups will support the aims of the Brighton & Hove Strategic Partnership to remove barriers that prevent people taking part in the life of the City, contributing to it and benefiting from everything it has to offer. Equality, inclusion and fairness are vital to creating a better Brighton and Hove, with a better quality of life for everyone.

PROMOTING ENTERPRISE AND LEARNING

Chapter Contributors:

Arts Commission
Brighton & Hove Economic Partnership
Brighton & Hove Learning Partnership
Children & Young Peoples Trusts
City Sustainability Partnership
Brighton & Hove City Council (Tourism, Major Projects, Planning, Libraries & Museums, Culture & Economy)
Learning & Skills Council
City Employment & Skills Steering Group

Our aim

A vibrant, socially and culturally diverse place with a wide range of job opportunities supported by accessible child care. A city that supports businesses to grow, encourages investment, innovation and a healthy and sustainable economy, and actively promotes learning and training opportunities for people of all ages.

Employment and Economic Development

Issues of concern

Over 20% of the city's 16-74 year olds are economically inactive. While this is partly due to our many students, about 10,700 people are without work and want to work.

17% of households have incomes below £10,000 per year and 20% of dependent children live in households with no working adults.

Average (and median) earnings in the city are below national levels, and this is mainly due to comparatively low earnings at the higher end of the labour market, rather than particularly low earnings in lower paid occupations.

Despite the recent reductions in property prices and rents, the city's housing is still largely unaffordable for the majority of residents. A shortage of affordable housing can increase the difficulty of attracting and retaining businesses.

The Employment Land Study has identified a need for an additional 20,000 square metres of office accommodation after 2016 and a need to upgrade the quality of existing stock. The study suggests that much of the city's available office stock is of 'relatively poor quality' and subject to 'continuing pressure from competing uses'.

What has happened over the last three years

The city council has launched a major 'Be Local, Buy Local' campaign to support local jobs and the environment, in line with its first priority to "protect the environment while growing the economy".

In addition, the 'Business Lifebelt' package, developed by a partnership between the council, Brighton & Hove Chamber of Commerce and Business Link Sussex, aims to provide recession relief to small and medium sized businesses in the city.

A Social Enterprise Strategy has been developed by the Business Community Partnership in partnership with the city council. This aims to improve the social, economic and environmental impact of social enterprises, by creating a cross-sector network of support to promote a citywide culture supporting their growth – better for people, planet & profit.

Our economy has performed strongly recently with falls in unemployment (from 7.5% in February 2000 to 5.8% in December 2008) and rises in earnings (average full-time pay increasing from £410.50 per week in 2002 to £480.00 per week in 2008).

A Business Improvement District has been established which will bring over £1m of private sector investment into the city centre and there are plans to expand it to more of the city centre in 2011.

A new economic strategy has been published covering the period 2008 – 2016.

Gross Value Added (GVA) per head has risen to £19,477, just above the national average (£19,430) but still below the regional average (£20,152).

During January - December 2009 the VisitBrighton Convention (the council's Tourism unit) has secured £34m in economic benefit to the city via conferences committing to use Brighton & Hove as the destination for their forthcoming conferences and events. This follows on from the £52m that was secured for 2008, £35m for 2007 and £65m for 2006.

Current position

In 2008, the local economy was estimated to be worth £4.2 billion.

Unemployment is about 7%, comparable to the national rate although higher than the regional rate of 5%.

19% of people are self-employed, 7% more than the national average.

Earnings of people who work in the city are 0.2% above the national average. On average, residents who commute to work (especially to London) earn more than those who work in the city. The growth in Brighton & Hove's working age population has resulted in it being a net exporter of labour if London is included.

Brighton & Hove benefits from its south coast location and its vibrant, cosmopolitan character and is very much an international city. The city council, the two universities and local schools and colleges have a strong track record of engaging in international activity, such as participating in international partnerships and accessing European funding.

The city council is now a member of the Eurocities network of major European cities.

There is a unique opportunity for Brighton & Hove to pioneer the development of a Low Carbon Economy, which is essential if it is to achieve the medium and long term CO₂ cuts it is committed to. This can be achieved through exploiting our established strengths in decarbonised industries (such as supporting development of secondary food processing businesses within the city in order to reduce food miles), exploiting the growth potential of

sustainable/environmental industries in the city ensuring sustainable resource management by Brighton & Hove businesses, and by building on widespread interest and commitment in business and wider communities.

What we plan to do

Through partners such as the Business Community Partnership, we aim to help entrepreneurial activity, encourage business and social enterprise start-ups to survive and grow through business support. The establishment of the 'More than Profit' network will increase support for social enterprises across the city and increase the amount of volunteering opportunities.

Promote the city's businesses and strengths in supporting a low carbon economy for the UK, Europe and the world, and explore the potential of sustainable/environmental industries in the city as a key growth sector.

Substantially increase the environmental / sustainability auditing and practical advice services to businesses across the city to enable widespread environmental management.

Support the growth of the creative industries sector to become globally competitive with particular reference to digital media and gaming.

Examine site options for a business centre to house digital media companies.

Extend the city's Business Improvement District (BID).

Extend opportunities for people over 50 who want to learn, work or volunteer through initiatives such as the forthcoming Volunteering Strategy.

Through the exchange of ideas and learning with Eurocities we can improve policy development and service delivery for the benefit of local residents, businesses and visitors, while raising the profile of the city at international level.

The New England Quarter will be identified and promoted in the Core Strategy as the area to accommodate the additional 20,000sqm of office space required by 2026.

Mixed use development will be allowed at the Preston Road office sites to secure good quality modern offices alongside housing development.

Encourage bigger employers to develop workplace learning plans and encourage all employers, in particular those in the public sector, to include apprenticeship opportunities within their workforce, in line with the city's Apprenticeship Strategy.

To increase the economic benefit figure for 2010, a significant amount of focus by the Convention Bureau will be placed on researching new clients and organisations.

To also aid growth to the economic benefit total, a bespoke PR and Marketing campaign is in place raise awareness of Brighton & Hove being a ideal place to hold business events. The 'See Brighton & Hove through business eyes' message is to shift people's perception of Brighton & Hove to realising that what makes the city such an exceptional leisure destination is also what makes it such an exceptional business tourism destination.

Citywide Projects

Issues of concern

It is essential to maximise the value of our key assets and ensure that developments at a number of key sites around Brighton & Hove provide jobs during this economic downturn and have a positive impact on the environment wherever this can be achieved.

What has happened over the last three years

Agreement has been reached with the owner of Churchill Square (Standard Life Investments) to explore with a selected architect the opportunities for extending the shopping centre, providing a brand new conference centre for the city and a headquarters hotel.

American Express has worked with the council to finalise plans to continue their longstanding relationship with the city and build a new headquarters at Edward Street. This will protect 3,000 jobs and further wholesale redevelopment of the rest of the site could bring additional employment opportunities in the future.

The new stadium at Falmer is now underway and due for completion in summer 2011. This will not only deliver a 22,500 seater stadium but also provide jobs and training via the contractor and City College.

Plans to redevelop the Open Market at London Road are nearing finalisation. A brand new covered market with 44 permanent stalls and a central square is planned for completion in 2012, with the addition of approximately 87 affordable homes provided by Hyde Housing Association.

The aspiration remains to achieve a development at the Black Rock site, based upon the current plans for a multipurpose venue to deliver a public ice skating rink, provision for ice dance and ice shows and be used as an entertainment venue. A funder has now been found to replace Erinaceous.

Having been reconsidered by the council's Cabinet in March 2009, the Preston Barracks redevelopment has entered a new phase, with an agreement to work with interested parties to fully explore development options. A new process of consultation is getting underway and the aspiration remains to deliver a high quality mixed-use scheme that will benefit the surrounding communities, contribute to the wider regeneration of Lewes Road, and accommodate local resident and student demands.

Work is nearing completion on the regeneration of the Brighton Station site / New England quarter, our biggest brown-field site. Working with the developers has led to agreement on sustainable practices such as:

- 40% carbon emission savings
- 30% of homes to be affordable
- a "greenway" and funding to maintain it
- provision of a new community facility
- landscaping
- a strategy to improve local people's skills and employability

Current position

Commercial partners are being sought to redevelop the Brighton Centre and regenerate the surrounding areas. Invitations to tender for the design element of the scheme have now been published.

Plans are at various stages of development for sites around the city, including:

- making further progress with eventual replacement of the Brighton Centre – the next stage will be putting together a team who will construct a feasibility study of the whole site to examine what can be delivered prior to submitting a planning application
- continuing to seek a final funding solution to deliver the new arena at Black Rock
- regeneration of the Circus Street, Edward Street, Lewes Road and London Road areas
- a new community stadium at Falmer to include a base for the award winning 'Albion in the Community' together with accommodation for courses delivered by City College and other education providers
- completion of the i360 project at the West Pier
- exploring options for the redeveloping the King Alfred site and retaining the present centre until that point
- Shoreham Harbour regeneration

What we plan to do

Secure the city's conference economy by redeveloping the Brighton Centre as a successful, high profile, sustainable conference centre and examine opportunities for new leisure, retail, and hotel development on the site.

Keep Brighton & Hove a vibrant place to live with exciting and sustainable development of sites to their full potential. Sites will be identified in the Local Development Framework development policies, Site Allocations Plan (due to start September 2010), Joint Area Action Plans for Shoreham Harbour and supplementary planning documents where appropriate.

Promote and require sustainable practices, such as:

- reaching very good or excellent in the BREEAM or EcoHome standard (thus minimising ongoing CO₂ emissions)
- using the construction phase to develop local skills and businesses
- incorporating a high proportion of affordable housing
- ensuring housing is accessible

Protect and enhance the natural beauty of the South Downs National Park while maximising access to and enjoyment of the area.

Learning and Education

Issues of concern

The number of 'Young People Not in Education, Employment or Training' (NEET) is still high.

There is a large variation of attainment rates at 16 between the city's schools.

Brighton & Hove continues to have an unusual qualifications profile. Of the city's working age population 9% have no formal qualifications and 38% are qualified to degree level or above.

Employers report that some young people are not ready for employment when they complete formal education.

What has happened over the last three years

A strong 14-19 Partnership, containing headteacher or principal representation from all secondary and special schools and colleges in the city, has been formed and a citywide 14-19 Strategy has been agreed and published.

A comprehensive City Employment and Skills Plan (CESP) has been published to provide a coherent and coordinated approach to employment and skills which will benefit the residents of Brighton & Hove and strengthen the city's economy.

Agreement has been reached to build the Falmer Academy, which will open in 2010/11.

The Key Stage 4 Engagement Programme started in 2008/9 to work with disengaged young people at risk of becoming not in employment, education or training (NEET).

Entry to Employment (e2e) places have grown to provide 16-19 NEET young people with a wider range of learning opportunities.

Responsibility for commissioning 16-18 learning will transfer from the Learning and Skills Council (LSC) to the council from April 2010.

Funding for 19+ learning and skills, including apprenticeships, will transfer from the LSC to the Skills Funding Agency (SFA) from April 2010.

Current position

In the period November 2008 to January 2009, 7.78% of people age 16-18 were considered to fall within the NEET category.

The 2007-08 school attendance rate was 94.7% for primary schools (compared with 94.7% nationally) and 91.5% for secondary schools (compared with 92.2% nationally).

In 2008, 57.5% of pupils at local authority schools gained five or more GCSEs at A*-C, 2.3% points more than in 2007, compared to the national average for 2008 of 59.8%. The rate at individual schools varied from 19% to 75%.

Success rates in the city's colleges are consistently above or very close to national benchmarks for sixth form colleges and general further education colleges.

What we plan to do

Work with the Sussex Learning & Skills Council in its preparation of their commissioning plan for the citywide 16-19 offer for 2010/11 in anticipation of this responsibility passing to the local authority for 2011/12 and beyond.

Build effective partnership arrangements with the Skills Funding Agency (SFA) to ensure appropriate adult learning and skills opportunities are available to meet the requirements of residents and employers.

Ensure that effective links exist with the National Apprenticeship Service (NAS) which provide the broad range of apprenticeship placements proposed in the citywide Apprenticeship Strategy are made available to residents.

Supported by the Education Business Partnership, introduce 17 new Diploma qualifications for 14-19 year olds in the city to provide a strong applied pathway.

Introduce a citywide collaborative offer under the Foundation Learning Tier (FLT) for 14-19 year olds and adults studying at below Level 2.

Ensure that there are sufficient quality learning opportunities to increase participation from 16 to 17 in 2013 and 18 in 2015.

Apply for Building Schools for the Future (BSF) Capital funding to redevelop the secondary school estate and support the city's colleges in exploring ways of securing capital funding to regenerate the further education estate, as part of an integrated citywide capital investment strategy for education and training.

Work with City College to further develop its City College East site at Wilson Avenue as a further education and skills training centre.

Refresh the Adult Learning Strategy to target public funding towards adults who have benefited least from the education system and recognise the role that non-accredited learning opportunities have within the health, citizenship, employment and skills agendas.

Encourage Learning providers, employers and other organisations to sign the 'Learning Revolution' pledge that recognises the value and importance of informal adult learning.

Link adult education non-accredited learning opportunities more closely to accredited progression routes.

Increase the number of adults achieving nationally recognised literacy, numeracy and English as a Second or Other Language (ESOL) qualifications.

Through the Education Business Partnership, increase awareness of the world of work in 14 – 19 year olds to make them 'employment ready', via engagement with secondary head teachers and building closer links between schools, including the new Falmer Academy, and businesses.

Develop bespoke apprenticeship, internships, volunteer and work placement schemes for key sectors of the Brighton & Hove economy in partnership with employers.

Increase the coordination and impact of employability related volunteering via the actions contained in the Volunteering Strategy.

Promote the 'Skills Pledge' that commits employers to train staff to a full Level 2 qualification (five GCSEs at A* - C grade or equivalent) and promote 'Train to Gain' and 'Skills Accounts' to local employers.

Increase the employment rate from 75.6% to 76.6%.

Increase achievement of five or more A* - C GCSE grades or equivalent including English and Maths by the age of 19 to 82% (Local Area Agreement Target).

Secure section 106 planning agreements to increase the number of apprenticeship and local employment opportunities on the major capital developments planned.

Increase the proportion of men aged 19-64 and women aged between 19-59 qualified to at least level 2 or higher to 79% (LAA Target).

Research the digital exclusion impact of the growth in use of new media to communicate with residents and, in response, develop more Skills For Life and ICT training, particularly in deprived areas.

Become a UN Centre of Excellence in Education for Sustainable Development, developing leadership awareness and ensuring every community, business, organisation and individual understands the principles and responsibilities of sustainable development.

Pilot a UniverCities approach to sustainable urban design through partnership working with academics, planners, city leaders and communities.

Work towards every school being signed up to the Eco Schools programme, with progression for schools up the scale of environmental achievement.

Children's Services

The Children & Young People's Trust (CYPT) aims for Brighton & Hove to be the best place in the country for children and young people to grow up. We want to ensure all our children and young people have the best possible start in life, so that everyone has the opportunity to fulfil their potential, whatever that might be.

Issues of concern

The 2009-12 Children and Young People's Plan aims to:

- strengthen safeguarding and child protection, early intervention and prevention
- reduce child poverty and health inequality
- promote health and well being, inclusion and achievement
- develop the CYPT partnership and drive integration and value for money

What has happened over the last three years

Continued to develop and improve our approach to commissioning and providing integrated front line services for children and young people and their families.

Worked across the local health economy and with our schools, colleges and 14-19 Partnership to improve health, well being and educational achievement, especially for the most vulnerable groups.

Supported the Local Safeguarding Children Board to ensure a coordinated response to the significant increase in the need for safeguarding and child protection services across the city.

Worked closely with the Safe in the City Partnership to tackle anti-social behaviour and prevent and deter young people from criminal behaviour.

Current position

Most of the parents and young people consulted when writing the Children and Young People's Plan consider Brighton & Hove to be a good place to live, to bring up their children and enjoy their childhood and teenage years. The city's Place Survey (2009) found 86% of residents are satisfied with their local area as a place to live, compared to a national average of 80%.

Information from the 2008 TellUs3 survey, which children and young people in primary and secondary schools took part in, shows that their satisfaction with local parks and play areas is above the national average, and more felt safe in their local areas, on public transport and going to school, and more enjoyed school most of the time.

A large proportion of the student population stays on in the city, attracted by the sea and countryside, the urban environment, the cultural offer and leisure opportunities.

The city has excellent early years education and child care provision, good and often outstanding schools and colleges and well regarded health services.

There is a range of specialist social care, education and health provision for children, young people and their families who are vulnerable and likely to need additional services and support.

What we plan to do

Physical and mental health and emotional well being

- all children to have the best start in life and to have access to high quality healthcare from the womb, through their early years and into adulthood
- promote healthy weight and healthy lives for all children in Brighton & Hove
- equip young people to make positive choices about their sexual health, their lives and minimise risk-taking behaviours especially alcohol use and substance misuse
- ensure children and young people who suffer from poor mental, physical or emotional health have access to high quality healthcare that is local and responsive to their needs
- promote the health and well-being of the most vulnerable children and young people through timely, appropriate and specialist services including for children in care, children with disability, special educational needs and/or complex health needs

Protection from harm and neglect

- build community resilience and professional capacity to work together to protect and safeguard vulnerable children and young people so that all of our children are kept safe from maltreatment, neglect, violence and sexual exploitation
- protect children and young people who are at risk of maltreatment, harm, neglect and/or sexual exploitation through early identification, intervention and prevention
- ensure vulnerable children and young people particularly those looked after by the local authority to have stability, security and are well cared for
- work in partnership with parents and carers so they are supported to raise their children positively, confidently and safely
- help children and young people to achieve their full potential by offering a wide range of high quality learning and leisure opportunities in their schools, families and communities, where they are safe and free from discrimination and harm

Education, training and recreation

- children and young people to enjoy a transformed, rich and diverse curriculum that offers personalised learning and meets the interests of all young people, while focusing on closing the gap in achievement across the city
- children and young people including those who are vulnerable and those with special educational needs, to have access to the highest quality educational and social opportunities within the mainstream system, alongside the most appropriate specialist provision
- children and young people to learn and develop skills in high quality buildings with exciting and stimulating learning environments that support learning, are fit for the 21st century and are at the heart of the community they serve
- develop the highest quality teaching and learning in our schools and colleges with an exceptional workforce committed to excellence in leadership, management and teaching and supporting children's learning
- facilitate robust transformational partnerships across the city that support formal and informal learning and offer all our children and young people opportunities to enjoy their childhood and achieve their full potential

Contribution made by children and young people to society

- increase the numbers of young people on the paths to success in Brighton & Hove, narrowing the gap between young people who are underachieving and their peers
- ensure that children and young people feel they have a real influence and say in their communities, the CYPT and how services are developed, designed and delivered to meet their needs
- encourage active citizenship among all our young people enabling and enhancing their ability to play positive roles in their communities
- develop positive relationships and choose not to bully or discriminate
- Engage with parents, carers and foster carers to be actively engaged with the CYPT to increase the numbers of young people on the paths to success
- children and young people from 0-19, from all cultural backgrounds, to be able to engage with, to enjoy, and to be inspired by the highest quality sports, arts and cultural activity that the city can offer

Social and economic well being

- provide high quality education and training to all young people aged 14-19 (both residents and those who choose to study in Brighton & Hove) that enables them to achieve their potential and as young adults take their full place in society as contributing, confident citizens
- increase the overall number of young people entering into sustainable employment, education and training at 16, 17 and 18 in particular those who are vulnerable or from marginalized groups
- reduce the numbers of children living in poverty and mitigate the impact of poverty on their life chances, with regard to the new local duties to be brought about by the Child Poverty Bill

- engage hard-to-reach parents in developing services and overcoming barriers to engagement
- ensure young people to have access to a wide range of high quality vocational, applied and academic opportunities that help them achieve their full potential and increase their life chances
- ensure children and young people leave full-time education with the skills, qualifications and knowledge to secure suitable employment, apprenticeship or to progress in their education

Culture and Tourism

The cultural and tourism offer in Brighton & Hove is crucial to the ongoing economic success of the city; it brings both money and jobs. This range of work also provides solutions to some of the problems of inequality in the city.

The city's cultural offer already engages with a high number of its residents. According to the most recent National Indicator surveys undertaken at the end of 2008, well over half the population engage with the arts and just over half with our museum and library services. The footfall figures for our main central Jubilee Library run into the millions over the course of a year. The Brighton Dome programme reaches one in six households currently and around 70% of the Brighton Festival audience each year is from local BN postcodes. However, there is much more that can be done, there are challenges and a need to create further targeted activity to stretch this success.

This sector also faces challenges from the recession at the point of refreshing this strategy and needs to be forward looking in order to position itself to help the city weather and recover from the economic downturn.

Tourism

Issues of concern

Brighton & Hove faces increasing competition from home and abroad as a tourist destination both in the leisure and business tourism markets. The current economic climate, changing patterns of consumer demand, and a need to invest in infrastructure to maintain a suitable quality are significant challenges.

What has happened over the last three years

A tourism strategy has been refreshed and is being implemented. We have established performance indicators, including within the LAA, and have achieved improvements against most indicators.

VisitBrighton, the City Council's tourism unit, has developed and implemented a full brand strategy and guidelines for the city's tourism offering. It has also introduced a completely new Destination Management System which enables 'real time' accommodation booking and also provided the platform for a completely refreshed tourism website, www.visitbrighton.com.

We have also developed our tourism marketing to attract visitors from both UK and overseas markets. This activity has included increased online activity, partnerships with UK national publishers (The Independent, The Guardian and Time Out) to deliver printed guides and

specific press & public relations activity in Germany who deliver the highest number of foreign visitors to the City.

The destination management function was set up in November 2008 and works to represent the visitor perspective with other teams within the council such as legibility, planning, major projects, public transport and sustainability therefore ensuring the views of the visitor are always represented. In addition to this, it enables effective communication between VisitBrighton and our partners. We have worked closely with our colleagues to see improvements for visitors in the city; the refurbishment of the Laines car park, the new pedestrian wayfinding system and new hotels.

2009 saw the launch of the VisitBrighton Greeter Scheme which is a voluntary scheme that welcomes visitors to the city by recruiting local residents who are passionate and knowledgeable about Brighton & Hove to conduct free tours. We are the first city in the UK to have such a scheme and are part of the Global Greeter Network along with other cities such as New York, Adelaide & Paris.

Brighton was identified as the most cultural City in the UK in terms of resident involvement by the Department of Culture Media & Sport.

The Visitor Information Centre (VIC) was relocated to the Royal Pavilion Shop in March 2007 in order to benefit from the higher visitor footfall within the Cultural Quarter. Footfall to the VIC has subsequently risen by nearly 70% with 339,000 visitors welcomed in 2009. The VIC won the regional "Tourist Information Centre of the Year" award in the Tourism South East ExSellen Awards in 2008.

In April 2009, the first official Visitor Information Point (VIP) was opened at the Brighton Toy & Model Museum in Trafalgar Street.

The Visitor Services team played a central role in the new on-street wayfinding strategy and its implementation, ensuring that the main attractions were highlighted on the new monolith and minilith wayfinding map-boards in the city centre.

Current position

15% to 20% of jobs are tourism-related. Eight million visitors bring £400 million into the local economy with the 18% who stay one or more nights accounting for 57% of that.

Whilst competition is fierce, the city is currently well regarded by both visitors and media and is recognised as "The friendliest city in the UK" (Sunday Times Travel Magazine Awards 2009), one of the 'Top 10 City Beach Destinations in the world' (Skyscanner.net), "Best all-round seaside holiday destination in the UK" (Coast Magazine) and "Best Destination for Young People" (British Education Travel Association).

What we plan to do

Improve facilities and cultural opportunities for visitors, maintain and enhance the environment, including the magnificent South Downs, recently designated as a National Park, ensure the safety of visitors, improve transport and better market Brighton & Hove. The Strategy also highlights the need to develop an approach towards sustainable and responsible tourism practice and to strengthen partnership with local business.

We will continue to deliver marketing activity to reach our target markets. Focus will remain on press & PR both in the UK and near Europe (we will be extending our specific PR activity into Switzerland & Austria in 2010); continued development of our website and social media

activities to offer greater 'ease of booking' for visitors, and delivery of partnership activities with commercial companies (eg transport operators) and regional & national agencies to maximise our marketing spend and effectiveness.

Introduce more Visitor Information Points at strategic locations across the city, eg Brighton Marina, central Hove, in order to provide help and information to more visitors.

Support phase two of the Wayfinding project, enabling the system to be rolled out over a wider area (subject to funding).

Arts

Issues of concern

Maintaining our reputation as a leading cultural city for both residents and visitors.

Ensuring that everyone has the opportunity to engage and participate in the city's cultural offer.

The effect of the wider economic downturn on our arts and cultural businesses including the reduction in national and regional funding streams, reduced sponsorship and potential ticket income.

What has happened over the last three years

Working with the Arts Commission and partners across the city, we have established White Night, a new cultural festival for the city. White Night attracted an audience of 15,000 in its first year in 2008 and a further two annual White Nights are planned.

We established a new and successful Children's Festival for the city aimed at Key Stage 1 & 2, providing free events and activities and workshops across the city.

Brighton & Hove has taken a leading role in the national consortium the Cultural Cities Network.

The city's cultural offer has grown through new festivals, venues and organisations developing in or moving to the city.

We developed and delivered 30 public art projects in the last three years ranging from permanent pieces to participatory projects.

Current position

The city has the highest level of current arts engagement outside London and the seventh highest out of 150 in the country at 61.2%. Brighton & Hove is known for its colourful and interesting arts and creative industries which attract tourism and new businesses. About one in five businesses and 10% of jobs are in the arts or creative industries.

The city currently hosts around 60 festivals each year including the largest arts festival in England, the Brighton Festival and its Fringe, which contributes annually £20million to our economy.

The city is recognised as a regional cultural centre, hosting a number of regional arts development agencies and significant organisations including the Arts Council England regional base, South East Dance and Photoworks.

The city is the first pilot project in SEEDA's Festival Clusters initiative, investing in our festivals and positioning the region's Festival Offer as central to the South East's 2012 strategy.

Our Arts Partnership scheme levers between £15 and £20 for every £1 the city council spends and supports a wide range of cultural activities.

What we plan to do

Work with our cultural partners inside and outside the city to maintain Brighton & Hove's position as a significant cultural leader regionally and nationally.

Work with our cultural partners to increase engagement in the arts in the city, including targeted work at those currently not engaged. The target is to increase by 3% by 2010.

Work with partners to develop targeted arts projects and events that meet other wider priorities: For example, managing the night time economy, crime reduction and healthy communities.

Continue to develop, with partners in education and the youth sector, arts projects and initiatives aimed at meeting the needs of children and young people, particularly those most at risk of exclusion.

Make the most of the opportunities of the Cultural Olympiad and the Festivals Cluster to support and bolster our reputation for hosting significant festivals of all types.

Encourage people to value and engage with their surroundings through public art projects.

Continue to support communities and communities of interest to celebrate their cultures through festivals and projects including support through the council's grants schemes.

Libraries and Museums

Issues of concern

The two issues most often raised by library users are the need for more books and other library materials, and longer opening hours.

What has happened over the last three years

Jubilee Library has become the fifth most successful public library in the country with nearly one million visits per year.

Our children's services have achieved a 92% satisfaction level, the second highest rates nationally.

We have increased the opening hours in Jubilee Library to offer a seven days a week service, and are about to open Hove Library extra hours to open six days a week.

A new Library in Coldean opened in June 2008, and a Children's Gateway Centre was added to Portslade Library in April 2008.

We have increased the buying power of the bookfund by negotiating better discounts and lower fees.

The Royal Pavilion & Museums is recognised as having a regional significance receiving funding direct from MLA as one of the regional hub museums for the South East through the DCMS Renaissance in the Regions programme.

Brighton & Hove Museums and Art Galleries have been redeveloped to improve access and enhance educational and community work with 100% increase in attendance at Brighton.

Current position

Our library services currently issue over 1.3 million items, receive over 1.7 million visits in person, and over two million website hits every year, have over 500,000 items in stock, and buy around 45,000 new items every year.

Our museums have collections of national and international significance including the iconic Royal Pavilion. The Royal Pavilion & Museums receive approximately 630,000 visitors per annum and approximately three million web visits.

Brighton & Hove's museums offer positive cultural and learning activities for participation, in particular for young people and has also been active in providing opportunities for volunteering and work placements.

What we plan to do

Developing libraries as community hubs, beginning a phased programme to regenerate community libraries, reviewing opening hours and making adjustments to meet local needs.

Encourage and support reading through the implementation of a city-wide reading strategy.

Support early years learning and deliver a range of positive activities for young people.

Modernise our library services increasing public access to excellent online information and learning.

Work more effectively with partners in delivering information, advice and guidance.

Improve the accessibility and inclusiveness of our services, especially to the housebound, people with disabilities and special needs.

REDUCING CRIME AND IMPROVING SAFETY

Chapter Contributors:

Crime & Disorder Reduction Partnership
East Sussex Fire & Rescue Service
Sussex Police
Brighton & Hove City Council (Public Safety, Performance)

Our aim

A place in which children, young people and adults can be and feel safe by the fair enforcement of the law and preventing and reducing crime and fear of crime.

Crime and Fear of Crime

Issues of concern

In the Place Survey carried out in the autumn of 2008, the residents of Brighton & Hove were asked to pick five aspects of a local area that make it a good place to live. Out of 20 choices, 55% of respondents ranked the level of crime in their top five aspects which made somewhere a good place to live. So, crime levels were the most frequently flagged issue of importance (as it was in 2003 and in 2006).

In terms of what aspects are 'most in need of improvement', crime ranked eighth out of the twenty choices with other services such as activities for teenagers and traffic congestion ranking higher. In 2003, crime as 'most in need of improvement' had ranked second and then ranked fifth in 2006. So, the CDRP has an improved position in terms of the need to improve its services.

What has happened over the last three years

The level of recorded crimes (around 24,500 each year) has remained stable since 2005 and is the lowest it has been for 10 years.

We have achieved Beacon Status for our work in increasing safety in the night time economy and achieved a Green Flag in the Comprehensive Area Assessment for the strength of the partnership around this and reducing youth crime and disorder. Injury by violent crime is down by 7.8% and at its lowest level for five years.

A new Community, Crime Reduction and Drugs Strategy for 2008-2011 has been published which includes our action plans to deal with 10 priority crime areas

Exceeded challenging targets set within the LPSA programme for reducing offending by priority and prolific offenders.

Current position

During the first six months of 2007/08, there was a 10% reduction in crime overall compared with the same period of 2006/07. That reduction is also now being sustained with 8.8% fewer crimes recorded overall in 2008/09 compared with 2007/08. Within our 'family' of 15 Crime and Disorder Reduction Partnerships, we are assessed as "better than our peers" in most of the priority crime areas.

What we plan to do

The Community Safety, Crime Reduction and Drugs Strategy 2008 -2011 sets out our crime and safety priorities. The delivery of the detailed action plans against National and other Indicators, will achieve the overall reduction in crime and improvement of quality of life which we are seeking in the City.

The priorities are:

- to reduce violent crime in a public place and reduce alcohol related disorder.
- to improve the physical environment, infrastructure and quality of life of residents.
- to increase the safety of children and young people and reduce first time entrants into the justice system.
- to reduce drug related offending and the harm which comes from drug misuse.
- to reduce acquisitive crime (burglary, vehicle crime and shoplifting).
- reduce offending by priority and prolific offenders.
- to reduce crimes and incidents which are motivated by racist and religious prejudice and hatred and those motivated by prejudice to those with disabilities.
- to reduce domestic and sexual violence, including rape and assaults within relationships as well as stranger assaults, honour based violence, forced marriage and trafficking.
- to reduce anti-social behaviour in the street, public places and between households.
- to increase the safety of all in the city through supporting faith communities and building resilience of those most vulnerable to being drawn into violent extremism.
- address the root causes of crime, particularly drug-related crimes through police enforcement operations, educational work, street outreach work and improvements in treatment and supported accommodation
- to reduce crimes and incidents motivated by homophobia and increase reporting.

Adoption of the Core Strategy will help to deliver public safety and community safety improvements in development areas, central Brighton and in neighbourhoods. Securing developer contributions towards reducing crime in central Brighton and other 'hotspots' in the city will help ensure new developments are 'secure by design'.

Alcohol

Issues of concern

Pubs and clubs play an important role in our city's culture and economy but alcohol is a factor in at least 40% of violent crime.

What has happened over the last three years

Following development work with the Primary Care Trust and Sussex Partnership Trust and building on new investment by the PCT in alcohol treatment services, we have gained agreement for those new services to be initially targeted towards those whose offending

behaviour is linked to alcohol misuse. The top priorities are perpetrators of domestic violence, prolific offending and violent crime. We are now developing care pathways for those and other priority groups in order that criminal justice and other CDRP services can successfully refer and help sustain people to engage and change their lives.

Current position

Central Brighton and particularly the West Street area has always been identified as a violent crime hotspot. Through effective coordination of relevant strategies and policy areas (eg licensing, policing and public safety) the council will seek to improve safety by encouraging a more balanced range of complementary evening and night-time economy uses which appeal to a wide range of age and social groups and managing existing late night uses within identified parts of central Brighton. Local work to reduce violent crime is coordinated through the Local Public Service Agreement / Violent Crime Action Plan. In addition, a 'Cumulative Impact Zone' within central Brighton has been adopted by the council's Licensing Committee and grants greater powers to control the number of licensed premises in the city centre.

What we plan to do

Continue to use planning policy to prevent over-concentration of superpubs and to encourage a diversification of the night time economy.

Children and Young People

Issues of concern

Too many young people in Brighton & Hove suffer from accidents, abuse, crime and bullying (including homophobic bullying).

What has happened over the last three years

Developed our services within the Anti-Social Behaviour Team to greater protect children and young people through co-located services within a new Targeted Youth Support Service and increased police and street outreach and youth disorder operations on a Friday and Saturday night. These achievements have brought in new funding to the city (from the DCSF) enabling new initiatives such as 'Challenge and Support' (youth crime prevention), Operation Park (disrupting youth disorder) and a safe space for young people to be cared for if picked up at night on the streets. Focusing attention towards the parents of those young people identified as in trouble and working to address young peoples excessive drinking is bringing excellent results in reducing risks and escalation into more serious anti-social behaviour.

Achieved a 47% reduction in the number of first time entrants (ages 10 – 17) to the Youth Justice system due in part to the new services described above, but also to the introduction of new schemes of restorative justice and reparation. Where young people are drawn into fire setting, initiatives such as the LIFE (local intervention fire education) project are run by East Sussex Fire & Rescue Service and delivered from within their own community fire station areas to address the problems of young people who deliberately set fires, and therefore any associated antisocial behaviour. The programme is targeted particularly at young people, aged between 14 and 19, who have offended, are at risk of offending, or those that may have been the victims of crime.

Sustained the Family Intervention Project, which works holistically with families most at risk. We have brought in new funding to extend the work to those families where crime prevention work with young children (5-10 years of age) is necessary and co-located the project with the new Family Pathfinder programme. That programme is targeting the 50 most high risk families and

working with their lead professionals to achieve change in the delivery of children's, family and adult social care services to those families.

Current position

2,076 children under five visited A&E after an accident in the home in 2008/9.

280 children are on the Child Protection Register.

What we plan to do

Continue to protect children and young people from risk and harm within the home, school and in the community and public places.

Reduce the number of first time entrants to the youth justice system and repeat offending.

Local Issues

Issues of concern

Surveys about perceptions of crime tell us that the CDRP needs to improve communications about the improved position. A survey in 2006/07 revealed half of respondents felt that crime levels had got worse over the last three years with only 7% of the view that crime levels had improved.

What has happened over the last three years

Achieved accreditation from the Ministry of Justice for all twelve criminal justice and community safety and support services within our comprehensive domestic violence programme for the city and increased the number of successful prosecutions.

Sustained and developed the joint police and street outreach patrols which target the street population, coupling enforcement with accessing people into treatment and support services. This service has won Trailblazer status as well as reducing the number of street drinkers and beggars.

Achieved Beacon Council status for the wide range of enforcement and creative activities which manage a safe and successful night time economy. This award recognises the strength of partnership working between the police and council services together with local licensees and businesses and which extend beyond good practice management of licenses premises and police street operations into encouraging safe drinking levels. Achieving culture change is part of the package of interventions and the 'White Night' activities are one example of the alternative approaches which helped bring the award to the city.

Sustained our neighbourhood focus and targeted work in the areas most at risk from harm relating to drugs activity in a neighbourhood and where the degeneration of the physical environment can be a factor in attracting increased street crime and 'turning off' spaces for public use. Our Communities Against Drugs and Environment Improvement Teams are constantly active in those neighbourhoods which need their attention. House to house audits are regularly carried out to find out peoples concerns and check if the action taken is bringing improvements for those individual households. Similarly environmental audits identify necessary improvements which can make a big difference to how safe people feel and are.

We have mainstreamed the award winning Operation Reduction which combines police enforcement for drug dealers with assisting criminally active drug users into treatment. This has reduced offending by the targeted individuals by 63%.

Current position

Integrated Offender Management is the overarching framework that brings together statutory and third sector agencies involved with adult crime reduction in Brighton and Hove, to prioritise intervention with offenders who cause crime in their locality. It builds on and expands our current offender focused programmes, such as prolific and priority offenders, the multi-agency public protection arrangements and drug intervention programmes.

What we plan to do

We plan to reduce fear of crime and improve perceptions and understanding of levels of crime through high profile communications explaining how we make up the multi-disciplinary teams for whom 'Reducing Crime is our job' and all the work that is behind the 'Safe In the City' brand for the Crime and Disorder Reduction Partnership. The publicity will be targeted towards:

- The City Centre – during the day and at night.
- Communities and Neighbourhoods.
- Parks and Open Spaces.
- In the Home and in Relationships.

As well as visible and high profile work and the CDRP's delivery of priority crime action plans, the CDRP will continue its 'behind the scenes' work to ensure that we accurately target the areas and individuals most at risk and that our interventions are bringing good results. Annual refreshes of the strategic assessment, crime analysis and monitoring of performance is routine and constantly informs delivery.

Information, intelligence and feedback from local people are critical to success in increasing safety and reducing crime. A network of 35 Local Action Teams is being supported to enable local residents and traders to talk about what is of most concern to them and to provide the opportunity for neighbourhood police officers and staff from the Partnership Community Team, Communities Against Drugs and Environment Improvement Team to respond and identify solutions. Where solutions need further consideration or resources to be successful, the structure of the Joint Action Groups and the Operational CDRP are well established to enable senior officer attention to the more serious matters. These arrangements work well with neighbourhood policing and the police 'pledges' which set out what can and will be delivered for local people.

The Local Action Teams, together with many other third sector organisations and communities of interest are co-optees to the councillor led Community Safety Forum and therefore the link with the democratic processes; scrutiny arrangements and the new Crime and Disorder Committees is well advanced.

Other services within Public Safety and the council overall will continue to significantly contribute to the fair enforcement of the law. Environment, Health and Licensing and Trading Standards enforce the law within the nighttime economy and sale of alcohol in the city. Close working with the Children & Young People's Trust, Adult Social Care and the Local Children

Safeguarding Board and Adult Safeguarding Board improve the protection of the most vulnerable people in the City.

Finally, we will remain alert to respond to new priorities or safety issues that are of concern. We are expecting in 2009 to be required to extend our workplans on tackling domestic and sexual violence to address Violence Against Women and Girls generally and to link that work with the Council's new Gender Equality duties. Guidance on these new requirements is awaited.

DRAFT

IMPROVING HEALTH AND WELL-BEING

Chapter Contributors:

Healthy City Partnership
Brighton & Hove City Council (Sports Development)
Healthy Living Centre

Our aim

A place where there is a shared vision to improve health, care and well-being for everyone living and working in the city and for generations to come, by improving the conditions which influence our health, and by promoting healthy lifestyles, treating illnesses, providing care and support and reducing inequalities in health.

Many factors combine to affect the health and well-being of individuals and communities. Whether people are healthy or not is determined by their circumstances and environment. Factors such as where we live, the state of our environment, genetics, our income and education level, and our relationships with friends and family all have considerable impacts on health and well-being. However, when people think about health, they tend to think about illness and access to specific NHS facilities, such as the local doctor's surgery or the nearest hospital. While these services are important, they are just a part of the range of things that influence health. Improving health and well-being requires action to address the wider determinants of health, 'lifestyle factors', such as diet, exercise, smoking, and misusing alcohol and drugs as well as access to health and social care services.

Health Inequalities

Health inequalities occur when health varies between social groups – eg by gender, ethnicity, occupational classification or neighbourhood deprivation category so that different groups within the population experience worse health than other groups. For example, people who experience material disadvantage, lower educational attainment or insecure employment are likely to suffer poorer health outcomes and die earlier compared with the rest of the population.

The objective of action to reduce health inequalities is to reduce the gap between life expectancy and infant mortality for deprived people compared to life expectancy for affluent people. Tackling the wider determinants of health is vital in reducing health inequalities, so it is crucial to address this agenda in partnership across the city. In addition, the broader equalities and diversity agenda needs to be considered, as different groups may face particular barriers to accessing services or may be disproportionately affected by certain diseases or conditions.

A particular challenge in reducing health inequalities in Brighton & Hove is that, while the mortality rate for all groups in the city is expected to improve, it is improving faster in more affluent areas, so local inequalities are expected to increase without targeted interventions.

A Healthy City

Great strides have been made in making the city a healthier place to be. This is being achieved by improving and developing services that:

- genuinely focus on prevention and promoting health and well-being
- deliver care in more local settings
- are flexible, integrated and responsive to people's needs and wishes
- provide high quality treatment and standards of care.

Work with local people is helping to design better services, ensuring greater choice and enabling them to live healthy, independent lives.

Brighton & Hove has been designated as a 'Healthy City' by the World Health Organisation, acknowledging the city's strong political and partnership commitment to reduce health inequalities and improve health for everyone.

Achieving health for all is not just about healthcare, and agencies across the city recognise that health depends upon a range of wider factors, including employment, housing, transport, crime, education, poverty and access to healthcare. Work with local people and partners across all sectors is improving the conditions that enable everyone to live healthier lives, such as a smoke-free city and a built environment which supports active living.

Over the next three years there will be a focus on developing the evidence base of effective national and local actions to ensure that our policies, strategies and actions target health inequalities and improve health outcomes for all across the city.

Issues of concern

Despite the improvements made, health inequalities in the city continue to grow.

The main health issues for the city include inequalities, mental health and suicide, alcohol and substance misuse, sexual health, and cancer.

Air pollution limits are predicted to be exceeded in various locations across the city.

What has happened over the last three years

Brighton & Hove's designation as a World Health Organisation Healthy City recognises progress in the city in:

- partnership working between health trusts, the council and others.
- giving people information and support to make choices about their health.
- tailoring health services to meet people's individual needs.

Within the WHO, Brighton & Hove is now recognised as a lead city in areas such as healthy urban planning and health impact assessment.

A Health Inequalities Strategy has been developed and a range of projects undertaken to address issues identified.

A Reducing Inequalities Review was undertaken which identified that 60% of deprived families live outside the deprived areas of the city.

The Healthy Living Centre (HLC) has developed strong and successful partnerships with more than 40 statutory and voluntary agencies including South Downs NHS Trust and Brighton & Hove City Primary Care Trust. The HLC works towards reducing health inequalities by offering an open and friendly service to help local residents access a range of over 30 health-related

programmes, activities and initiatives in East Brighton. Services include support around the following areas: mental health, substance misuse, sexual health and teenage pregnancy, carers advice and support, weight management, physical activity, cookery and healthy eating. The projects worked with over 4,000 residents in an 18 month period, and has recently been audited by the PCT and will continue to be funded through Choosing Health until March 2011.

Healthy Urban Planning approaches have been integrated within city planning processes and policies.

A range of Health Impact Assessments have been undertaken.

In 2008 the Air Quality Management Area was expanded to cover areas likely to exceed air pollution targets as well as any potential future sites where air pollution is expected to exceed targets within the city.

Current position

Those born in Brighton & Hove today can expect to live on average four years longer than someone born here 20 years ago but a range of different problems still need to be overcome, and inequalities exist and are growing between different communities.

Life expectancy in Queens Park (74.7 years), a deprived ward, is eight years less than in Brunswick & Adelaide ward (82.7 years) one of the more affluent wards (ONS Death Date 2003-5).

The City Health Development Plan and Action Plan target cross-sector action on the wider determinants of health.

Brighton & Hove is a national exemplar cycling town with substantial funding from Cycling England.

Although still in the consultation stages, air quality has become a key leading theme in many of the documents required under the LDF, ranging from the Core Strategy and Supplementary Planning Documents for Urban Realm Design, through to Planning Advice Notes for domestic micro power generation.

The city council is working in partnership with the NHS to address climate change as a health issue – the NHS carbon reduction strategy was released in January 2009. Reducing per capita CO₂ in the city is one of the targets of the Local Area Agreements (LAA).

What we plan to do

Take forward the WHO Healthy City Phase 5 goal of Striving for Health and Health Equity in all Local Policies through joint working across the statutory, business and third sectors, increasing the engagement of residents and improving communication across the city.

Refresh the Health Inequalities Strategy to take into account findings of the inequalities review, public health intelligence, the work of the National Support Team for Health Inequalities and evidence of effective national and local interventions in order to better target support across the city, engage communities and people, prevent illness and address the causes of ill health.

Promote physical and emotional health at schools through the Healthy Schools Programme.

Explore innovative ways to improve health, for instance through the arts and urban environment, such as green gyms, creating greenways to improve access to green spaces, providing safe routes for cycling and walking and working with local employers to improve workforce health.

Target screening programmes for cancer and cardiovascular disease at priority groups and geographical areas.

Implement a targeted health promotion programme for cancer to improve awareness of symptoms and early diagnosis.

Through the Local Development Framework apply the principles and approaches of healthy urban planning to Brighton & Hove.

Build on current work to reduce traffic movements in the Air Quality Management Area using a range of strategies as set out in 'Promoting Sustainable Transport'.

Lifestyle factors

A person's lifestyle or health related habits can have a major effect on their health and well-being. These factors include behavioral factors such as drinking and smoking, drugs, diet and exercise and material factors such as the environment and living standards and psychosocial factors such as stress and risk taking.

Brighton & Hove already has a wide range of actions in place to address those issues identified as important for promoting healthy living.

Smoking

Issues of concern

Smoking is the main cause of premature illness and preventable death and in some parts of the city as many as 50% of people smoke.

What has happened over the last three years

Smoking cessation programmes have targeted manual groups, pregnant women and new mothers in deprived areas.

In 2008/9 we were one of the highest performing LA/PCT areas in terms of smoking cessation despite having a much higher proportional target than many other South East Coast PCTs, meeting our target of 2,010 x four week quitters.

Current position

20% of residents smoke, compared to 27% 10 years ago and 22% nationally (2004 figures).

What we plan to do

Reduce the number of people who smoke, with a focus on areas where smoking rates are highest.

Obesity

Issues of concern

Poor diet and physical inactivity lead to an increased risk of coronary heart disease, certain cancers and diabetes and poor attention in children.

Regular walking reduces the risk of heart attacks and diabetes and promotes longevity and a healthy diet in children leads to better educational outcomes.

A healthy diet in children leads to better educational outcomes. Residents want wholesome food to be widely available and affordable.

Currently 20.2% of adults in Brighton & Hove are obese (Health Survey for England). In 2007, 8.2% of children in reception year were found to be obese and provisional local figures for 2008/9 show that 16.4% of year 6 pupils are at risk of obesity.

The annual cost of physical inactivity to NHS Brighton & Hove has been estimated at over £3m.

Secure future funding for the Active for Life programme (funding until March 2010), and TAKEPART – the Brighton & Hove Festival of Sport.

What has happened over the last three years

Weight management and exercise referral programmes have been introduced for adults.

A new joint childhood obesity strategy is being implemented to 'promote the healthy weight and healthy lives of children' which includes weight management programmes and extended physical activity initiatives to tackle childhood obesity.

Various programmes are underway to improve access to cookery skills and community cooking facilities.

The Healthy Choice Award has been designed to increase the provision of healthy menu options in cafes and restaurants.

A new healthy school meals menu has been introduced.

Produced a Sports and Active Living Strategy with the 'more people, more active' message.

A City Sports Forum was established bringing together voluntary, private and public providers to champion sport in the city.

The City Sports Awards were established to recognise the important role of coaches, volunteers and clubs.

Sport Grants and TAKEPART community grants were rolled out.

In partnership with NHS Brighton & Hove and the School Sports Partnership, the Councils Sports Development team organised a Brighton & Hove Sports Festival called TAKEPART. A three week programme was delivered in schools and across the city and the launch event took place at Preston Park with free taster sessions all day, including a mass participation skipping event.

With external funding being sourced free sports facilities have been developed and improved, including a multi play area in East Brighton.

Free swimming opportunities were offered to people under 16 and over 60 years of age.

A new skate park was developed on the seafront with partnership funding sourced.

The Active for Life programme was delivered in identified neighbourhood renewal areas and more than 3,000 residents took part in local sports and physical activity opportunities.

The Healthwalks scheme celebrated their five year anniversary. There are now thirteen weekly led walks being delivered by over fifty active volunteer walk leaders.

In partnership with NHS Brighton & Hove and the Food Partnership, weight management programmes were delivered across the city.

Wellbeing officers and a Workplace Health Officer have been employed to promote and develop active workplaces.

Provided support for the Exercise Referral programme and Health trainer programme.

Promoted sports and physical activity opportunities through a range of formats, including the Active for Life Directory and website and events.

Hosted sports events, including Sports Relief, International Volleyball Championships, Race For Life.

Current position

Only 45% of residents eat the recommended five portions of fruit or vegetables per day. It is estimated that 7% of the population is obese, with a further 3% grossly obese.

Only 15% of adult residents take the recommended amount of exercise of 30 minutes per day, five days per week.

The actions within Spade to Spoon, the cities Food Strategy are currently being reviewed.

What we plan to do

The Playbuilder Programme funding of over £1 million will allow the building or renewal of 22 playgrounds across Brighton & Hove over the next two years. This will make playgrounds accessible for children with disabilities and provide innovative, stimulating equipment and landscaping whilst delivering physically active play opportunities which are attractive to all children, including 8-13 year olds.

Improve diet and nutrition by raising awareness, educating children about healthy food, improving access to healthy food and promoting and supporting locally produced, organic or fair trade food (eg in school and hospital meals).

Develop a weight management strategy for the city focusing on prevention of over/underweight, weight maintenance and treatment.

Organise two City Sports Forums a year to share information and good practice with sports providers in the city.

Increase the nomination categories' at The City Sports Awards to recognise the important role of clubs, partners and individuals.

With partnership funding continue to offer free swimming opportunities for people under 16 and over 60 years of age.

Work with local sports providers to further develop and deliver annual Brighton & Hove Sports Festival – TAKEPART.

Through the Active for Life programme and in consultation with local residents develop community sports provision targeting areas of in equality.

Source external funding to develop sports clubs and facilities within Brighton & Hove, including funding for the development of a skate park at the level.

Re -develop the Active for Life website and produce the annual Active for Life Directory. (a–z of sports & physical activity opportunities).

Work with the city's 2012 Co-ordinator to promote the 2012 Olympics and create legacy events.

In partnership with NHS Brighton & Hove and the Food Partnership further develop weight management / healthy weight programmes across the City.

Support the pathways into community sport and physical activity from the health trainers, healthy weight programmes and the Exercise Referral scheme.

Support the Wellbeing officers and a Workplace Health Officer to develop active workplaces.

Host the first Brighton & Hove Marathon in 2010.

Promote walking and cycling as healthy transport options and improve access to green spaces.

Alcohol

Issues of concern

Brighton & Hove has significant alcohol 'challenges' given our population and the city's reputation as a 'party town', particularly in the face of 24 hour licensing and the night time economy.

Brighton & Hove PCT ranks in the highest 5% of PCTs for alcohol specific mortality in males at 23.2 per 100,000 – more than double the regional average. Mortality from chronic liver disease in Brighton & Hove is 21.1 per 100,000, nearly twice the regional average.

Brighton & Hove has the second highest rate of alcohol specific deaths in men in England and Wales over 2,000 people are admitted to hospital each year with alcohol-related conditions, which is a higher rate than the average for both the region and England as a whole.

Brighton & Hove is the sixth worst PCT in the country for hazardous drinking (22-50 units per week for men, 15-35 units per week for women).

Alcohol related reported crime and violent crime are worse locally than nationally, with the city among the worst performing 10% of PCTs for alcohol related violent crime.

What has happened over the last three years

Training for professionals about safe drinking took place in the community and in A & E.

Improved signposting of young people to appropriate services.

Increased alcohol counselling services are in place.

New easily accessible websites have been developed for professionals (sussedprofessionals.net) and the public (including young people) – sussedaboutdrink.net; sussedaboutdrugs.net

Campaigns run to raise awareness about safe and sensible drinking

New schemes for community based brief interventions in relation to alcohol are now in place.

Targeted social marketing is being used to reduce harm caused by alcohol.

Current position

Brighton & Hove scores significantly worse than the England average for a range of indicators that profile alcohol related harm.

For males, alcohol specific mortality, mortality from chronic liver disease, alcohol specific hospital admissions and alcohol attributable hospital admissions are all significantly worse locally than the picture seen nationally.

For women, alcohol specific and alcohol attributable hospital admissions are worse locally than the picture seen nationally.

What we plan to do

One of the priorities of the Community Safety, Crime Reduction and Drugs Strategy 2008 -2011 is to reduce alcohol related disorder (see chapter 2).

Further educate residents, especially children and young people, about sensible drinking.

Develop an Alcohol Harm Reduction Strategy.

Increase the availability of drug and alcohol treatment, partly through establishing a treatment centre targeting parents and carers and recognising many people have joint alcohol and drug misuse issues.

Offer a brief intervention service to patients drinking at harmful/hazardous levels.

Employ community outreach workers for the LGBT community to improve access to alcohol and health promotion services.

Implement a social marketing campaign targeting older people and young adults aged 25-35years.

Drugs

Issues of concern

People using crack cocaine or heroin are described as Problematic Drug Users (PDUs). There were an estimated 2,600 PDUs in Brighton & Hove in 2008 (of which 800 are estimated to be injectors), giving a prevalence of 14.7 per 1,000 population aged 15 – 64 years old, which is slightly lower than previously estimated. In Brighton & Hove in March 2009 there were 1,243 PDUs in treatment, and 1,493 drug users aged over 18 engaged in treatment programmes, so around half of those who could benefit from treatment are engaged in treatment programmes.

The needle exchange scheme saw around 300 contacts each month, which suggests many injectors are not in contact with needle exchange schemes.

There were 41 drug related deaths in 2007, and Brighton & Hove is commonly the local authority with the highest rate of drug related deaths in England & Wales.

What has happened over the last three years

The annual treatment planning process continues, with treatment being commissioned on the basis of a needs assessment.

Drug related deaths continue to be audited, and prevention measures are put in place, based on the evidence of what works, addressing the factors associated with deaths locally.

A Take Home Naloxone pilot scheme for service users has been implemented to reduce the rate of fatal opiate overdose, since an estimated 10% of these deaths are preventable through witness intervention.

Current position

The percentage of all drug users engaged in effective treatment was higher locally than the national and regional averages – 84% of drug users locally were either retained in effective treatment for 12 weeks or more or successfully completed treatment within 12 weeks, compared with 79% regionally and 83% nationally.

In Brighton & Hove, HIV infection is estimated at 2% of injectors; Hepatitis B infection is estimated to be 33% of injectors; Hepatitis C infection is estimated at 55%. Infection rates for Hepatitis B and Hepatitis C are considerably higher than prevalence nationally.

What we plan to do

Improve support to families and carers to help them cope with the impact of living with substance misuse.

Increase access to and uptake of pharmacy based supervised consumption and increase the proportion of people receiving treatment within primary care, especially in outlying areas of the city.

Reduce the volume of benzodiazepines available within the city.

Review how residential treatment and rehabilitation are commissioned and provided, focusing on access, outcomes, re-integration and value for money.

Improve access, engagement and planned discharges for BME, LGBT, dual diagnosis clients and substance misusing parents.

Improve planned discharge rates for all clients, concentrating particularly on social integration and the wider determinants of health (ie employment, housing, training and education).

Mental Health

Issues of concern

The national target is to reduce mortality from suicide and injury of undetermined intent by 2009/10/11 by 20% from a baseline set in 1995/6/7. In Brighton & Hove, this would mean that the mortality rate would be no more than 12.9 per 100,000 population in 2009/10/11.

The latest published mortality rate for Brighton & Hove was 11.8/100,000 population in 2007, and in 2007, there were 31 deaths, which is the lowest reported since 1995/6/7, when the target was set. Using pooled average data for 2005/6/7 gives a mortality rate of 13.8/100,000 population, which is encouraging progress towards the target.

What has happened over the last three years

New services are improving access to psychological therapies across the city.

A new model of service has been introduced for young people aged between 14-25 years.

A Workplace Health Adviser is taking forward programmes addressing mental and physical health of people in the workplace.

A Suicide Prevention Strategy is being implemented to reduce risks for high risk groups through targeted interventions, improved risk assessment, identifying hotspots of public locations and auditing self-harm attendances to the Emergency Department at the Royal Sussex County Hospital.

Current position

In Brighton & Hove, at any one time:-

- one in four adults is mentally unwell to some degree.
- around one in seven adults are anxious or depressed.

Almost one third of GP consultations concern mental health issues and stress is the most common reason for being off work.

A new mental health strategy 'Transforming Mental Health 2010-2013' will set out how we should commission services to:

- help people stay mentally healthy.
- make it easier and quicker to get treatment and care.
- improve services for people with complex needs.
- help people to keep living at home.

What we plan to do

Ensure that a range of services are available that provide:

- support for people at risk of suicide.
- accommodation for people with serious mental health problems.
- crisis and home treatment services.
- early intervention schemes for psychosis.
- follow up on discharge from hospital.
- access to psychological therapies.
- in-patient beds.

Improve information, promote good mental health, self awareness and self care.

Promote mental health for all and campaign to change attitudes towards mental health and increase understanding.

Reduce suicide by targeting high-risk groups and promoting research, prevention efforts and public awareness.

Develop an older people's mental health strategy.

Continue to fund a Mental Health Worker targeting the LGBT community.

Implement a range of employment / training schemes to assist adults with mental health issues into employment and help employers to better support staff when they have mental health problems.

Meet needs earlier through locating more adult mental health services in the community.

Provide good quality and accessible services for people with serious mental health problems through improved in-patient bed services and improved case management and long term care.

Improve day, vocational and leisure opportunities.

Accessing vital nutrients through a diet of fresh food has been shown to improve concentration, enhance learning capacity, reduce depression and other mental health and behavioural issues, all of which affect a person's ability to interact well in society. Therefore integrating food and wellbeing training into programmes working with clients suffering from mental health conditions is a vital step in any recovery programme.

Sexual Health

Issues of concern

Sexually transmitted infection rates continue to rise – Chlamydia now affects as many as one in 10 young people.

HIV transmission is high and increasing, particularly among men who have sex with men, but the largest rate in increase in new transmissions is being seen in African communities.

What has happened over the last three years

A new HIV and Sexual Health strategy is being put in place to tackle sexually transmitted infections and improve sexual health.

A Chlamydia screening programme has been introduced for under 25s.

New local enhanced services for HIV and sexual health have been introduced through general practice.

Developing Level 2 sexual health services in primary care and community settings.

Improving screening and treatment for HIV, including introducing opt out HIV testing in a variety of settings including registration at Primary Care, termination of pregnancy and substance misuse services to reduce late diagnosis.

Current position

Incidence of diagnosed HIV increases by approximately 10% a year.

Nationally it is estimated that 10% of 15-24yr olds have Chlamydia.

What we plan to do

Use clinical, social care and health promotion services to reduce transmission of HIV and other sexually transmitted infections.

Increase the proportion of people under 25 accepting Chlamydia screening.

Teenage Pregnancy

Issues of concern

The Teenage Pregnancy rate is high, but is decreasing slowly, although more slowly than the national reduction.

Local data confirms that teenage parents and their children are at risk of increased poverty and are exposed to a number of other poor health outcomes, including increased risk of poor mental health for the young mother, relationship breakdown, domestic violence within relationships (linked to 50% of our young mothers) and less than a quarter of young mothers are in education, employment or training after leaving school. Their children run a much greater risk of poor health, and have a much higher chance of becoming teenage mothers themselves.

Alongside this, 63% of our young women under 18 who conceive have a termination, of which 15% are repeat terminations.

What has happened over the last three years

A new local strategy has been put in place which describes a variety of actions for all stakeholders to reduce teenage conception and improve health and social economic outcomes for teenage parents, including targeted prevention, assertive outreach and risk identification for teenage pregnancies.

Availability of long acting reversible contraception (LARC) has widened with a focus on areas with high rates of teenage conception.

Drop in service set up for young people at GP surgeries for confidential sexual health and contraception advice.

A Health Trainer programme has been set up to help people to change unhealthy behaviours.

A number of GP practices have taken up a scheme promoting healthy lifestyles with their patients.

Current position

Brighton & Hove has the sixth highest teenage pregnancy rate (out of 12 local authorities) in the South East at 43.2 per 1000 15-17 year olds, compared to 32.8 in the South East and 41.7 for England, with teenage conception rates 50% higher in the East Brighton ward than the city average.

In 2007, the under 18 conception rate in Brighton & Hove reduced from the 1998 baseline rate by 10.1% compared to 13.3% nationally and 10.7% in the south east. From 1998 to 2007, birth rates reduced by 29.2% while termination rates increased by 6.7%.

Local data shows that just 25% of teenage mothers were in education, training or employment at the end of 2008.

What we plan to do

Provide post-termination support and contraception assessments for all BPAS teenage clients and follow-up to prevent teenage conception.

Continue to provide focused behaviour change interventions to young women identified as being at risk of teenage pregnancy and poor sexual health to prevent early conception in the East, West and Central areas and with at risk groups.

Provide and publicise key messages which challenge local cultural norms of sexual activity among young people and equip them more effectively in their relationship choices.

Ensure that staff working with young people at risk of early conception are equipped with appropriate skills and competencies to address the universal, enhanced and specialist level of interventions required to reduce unplanned pregnancy.

Screen all young women in CYPT intensive and targeted services for vulnerability to early conception and provide appropriate intervention or referral.

Increase the availability of all forms of contraception by improving access and completing a service improvement process with the local the Contraception and Sexual Health Services.

Provide all young parents with post natal contraception assessment within one month of delivery.

Provide an intensive health visiting service for young parents and families with assessments for contraception and sexual health, to reduce the vulnerability of repeat conception and signpost siblings into targeted services where risk of pregnancy in younger female siblings is identified.

Healthy Ageing

Issues of concern

Older and disabled people would like more independence and to be involved in decisions about their care.

People are living longer. The challenge is to ensure older people live healthily and independently with appropriate support from health and social care services.

Too many older people on limited incomes don't access all the public benefits they are entitled to.

Falls, infections, respiratory problems and heart failure are major causes of disability and death in people aged over 75.

Carers play a vital role in looking after ill, frail or disabled family, partners or friends. This can have an adverse impact on their own health and limit their opportunities.

Residents want a more rounded, holistic assessment of their needs.

What has happened over the last three years

Initiatives such as Direct Payments (where people organise their own care and support, paid for by public funds) and Extra Care Housing has given people greater choice to people.

Significant increase in the number of people receiving Direct Payments (over 350 as at March 2009) and a Self Directed Support Strategy at the heart of Personalisation Programme in Adult Social Care. Target set in LAA that 30% of all people receiving community based services will do this via SDS by 2011.

Extra Care Housing development opened at New Larchwood in 2008, Patching Lodge in 2009 and another is planned at Vernon Gardens 2010.

The LAA demonstrator sites in two neighbourhoods have evidenced positive outcomes for local people in relation to social inclusion, income maximisation, falls advice and neighbourhood care.

Three year (2005-8) commissioning strategy for Chronic Disease Management includes:

- self care for patients with chronic disease.
- case management focused on very high intensity users.
- a comprehensive managed care approach for patients with different levels of chronic disease progression.

A good partnership developed between the Carers Centre and the council's Adult Care service. Development of carers services in relation to emergency respite care, carers breaks, back care and direct payments. In 2009 there was significant improvement in the numbers of carers receiving assessments and services in their own right (18% as at March 2009).

Current position

Brighton & Hove has a significant ageing population (8.6% of residents are aged 75 or over, with 2.6% aged 85 or over) although, unlike other parts of the country, the overall population of people aged 50 and over reduced over the three year period (2005-8) with the exception of the 60-65 and 85+ age groups where there was an increase.

One in 10 households has a person with special needs.

Even though the population of older people has been decreasing, the number of hospital admissions has been increasing. In 2007/8, admissions for older people (aged 50 years and over) made up just under half (49%) of all recorded admissions in the city. The only exception was the 85+ age group which saw a decrease in emergency admissions between 2006/7 and 2007/8, which may be due to a high percentage of them being either in nursing homes or looked after at home.

An Older People Mental Health Commissioning strategy has been finalised which will improve services for people with dementia through establishment of a memory screening service.

Closer working between the council, health services and the community and private sectors continues to improve social care.

What we plan to do

Increase choice and independence for vulnerable adults by focusing on preventing ill-health and postponing dependency.

Introduce a Sure Start model of services to break down professional barriers and involve clients in decision-making.

Invest in services to help people leave hospital as soon as possible.

Reduce emergency admissions for older people (over 65years) by 5% per year for the local population and emergency bed days by 1% per year.

Update the Older People's Services Vision paper taking account of the healthy ageing approach and wider service issues relating to housing transport, crime etc.

Take forward the 'Connecting Green Spaces for Health & Well-being' proposed project to identify green spaces that actively promote mental and physical health and well-being and improve cognitive functioning through the use of 'memory boards'

Develop a peer support network structure which will support people with dementia, their carers and broader groups including wider family members and friends or 'supporters'. A particular focus of the project will be on exploring the most suitable methods to ensure 'hidden' or unreached people with dementia and their supporters can benefit from peer support networks. This will include people from lesbian, gay, bisexual and transgendered (LGBT) communities, from black and minority ethnic, (BME) communities and those with young onset and other rarer forms of dementia.

Help eligible people take up benefit payments.

Make people aware of the risks of falls, infections, respiratory problems and heart failure and help them make changes to reduce the risk of these problems.

Develop a carers strategy for the city.

Work with carers to support their needs and the needs of the people they care for.

Improve awareness of carers' needs and provide good quality support services for carers.

Ensure carers get clear information about the financial benefits they could be entitled to.

Develop a local end of life strategy in order to increase the number of people dying in their preferred place of care.

STRENGTHENING COMMUNITIES AND INVOLVING PEOPLE

Chapter Contributors

Stronger Communities Partnership
Community & Voluntary Sector Forum
City Inclusion Partnership
Brighton & Hove City Council Communities Team
Brighton & Hove City Council Equalities & Inclusion Team

Our aim

A place where communities are strong, inclusive and cohesive and have opportunities to get involved and influence decision making. A place where individuals are able to take advantage of opportunities to improve their quality of life. A place where the third sector is thriving to enable and support community engagement and provide services to diverse communities.

Introduction

Informing, consulting, involving, collaborating and empowering

It is increasingly recognised that engaging local people in making decisions about things which affect their lives will lead to positive outcomes. The duty to involve local people is a policy requirement, although this community engagement comes in many shapes and sizes. There have been significant achievements in Brighton & Hove in recent years around developing opportunities for community engagement and defining good practice.

Partners now need to focus their collective energies on ensuring opportunities to get involved are better promoted, that expectations around community influence are clear and that resources are better co-ordinated and used to maximum effect. With a new Community Engagement Framework in place to guide next steps, the Stronger Communities Partnership is leading on promoting newly agreed engagement standards and driving forward a cross sector community engagement action plan.

Community Cohesion

Cohesion is a theme that runs throughout the Sustainable Community Strategy. The local definition is 'communities having shared values and a strong sense of belonging to Brighton & Hove'. The objectives against which we will measure our success are:

- the council and its partners fully knowing and understanding the city's communities.
- institutions and communities appreciating and valuing the diversity of people's backgrounds and helping communities and institutions in being open and accepting of new communities.
- helping to ensure people have the opportunity for similar life chances and choices.
- supporting strong positive relationships between and within different communities – at school, in the work place and in the community.
- improving community trust and confidence in public institutions.
- ensuring people know both their rights and their shared responsibilities.

Thriving third sector

Brighton and Hove is fortunate in having a large, diverse and active third sector, developed over a number of years. The sector has a significant role to play locally, for example in facilitating community engagement and fostering active citizenship and many organisations are involved in providing high quality public services.

Changes in the external environment, particularly around commissioning structures, will present many significant challenges to groups in the near future. To ensure that the city's 1,600 groups can continue to thrive and provide unique services to local people, the sector requires ongoing support and must be proactive in adapting to change and in seeking to secure a sustainable future.

Partners involved in the ChangeUp Consortium have developed shared plans and are committed to strengthening the support services available to the third sector locally and to plugging into support that is available regionally and nationally. A key challenge is to ensure that the sector is supported to ride out the recession in the months ahead.

Partners and strategies involved

A wide range of strategies and partners are linked in with the strengthening communities agenda. This strategic overview pulls together commitments and activities from different partners and plans, including the Local Area Agreement Delivery Plan and Community Engagement Framework, and it embraces feedback from Community & Voluntary Sector Forum (CVSF) position statements.

The third sector plays a pivotal role in underpinning these strategies and services in the city through the delivery of activities and support that encourage well-being, empowerment and involvement. The value around delivery of both preventative and proactive activities exists, not only in helping to reduce demand on services such as health, mental health and community safety, but also in facilitating the empowerment of individuals to engage in statutory and strategic agendas.

Community engagement

What has happened over the past three years

A wide range of neighbourhood action plans and groups have been developed in partnership between local communities and service providers, defining and delivering on shared commitments to service improvements.

Access to legal and advice services that tackle social exclusion has improved, following strengthened partnership working in the Advice Service Network and Strategy Group.

Brighton & Hove City Council has undertaken a major review of its approach to equalities

A strong LGBT evidence base has been established from the Count Me In Too survey, which is being used to inform future action.

A strategic review of youth services has been completed and young people were involved in decisions about how to spend Youth Opportunities Funding in the city.

The new Youth Council has identified a number of issues which it will be campaigning on to improve the well being of children and young people in the city including:

- a three in one discount card for local shops, leisure and entertainment facilities and to use on public transport and in libraries
- provision of safer and cleaner public spaces

- raising awareness about housing and homelessness
- increasing awareness of different disabilities and illnesses, and the role of young carers
- highlighting diversity among young people

The Get Involved campaign was launched to make local people aware of the many ways they can get involved in their community for instance through taking part in local decision making, by voting or having your say in consultations. The campaign is held in partnership with Sussex Police, NHS Brighton & Hove, East Sussex Fire & Rescue Service and other local community and voluntary sector organisations. The campaign's website can be found at: <http://www.getinvolvedinthecity.org.uk/>

Through the provision of positive cultural opportunities including exhibitions, displays of collections and events, our museum service has been able to improve access to services and programmes for disadvantaged groups.

Current position

A range of participative activities, formal and informal events, structures and networks are supported at a range of levels (including in neighbourhoods, citywide and within communities of interest and identity) to help bring communities together to:

- celebrate shared identities and build positive understanding around differences between people from different backgrounds
- network and learn together
- develop work plans to influence local services

The local third sector is represented on a wide range of partnerships and groups where policy and plans are developed and strategic decisions made.

On the first of April 2009 a new Duty to Involve came into force for all Local Authorities. The new duty requires local councils to 'embed a culture of engagement and empowerment', ensuring that citizen involvement is no longer an expendable luxury but a requirement.

A new citywide cross-sector Community Engagement Framework is in place, providing a common understanding of and commitment to community engagement. This sets clear and specific standards that all LSP members are signed up to and identifies priority actions for improving engagement practices.

Partners are committed to finding out the views of residents using a range of consultative methodologies, including annual surveys and focus groups.

The Children & Young People's Trust and its partners are working together to provide a new Integrated Youth Support Service especially through new Connexions Hubs in local communities across the city.

Over 6,000 children and young people elected a second Youth Council to represent their views at key meetings including the Children & Young People's Trust Board.

What We Plan To Do

Strengthen existing engagement structures and activities and develop new strategies, to widen and deepen involvement of local communities, develop community cohesion and promote active citizenship.

Build understanding around community representation and influence, in order to define a shared policy around:

- community involvement in agenda setting and influencing strategy and resource allocations
- good practice in reward and recognition for community representation.

Develop a partnership funding strategy that recognises the long-term role of the third sector in enabling community engagement with diverse communities.

In line with the volunteering strategy, increase opportunities for people to get involved as community volunteers and develop volunteers' skills, knowledge, expertise and experience to build local social capital and transferable skills within the third sector.

Raise the profile of volunteering as a key activity that improves mental health, increases community engagement and provides pathways to work as well as increasing the capacity of the Third sector to deliver key services.

Develop cross-sector training and development around community engagement and a community workers' network to share information and learning.

Review and refresh strengthening communities activities, including the Community Development Strategy.

Support councillors to be community champions.

Disseminate information and communicate more clearly about how people can get involved in their local community or with public bodies in the city, including online searchable database of consultations and promotional campaign.

Ensure that equalities and contribution to community cohesion are assessment criteria used when procuring goods and services.

Promote business support for community based activities and encourage uptake of 'Community Mark' (national award recognising business support for a local community).

Establish a community engagement review and evaluation process that all partners are signed up to.

Implement the Third Sector Recovery Plan.

We want to ensure that all young people can participate effectively in decision-making processes and in growing their communities.

A thriving third sector

What has happened over the past three years

The past 10 years has seen significant growth of the local third sector, with groups seizing new opportunities and developing their services in response to need and changes in the city's population.

There is increased recognition locally and nationally that the sector is a key partner in helping delivery on the city's priorities, through its involvement in partnership structures, strategies and policies and as a service provider.

The sector includes a diverse range of organisations. This diversity, the sector's multiple voices and cultures and its capacity to reach under-represented groups in the community is an essential resource and needs to be understood to fully appreciate the sector's value in Brighton & Hove.

Current position

Taking Account: an economic and social audit of the third sector in 2008 reported:

There are approximately 1,600 third sector organisations in Brighton & Hove.

The sector contributes £96 million to the local economy each year.

The sector employs about 8,000 people and offers 19,200 volunteer positions giving 57,600 hours per week. If volunteers were paid the same rate as workers in the third sector their annual salary bill would be worth £24 million.

33% of organisations are involved in providing service contracts, 46% of which comes from outside the city.

50% of organisations stated that their number of users had increased in 2007/8.

The majority of organisations stated that their main activity results in empowering people to improve the quality of their life (34%) and bringing people together (20%).

Brighton & Hove City Council has committed almost £2 million to its third sector current programme for 2010-2013.

The compact was refreshed in 2009 and sets out expectations around partnership working between third and public sectors.

What we plan to do

Strengthen the support services available to the third sector organisations, delivering on the ChangeUp plans, enabling groups and organisations to meet new challenges and ensure future sustainability.

Increase the number of people, particularly those with greater support needs, in the city who are active in volunteering and improve the quality of those opportunities.

Better understand and develop local funding and commissioning programmes based on good practice, to ensure the potential of the local third sector is fully maximised. Where appropriate, this will lead to an increased role for the third sector in public service delivery, recognising the sector's expertise in providing holistic, preventative and user-focused services, often supporting people from under-represented groups with complex needs. At the same time, it is important to recognise differences within the sector, that organisations work at varying levels and will not all engage in public service delivery or strategic partnership working.

Continue to develop relationships and good practice in cross-sector partnership working, including providing training and development to build better mutual understanding.

Support the development of community buildings alongside strategies for the management, including transfer of assets to the third sector, where they will be long-term and of sustained benefit for the community.

DRAFT

IMPROVING HOUSING AND AFFORDABILITY

Chapter Contributors

Brighton & Hove Strategic Housing Partnership
Brighton & Hove City Council (Housing)

Our aim

Enabling healthy homes, healthy lives and a healthy city that reduces inequality and offers independence, choice and a high quality of life.

Improving Housing Supply

Issues of Concern

Despite the overall price reduction in the last 2 years, the city's housing is still largely unaffordable for the majority of residents. Households have to forgo a combination of housing space, quality and other forms of expenditure to ensure they can meet their housing costs. A one bed flat on the open market still costs five times median income and three bed houses more than nine times median household income

As a result of the decreases in prices, those who bought their home in 2007 or 2008 could possibly face negative equity if they bought with a small or no deposit. This could cause financial difficulties for them if they need to sell or renew their mortgage, particularly if a mortgage interest discount period is due to expire. In addition, the recession has impacted on jobs which have the potential to cause a rise in repossessions.

Research has shown that more than half of working households in Brighton & Hove are in the intermediate housing market – they can afford to pay more than social housing rent but cannot afford to buy the cheapest 10% of family sized two or three bed homes. Only 29% of working households were able to buy at lower quartile levels.

Over the last few years the city has been one of the largest providers of new housing in the region. Unfortunately the recent instability in the world's financial markets has limited the number of new developments. As a result, there may be a short term shortage of new homes which is likely to put an increased pressure on local people and our housing options services. However the city still aims to develop around 570 homes each year, 230 of which we expect to be affordable homes.

The city has one of the largest private rented sectors in the country comprised of 28,000 homes, almost a quarter of all the city's housing (23%). However, high rental costs, poorer than average housing quality and pockets of overcrowding (the highest outside London) result in additional housing challenges for the city.

The average monthly rent on a one bed flat in the city at the end of September 2009 was £674 with a three bed house costing £1,203. When comparing these payments to mortgage affordability we find that the rent payment on a one bed flat is similar to the payment of a mortgage of around £105,000 requiring an income of £32,000 to finance. For a three bed home, this is equivalent to a mortgage of around £187,000 requiring a household income of

£57,000 to finance. Half of all households in Brighton & Hove earn below £29,950 and are likely to face financial difficulty in renting the average one bed flat.

What has happened over the last three years

High housing costs in the private sector ensure that social housing remains very much in demand. At the beginning of April 2009, there were 10,609 households on the housing register, with more than 2,000 households in the highest categories of need. The most common reasons for being on the housing register were a medical priority, unsatisfactory housing and overcrowding.

An analysis of the waiting time for households who were able to access social housing during 2008/09 highlights the need for more family housing. The data shows that those moving into one bedroom flats waited an average of 11 months whilst those moving into three bed homes had to wait an average of 20 months and those moving into four bed homes had to wait an average of 29 months.

The University of Brighton has carried out extensive research into the impact student housing has on the city, local communities and students lives. The research has primarily focussed on the Bevendean, Moulsecoomb and Hanover areas, parts of the city favoured by students. Students themselves acknowledge these issues and are keen to help identify practical solutions, particularly with so many remaining after their studies to become long term residents. These issues are being addressed through a new Student Housing Strategy.

Current position

Property sale values are down at least 10% on 2007/8 figures although this has improved from a low of 20% below 2007/8 figures. Some rarer types of properties on the market have more or less maintained value such as central period 3/4 bedroom terraces with gardens / patios as there is a big demand and limited supply.

Rental values are down by 10% on 2009 figures as there is still a surplus of property caused by unwilling sellers going into the rental market.

In 2008/09 we helped deliver 232 new affordable homes ensuring adequate inward investment from the Homes & Communities Agency for a range of schemes. In 2009/10 we have 245 new affordable homes in development plus 74 funded through HomeBuy Direct, delivering open market housing with subsidy to reduce cost and help kickstart development sites that have stalled.

We recognise the need to develop more family housing and in 2008/09 we delivered 17 x 3 & 4 bed new affordable homes. We are working to ensure the Local Development Framework supports the need for more family homes and have a target for the mix of new affordable homes in terms of size recognised in the LDF of 30% one beds, 45% two beds and 25% three beds.

We work with Planners, the Homes & Communities Agency and our housing association partners in Brighton & Hove Housing Partnership to make sure that new affordable housing meets high standards of design and layout. All affordable homes must be built to Lifetime Homes standards in the Code for Sustainable Homes and comply with recommendations on avoiding additional CO₂ emissions using both low and zero carbon technologies.

Brighton & Hove City Council has appointed a dedicated Under-Occupation Officer to provide practical help and support and financial rewards to tenants wanting to downsize. In 2008/09 the

Under-Occupation Officer work has supported households wanting to downsize to release more than 80 family sized homes and have helped overcrowded tenants move to larger homes, provided new homes for homeless families and helped house families with disabled members.

Our Homemove magazine advertises council and housing association homes for rent and shared ownership. Homemove has now also incorporated a mobility rating that indicates whether an available property is suitable for a wheelchair user or someone with limited mobility and all new affordable housing that meets the wheelchair standard is advertised before it is built in order to ensure that the features installed are designed around the specific needs of the future occupants.

What we plan to do

We need to make sure that the city has the right type of housing to meet the needs of current and future residents, whether it be owner occupation, private renting, or social rented housing. To do this we will:

- help households become homeowners
- provide opportunities for households to move to larger homes or downsize as their needs change
- identify opportunities to improve and develop deprived neighbourhoods
- make best use of the housing stock
- increase the supply of affordable rented housing

Improving Housing Quality

Issues of Concern

Just over a third of the city's housing does not meet the Decent Homes Standard, around 44,000 homes. Whilst more than half of all council housing does not meet the Standard, 83% of the city's non-decent housing is in the private sector, affecting vulnerable owner occupiers and renters. Additionally, empty homes in the city are a waste of valuable resources, and a blight in local communities, attracting crime and anti-social behaviour.

Many households in the city have difficulty in paying for fuel to keep warm during the winter months.

A substantial number of these households fall within the government's official definition of fuel poverty by having to spend more than 10% of their income on fuel to satisfactorily heat their homes. However, this definition takes no account of housing-related costs, and as such does not adequately encompass all households who have difficulty in achieving affordable warmth.

Fuel poverty has been shown to have significant adverse impacts. In particular, inadequately heated homes can lead to or worsen cardio-respiratory conditions resulting in increased winter deaths among older people. Cold homes have also been implicated in under-achievement by children. The energy efficiency of the city's housing is considered to be above average however fuel poverty is estimated to affect 5,100 (5%) households, with the highest proportion concentrated across Hollingbury & Bevendean (13.8%).

What has happened over the last three years

Since 2002 the council has worked with owners to bring more than 1,000 empty homes back into use and the council re-launched its Empty Property Strategy in 2006, and adopted a Compulsory Purchase Order (CPO) Policy allowing the council to acquire property in approved cases and as a last resort when owners have repeatedly refused to engage with us.

Although there have been significant improvements in home energy efficiency, domestic energy prices have almost doubled over the last three years. This has led to a large increase in the numbers of households in fuel poverty.

Current Position

To improve the quality of the city's council housing, an Asset Management Plan has been developed which has seen the creation of a Local Delivery Vehicle (Brighton & Hove Seaside Community Homes Limited). Up to 499 homes could be leased to this organisation which could then use them as an asset to borrow funding to carry out necessary Decent Homes work. A Procurement Strategy has also been developed that has seen the council enter into a long term partnership arrangement for the maintenance and improvement of the housing stock, reducing overheads and direct costs. As a result, we believe that all of the council's social housing stock will meet the Decent Homes Standard in 2013.

The Brighton & Hove, East Sussex Together Partnership (BEST), led by Brighton & Hove City Council has been allocated £18.6 million over three years to improve the living conditions of vulnerable households in the private sector and will aim to improve the condition of housing to meet the decent homes standard, address more widespread regeneration needs, foster improvement in domestic energy efficiency to combat fuel poverty and reduce the region's carbon emissions.. Around 4,500 private sector homes have been improved since 2005 through out private sector renewal work and in 2009/10 a further 1,600 homes will be improved. A Community Finance Initiative has been developed with a private sector partner and other authorities to focus on equity release and low cost loans to unlock the capital in people's homes, reducing reliance on limited grants.

The Brighton & Hove Home Energy Group, comprising a range of organisations working with Brighton & Hove City Council, has established a comprehensive Affordable Warmth Action Plan and Warm-Homes fuel poverty initiative. Improvements include lowering the qualification of the 70+ Energy Innovation Grant scheme to 60 years and establishing a Family Insulation Grant for families with young children living in smaller properties. In the council housing sector, the council is implementing a programme to install cavity wall insulation and loft insulation to all relevant properties. In addition there are ongoing programmes for installing energy efficiency boilers and for roof and window replacements.

The Council spends more than £1m every year on adaptations to homes through loans, Disabled Facilities Grants and Minor Adaptations Grants and other works to help owners and tenants across all housing tenures. A Home Safety & Security Scheme is being established for the benefit of older householders and families with children. Additionally, Anchor Staying Put provides guidance and assistance to carry out whatever repairs, improvements or adaptations are necessary to help older and disabled homeowners to continue to live in their own home.

What we plan to do

We want to make sure that residents are able to live in decent quality homes suitable for their needs. To do this we will:

- work with home owners and landlords to maintain and improve the quality of their housing
- reduce fuel poverty and minimise CO₂ emissions
- develop the Brighton & Hove Standard for high quality and well maintained council housing and improve tenants' homes to ensure that they meet the standard
- work with owners to bring more of the city's long term empty homes back into use
- ensure new housing is developed to the latest standards

Improving Housing Support

Issues of Concern

Rough sleeping remains a visible presence, particularly in the city centre.

Over the last few years, the main cause of homelessness, resulting in almost 40% of all cases is as a result of eviction by parents, family or friends.

Historically, loss of private sector rented accommodation was the main cause of homelessness, responsible for almost half of all cases. However, the last few years have seen much better working between the council and landlords that has reduced homelessness from this sector to 32%.

Whilst a smaller proportion of our homelessness relate to people with children or who are pregnant than the national average, we have a much higher proportion of our homelessness comprised of those with mental health problems and physical disabilities but a smaller proportion of homelessness relating to people with children or who are pregnant.

What has happened over the last three years

Through our Homelessness Strategy we have changed the way we dealt with homelessness, moving from crisis intervention to a homelessness prevention service, helping households to find solutions to their housing needs before they lose their home. This approach has led to a halving of homelessness since 2004 and avoided significant upheaval and distress for those affected.

The number of households making homeless applications reduced by 53% from 2004/5 to 2007/8.

During 2008/09 our Housing Options teams saw 4,600 households requesting help in preventing them becoming homeless. We were successful in preventing homelessness in all but 393 of these cases. The keys to their success has been in setting up specialist teams able to focus on the particular needs of specific groups and being able to work with households as soon as their housing situation is at risk to give enough time to explore all possible solutions and prevent a crisis.

An emphasis on the vulnerable has also seen homelessness amongst young people reduced by 75% since 2005/06, a 57% reduction in homelessness amongst those with a physical disability and a 66% reduction in homelessness amongst those with a mental illness. However, we are very aware that despite this success, the reality is that a household still becomes homeless every day.

Our efforts to prevent homelessness have helped us to remain on track to halve the use of temporary accommodation by 2010. We have also ended the long term use of B&B for families with children and 16/17 year olds except in emergencies.

Current position

393 Households were accepted as homeless in 2008/9.

366 Households were living in temporary accommodation on 31st March 2009.

Since the development of our Single Homelessness & Rough Sleeper Strategy in 2002, rough sleeping has been reduced from more than 40 people on any one night to around 10, although services see up to 500 people every year. We are developing services with our colleagues from other service providers to provide a range of housing and support in an Integrated Support Pathway to help household back to living independently. The Pathway provides a route from crisis into intensive support, with support reducing as people's health, skills and confidence improves by extending the housing options approach to address unemployment and provide a platform for economic and social inclusion.

Supporting People has been instrumental in enabling people to leave institutional type care, increasing the level of accommodation and providing support to teenage parents, contributing to the expansion of women's refuge services, and the first extra care housing in the city. The Supporting People programme costs around £11m each year and provides support to more than 5,000 people in the city to help them live independently, such as:

- young people who are homeless or young parents
- people with mental health problems
- people with substance misuse problems
- older people with support needs
- women and children fleeing domestic violence
- single homeless people
- people with learning disabilities
- ex-offenders re-integrating into the community

To tackle social exclusion in the city's deprived areas we are implementing a new "Turning the Tide" social inclusion pilot to tackle deprivation and anti-social behaviour balancing enforcement with support such as help to get back into work and learning. The outcomes of this pilot will be used to inform our Social Inclusion Strategy. This work is being carried out alongside other social inclusion projects aimed at Family Intervention and Teenage Parents.

In response to the recession all staff had refresher training on debt, benefit advice and preventing homelessness due to mortgage arrears. As a result homelessness prevention for mortgage arrears cases has increased by 140% and the number of households having to make homeless applications due to mortgage repossessions has decreased by 27%. We are providing a range of recession services in addition to promoting the Government's initiatives specifically aimed at helping local people such as increasing grant funding to debt advice agencies and operating our own local mortgage rescue scheme for households we believe we can help who fall outside of the governments criteria for assistance.

What we plan to do

Households have many different levels of need and there is no one solution that fits all housing need and so we seek to take advantage of every opportunity and provide a range of services to support households back to independence. To do this we will:

- support households to make informed choices about their housing options
- provide adaptations and support to households and their carers
- work to prevent homelessness and rough sleeping
- contribute to the wider city agendas of reducing worklessness, improving community cohesion, reducing anti-social behaviour and reducing inequality
- work to ensure student housing provides a positive contribution to students' lives and the city

LIVING WITHIN ENVIRONMENTAL LIMITS AND ENHANCING THE ENVIRONMENT

Chapter Contributors

City Sustainability Partnership
Brighton & Hove Food Partnership
Brighton & Hove City Council (Sustainability, City Services, Planning)

Our aim

We aspire to a healthy, just society, living within environmental limits by achieving a sustainable economy, promoting good governance and using sound science responsibly.

Cutting Greenhouse Gas Emissions

Issues of concern

There is overwhelming scientific evidence that climate change poses serious global risks; and consensus that we have as little as 10 years to start dramatically cutting greenhouse gas emissions or risk catastrophic climate change.

Preventing man-made climate change is challenging. A reduction of CO₂ emissions by up to 70% by 2030 and 90% by 2050 is required. It is essential that yearly targets for CO₂ reduction are set, monitored and acted upon.

Nationally, leaders are looking to cities like Brighton & Hove to lead the way on cutting emissions and pioneering the drive towards a low carbon economy. Yet our emissions are only starting to fall, and we have a long way to go before the dramatic reductions required can be achieved.

There are also fears in some parts of the energy industry and more widely that global oil supply will soon fail to meet demand, putting up prices of oil and gas (the price of which is pegged to oil's) and leading to potential security of supply problems.

While Brighton & Hove City Council has statutory requirements to plan for and deliver an average of 570 new homes per annum within the city plus up to 10,000 dwellings at Shoreham Harbour (jointly with Adur District Council), there is also a duty to deliver these sustainably and affordably, combined with the challenge of decreasing the city carbon footprint. This ultimately means that new development in general and new homes in particular should preferably emit no net annual CO₂ from energy use over the course of a year (ie be carbon neutral or preferable zero carbon). At the same time 50% of the city's carbon footprint comes from existing housing, so there is even greater pressure to reduce emissions in this stock.

What has happened over the last three years

The government has passed the Climate Change Act, committing the UK in law to an 80% reduction in CO₂ by 2050 and a 26% cut by 2020 (from 1990 levels). There are further targets

for a 20% reduction in UK energy use (through energy efficiency) by 2020 and for 20% of UK energy to come from renewable energy by 2020.

- business carbon reduction seminars have been organised and a Low Carbon Economy on-line guide for city businesses developed
- the council launched a £6 million energy efficiency grant scheme over three years to help householders cut costs and carbon emissions and developed a city grant scheme subsidising solar hot water heating
- planners have continued to raise the bar for development through: new standards which focus on energy performance and low carbon development including a carbon neutral standard for residential development, designing and implementing an award winning sustainability checklist for developers; and working with developers on all major projects to deliver the highest standards in low carbon design.
- showed thousands of local residents how to green their own homes through new “Eco Open Houses” weekends
- a number of large public services have developed successful Carbon Management Programmes, saving energy, fuel and public money
- the city has the highest proportion of “green tariff” renewable electricity purchasers in the UK, at 11%, as well as the highest proportion of vegetarians
- the city has raised its short-term target for annual CO₂ reductions from 3.5% to 4%
- the LSP prioritised climate change in 2008 and commissioned a city Climate Change Strategy

Current position

CO₂ emissions from burning fossil fuels like coal, oil, gas and petrol are the biggest contributory factor at 85% though there are other potent greenhouse gases especially connected with food growing, transportation, disposal and refrigeration/cooling.

About 1.3 million tonnes of CO₂ are emitted by Brighton & Hove annually (as measured by direct use of these fuels) – equivalent to about 5.3 tonnes per person.

Emissions per person fell by 2.89% between 2005-2007, compared to the BHCC target of 4% p/a (or 12% over 3 years). A more rounded recent analysis of the city’s carbon footprint by Bioregional with Stockholm Environmental Institute, looked at all products and services we consume and showed city per capita CO₂ emissions to be much higher, at 12.8 tonnes per person per year -16% higher than the average UK resident. If all greenhouse gases are counted – measured in CO₂ equivalent– we are producing 17.44 tonnes per person.

Analysis of these shows the following areas have most impact:

- domestic consumption of energy, both direct fuel and electricity for heating, hot water and appliances in existing housing
- use of cars - fuel consumption, vehicle purchase and maintenance (air travel is the other high impact area of transport)
- food, eaten in the home and provided at restaurants and other catering services
- consumption of consumer goods, in particular household appliances, jewellery, audio-visual equipment and other high embodied energy items

What we plan to do

Achieve, from a 2005 baseline of 5.53 tonnes per capita, a 12% reduction in City Co₂ ‘direct’ emissions by 2012/13, a 42% reduction by 2020 and an 80% reduction by 2050.

Support the 10:10 Campaign to urge city organisations, businesses and individuals to commit to cutting their carbon emissions by 10% in 2010.

Find more funding for domestic carbon reduction. Work to dramatically increase the installation of home energy efficiency measures across the city, especially in poorly insulated and low income homes. Expand and improve the Eco Open Houses events to support householders to reduce carbon emissions.

Develop consolidated action around the expansion of sustainable and renewable energy generation. Produce a ('big users') heat map of the city to promote district heating scheme plans, using new developments as a catalyst. Establish an energy service company (or companies) to support local sustainable and affordable energy delivery. Install, and support the widespread installation of new energy generating technologies including supporting plans for a large offshore windfarm off the coast of Sussex, and undertaking feasibility studies for marine (tidal, wave) and wind energy for the city.

Identify sites for larger scale sustainable energy facilities through Development Policies and the Site Allocations Development Plan Document.

Adopt the Core Strategy which will set out in policy *CP1 Sustainable Buildings* the approach to ensure all new developments delivers a reduction in greenhouse gas emissions, particularly CO₂.

Implement an innovative carbon neutral policy for new housing, combining low carbon development and off site options such as carbon reduction in existing housing;

Fully support the Brighton & Hove Food Partnership and Food Matters who are leading on a partnership project called Harvest Brighton & Hove. Work to increase the amount of food grown and consumed within the city and reduce food miles and emissions from production, transportation, packaging and disposal.

Increase the amount of land available within the city on which to grow food, extending allotments, growing in schools, around estates, and other available land within the city.

Introduce procurement policies within public institutions and local businesses which favour the use of locally produced, seasonal and healthy food which support environmental sustainability, animal welfare and fair trade.

Improve awareness and understanding of the embodied energy in products and services.

Share with other public services the city council's work with the Carbon Disclosure Project to monitor key suppliers' carbon emissions as a first step towards reduction plans and improved procurement policies.

Tackle environmental inequalities by analysing further how different city communities are affected by fuel poverty, pollution and degraded environments.

Living with Climate Change Locally

Issues of concern

Climate change is with us here and now and will get significantly worse before (if) it gets better due to the greenhouse gas emissions already in the atmosphere and their delayed impact.

The UK Climate Impacts Programme - which leads UK scientific consensus on impacts – says the South East of England will continue to be most affected in the UK.

UKCIP 09 projections show changes modelled by 2020 may well include include:

- average temperature increases of 1-1.5 degrees C
- 5-15% less rainfall, especially in summer months, increasing the likelihood of drought
- more extreme weather events such as very hot days, drought, storm surges, and heavy rainfall – increasing the likelihood of flooding

Latest sea level rise predictions for this century from the world's leading climate scientists suggest 1.1 or 1.2 metres is now probable due to polar ice melting rates, rather than the half a metre previously predicted. More frequent storms and sea surges make this an increasing issue for the city and its sea defences.

The summer heatwave of 2003 was responsible for tens of thousands of heat-related deaths across Europe, but by 2020 an average summer locally may well be as hot as this. High temperatures and still weather can also lead to a build up in air pollution, mainly from vehicles and this poses health risks to the very young, old and asthmatics.

The south east of England is in “water stress”, receiving only 690mm of rainfall per year compared to a national average of 897mm per year. Brighton & Hove has one of the highest domestic water consumption rates in the UK.

The pressures on water resources are set to increase through additional demands from population growth and new housing. Greater water efficiency, especially within existing housing stock, is essential for the sustainable management of water resources and the health of the environment.

Flooding through torrential rainfall had a serious impact on Sussex in 2000 and continues to be a major area of concern. Fears about flood and drought are not incompatible, as one feature of climate change is disruption to usual weather cycles, with more frequent extreme periods of weather events.

So we need a better and sophisticated shared understanding across the city of the risks (and some opportunities) of climate change to our infrastructure and economy, our communities and our wildlife and habitats.

What has happened over the last three years

Responding to climate change is a key consideration in preparing the Core Strategy (a key document within the Local Development Framework).

Serious flooding in England in the summer of 2007 has significantly raised the profile of this issue right across local government and emergency planning.

The Sussex Resilience Forum actively monitors climate change impact risks such as flooding and heatwave and manages the Community Risk Register for the whole of Sussex. In 2007/8 it organised a Sussex-wide conference in Brighton on flooding.

A city Strategic Flood Risk Assessment was produced in March 2008 in line with national policy on development and flood risk. This will be regularly reviewed to ensure it contains the latest data, planning policy and legislation.

A major incident emergency planning exercise was held in winter 2008/9 to test planning – in this case for a tidal wave hitting the coast.

Southern Water has invested £15 million over three years in replacing 35 miles of old Victorian water mains across the city with modern piping and the leakage rate is relatively low.

Following chalk cliff falls above the Marina, the University of Brighton has developed a cliff monitoring project and with the Coastal Engineer is developing trans-national project plans with similar areas on the French coast.

A tourism stakeholders' seminar for the sector's Brighton & Hove businesses explored the threats and opportunities posed by climate change and the issue is addressed in the city's revised Tourism Strategy.

Planning has introduced sustainable building standards which require minimum levels of water efficiency performance in new development.

Current position

The government has developed new national indicators on preparedness/planning for flooding impacts and for climate change, under the Comprehensive Area Assessment. The performance of local authorities and their partners will be measured on these. Other areas like Kent and East Sussex are ahead of us on this and we can learn from them.

The indicator on Flood and Coastal Erosion Risk Management focuses on local authority progress in delivering agreed actions in existing Catchment Flood Management Plans (CFMP) and Second Generation Shoreline Management Plans (SMP2).

The proportion of households with water meters in Brighton & Hove is relatively low and there are plans to change this rapidly. To all intents and purposes, non-household customers are all metered already.

Planning permission has been granted for wastewater treatment works at Peacehaven and construction has commenced.

Introduced sustainable building standards through planning which require minimum levels of water efficiency performance in new development through the Code for Sustainable Homes and BREEAM.

Compulsory water metering is to be introduced - Southern Water's draft water resource management plan outlines plans to achieve water metering of 90% of all households by 2015.

What we plan to do

Complete and respond to a council scrutiny inquiry into the city's preparedness and planning for climate change to identify any areas of weakness and actions required.

Develop a Local Climate Impacts Profile to determine the impact on key services of recent major weather incidents. Use these with the UKCP 09 projections to develop a risk assessment and mitigation programme.

Seek through the planning system to deliver development adaptable to climate change; mitigating against urban heat island effect through green and biodiverse developments; delivering the highest standards in water efficiency and exploring feasibility of rainwater harvesting and greywater recycling; providing sustainable drainage systems; and maximising passive heating and cooling.

Include an Adapting to Climate Change section in the city's revised Climate Change Action Plan, drawing on the recommendations of the scrutiny inquiry and following the nationally agreed process.

Continue to work with Southern Water to ensure appropriate wastewater treatment

Develop a joint project on chalk cliff erosion with the University of Le Havre and the local council.

Waste, recycling and street cleanliness

Issues of concern

The local landfill site has now closed which has resulted in sites much further away being used. No new sites are planned in the area.

The European Landfill Directive requires us to reduce biodegradable waste going into landfill. Failure to do so will result in financial penalties for the council and council tax payers.

Waste in landfill can generate methane emissions which is a greenhouse gas. It also uses up valuable resources and can have negative environmental impacts.

The proportion of our waste recycled or composted must increase significantly and residents need to feel recycling and refuse collections are reliable.

What has happened over the last three years

In 2008 a new Materials Recycling Facility (MRF) was completed in Hollingdean. The facility will make it easier for people to recycle as only glass needs to be separated. It will also result in efficiency savings for the service.

In 2008 a new Waste Transfer Station (WTS) was opened in Hollingdean. Waste that cannot be recycled will be hauled in bulk to the Energy Recovery Facility in Newhaven when this becomes operational in 2011 or to other disposal sites.

These new facilities together with the introduction of communal bins will result in £1.6million revenue savings per year.

Recycling services have been extended and now cover 98% of the city, 121,276 households

Over 7000 compost bins have been sold which has helped divert over 2000 tonnes of garden waste from landfill.

To keep the city's streets clean, communal bins and a new beach and street litter recycling scheme has been implemented in the city centre.

The materials recovered at the HWRS have been increased to include MDF and non-glued wood, plasterboard and energy light bulbs and subsequently increased recycling rates.

The waste produced per person has dropped from 443KG in 2002/3 to 421KG in 2008/9.

A targeted plan, which includes working with partners such as the railways, has been effectively delivered significantly reducing graffiti in the city.

A supplementary planning document on construction and demolition waste helps deliver more sustainable management of that waste stream and to minimise the amount construction waste sent to landfill.

Work on preparing a Waste and Minerals Development Framework is underway jointly with East Sussex County Council. This will replace the East Sussex and Brighton & Hove Waste Local Plan, and the Minerals Local Plan in due course.

A Planning Advice Note was prepared to give design guidance to developers about making provision of the storage and collection of recyclable materials and waste.

Current position

Together with East Sussex County Council, the council has let a 30 year integrated waste management contract worth about £1 billion to develop new ways to manage our waste.

A new Energy Recovery Facility to process non-recycled waste and produce enough electricity to power 25,000 homes is being built in Newhaven.

In East Sussex and Brighton & Hove, construction and demolition waste accounts for over half of all waste produced.

About 29% of household waste in the city is currently recycled or composted. As an urban centre, our rate would always be expected to be lower than in neighbouring rural counties where larger gardens produce much more green waste.

98% of properties have a recycling service, either a kerbside collection or communal recycling bins for blocks of flats.

Following consultation on communal bins this service now covers properties in central parts of the city. It will result in cleaner streets.

What we plan to do

Achieve a 70% city-wide recycling / composting rate for domestic waste and an 80% rate for commercial waste by 2025.

Adopting the waste strategy for the management of household waste in the city will deliver a detailed action plan to improve service quality, reduce waste arising, increase recycling and home composting.

Specific elements of the strategy include:

- expanding recycling schemes to increase materials collected at flats, extend bring sites to include Tetrapaks and toys and trial communal recycling in the city centre to help increase recycling rates
- developing specific campaigns regarding food waste, recycling in the city centre and re-use
- a business waste forum will be set up with strategic partners and will be supported by trade waste composition analysis and an overarching trade waste strategy in partnership with East and West Sussex County Councils
- improving service quality and engagement with residents, businesses and communities.
- developing a community engagement framework raising the profile of reuse groups in the city through events and community. Furthermore, we plan to develop a re-use campaign to encourage residents to minimise waste

Require developers to reduce, reuse and recycle construction and demolition waste to minimise the amount sent to landfill and reduce the demand on primary raw materials.

Work with traders and trade waste contractors to reduce rubbish left on streets.

Improve the street cleanliness.

Implement communications campaign.

Ensure recycling services are accessible to all sections of the community.

Continue to offer composters, at reduced prices, and continue to promote home, school and community composting.

Require promoters of major public events to encourage and maximise recycling.

Adopt and implement the Waste and Minerals Core Strategy to provide a planning policy framework for the delivery of sustainable waste management facilities and locations to 2026.

Start work on the Waste Site Allocations Development Plan Document following adoption of the Waste Core Strategy.

Support the re-use and refurbishment of high impact products, such as household appliances and furniture, by supporting social enterprises and widespread purchasing. Promote reduced resource consumption.

Work with supermarkets to reduce excess packaging and waste.

Explore the potential for preparing a strategy to guide how commercial and industrial waste is managed in the city.

Built Environment

Issues of concern

Residents of Brighton & Hove enjoy living between the sea and the Downs but sites need to be used efficiently to reduce pressure on greenfield land. Our renowned cultural heritage in the built environment must be preserved and enhanced.

All new development needs to demonstrate a high standard of design, make a positive contribution to the built & natural environment and contribute to health in the city.

There is an under-supply of housing adaptable for the needs of disabled or ageing residents.

What has happened over the last three years

In 2007/08, 100% of residential developments and new employment floorspace were on brownfield sites and 79% of new residential developments had over 50 dwellings per hectare.

Recent high quality architecture and dynamic proposals for new major developments have led the city's aspirations for outstanding design.

New supplementary planning documents (SPDs) are being prepared on Architectural Features and on the London Road.

The Sustainable Building Design SPD was adopted in 2008 and raises the standards for sustainability in new developments and promotes sustainability measures in existing buildings.

Adoption of the Urban Characterisation Study.

Planning Advice Note on Lifetime Homes prepared.

Undertaken a Sustainability Appraisal and Health Impact Assessments on the Core Strategy.

Current position

Brighton & Hove must plan positively for jobs, homes, sports, leisure, community facilities, parks and green spaces, making the best use of sites which are or will become available. More than 30 conservation areas cover one fifth of the city and there are 3,360 listed buildings.

A new approach to planning – the Local Development Framework (LDF) – will involve greater community input. The main plan in the LDF, the Core Strategy, due to be adopted in January 2011 will help to deliver a number of priorities in the city around employment and training, retail, travel, housing, climate change, design, good public realm, open space and community safety.

The adopted Local Plan, still in place until the Core Strategy is adopted, sets high standards for design of all new developments.

The Local Plan requires accessible housing and 'lifetime homes' in new residential developments.

What we plan to do

Adopt and implement the Core Strategy.

Prepare an Urban Design Framework SPD for the city to help deliver high quality design in the city.

Identify affordable workspace for the creative industries through LDF documents.

Publish a Nature Conservation and Development SPD to ensure the natural environment is conserved and enhanced as a part of all new developments.

Continue to make the most efficient use of previously developed land (ie brownfield sites). Identify through an Urban Characterisation Study areas of the city where high density development can be accommodated.

Provide urban design advice on major new schemes in the city.

Plan positively for high quality and inclusive design in all developments (single buildings, public and private spaces and larger projects).

Encourage developers to undertake early consultation with local residents and community infrastructure (such as Neighbourhood Forums) on major planning applications.

Contribute to implementing the recommendations in the Public Place, Public Life Study and create a built environment accessible to all which promotes physical and social activity. All dwellings should meet the Lifetime Homes Standard with a good proportion of dwellings in major developments to be wheelchair accessible.

Biodiversity and the natural environment

Issues of concern

There is no clear picture of how biodiversity is changing locally but available evidence points to a continuing loss of species and habitats. People benefit from experiencing nature as a part of everyday life but increasing urbanisation and sedentary lifestyles mean that many are becoming more isolated from it in practice.

What has happened over the last three years

Local authorities have a new legal duty to further biodiversity, set out in Section 40 of the Natural Environment and Rural Communities Act 2006.

More new developments have incorporated biodiversity features and a new, linear 'eco park' has been created as part of the Brighton Station development.

A detailed audit of the habitats of importance in the urban and rural areas of Brighton & Hove has been carried out which for the first time provides a detailed baseline for the future monitoring of habitat change.

An international conference was held in the city in October 2008 to look at the opportunities created for people and the environment of designating Brighton & Hove as the first urban Biosphere Reserve in the UK.

A Green Network Study has been completed that defines a green network linking natural green space in the city with the sea and new National Park. The network identifies some sites for habitat expansion and improvement to help reverse previous declines in biodiversity and to improve opportunities for people to experience nature.

A School Grounds Biodiversity Action Plan has been implemented involving schools across Brighton & Hove, including the employment of a temporary project officer with partnership funding from Natural England and the Sussex Wildlife Trust. The project has included the Heritage and Environment Festival at Moulescoomb Primary School and the 'Big Biodiversity Butterfly Count' which are now both established, annual events.

The Countryside Team has been increased to include new Park Rangers with a remit to expand community involvement in green space across the city. The Team's remit includes developing new friends groups and leading on major events such as the annual 'Springwatch' festival, which attracted 15,000 people in 2008.

Current position

The city is home to a great variety of common and rare animal and plant species, including European Protected Species such as Dormouse, Great Crested Newt and several species of bat. It also supports 278 hectares of unimproved chalk grassland and just under a hectare of coastal vegetated shingle, which are both habitats of UK and European importance. In total, one-sixth of the city's area is covered by a nature conservation designation and 10% of its land surface is occupied by semi-natural habitat.

The city is home to the national elm collection. This is of international importance for preserving elms and also serves to protect the wildlife that depends upon it. Much of the collection are street trees serving the added benefit of being heat sinks and taking up pollutants.

Brighton & Hove's wildlife website CityWildlife.org.uk allows people to record their wildlife sightings on a public database. Over 280 people have signed up as CityWildlife 'naturewardens' and have submitted over 5,000 records.

The city has 24 active 'friends' groups working to conserve natural green spaces.

Urban vegetation lessens climate change effects by reducing a city's "heat island" effect and filtering UV rays.

Brighton & Hove currently has six 'green flag' parks (Easthill Park, St Ann's Well Gardens, Preston Park, Kipling Gardens, Stoneham Recreation Ground and Hove Park).

What we plan to do

From a starting point of no increase in 2012/13 on the 2006 per capita City Ecological Footprint baseline of 5.72 global hectares per person, achieve a reduction to 2.5gha per person by 2020 and 1.25gha reduction per person by 2050.

Publish a Biodiversity Action Plan setting out how the city will conserve and enhance important habitats and species in the city to halt biodiversity loss.

Cityparks have implemented a system of environmental review where both management plans for parks and major new projects are checked by staff with environmental backgrounds to ensure that we take all practical steps to protect and enhance the cities wildlife habitats. This has started to have an effect on how we manage our parks and open spaces with an increase in good wildlife habitat. The gardening staff have been given training on managing parks for wildlife and this has started to produce results such as the return of the Adonis Blue butterfly to a Brighton housing site.

Continue to work towards designation of the city as a UNESCO Biosphere Reserve.

Implement the green network and incorporate it into the Local Development Framework, to help climate-proof the biodiversity of Brighton & Hove, address habitat creation targets and to make it easier for people to experience nature as part of everyday life in the city. Integrate climate change adaptation planning into this work.

Publish a supplementary planning document on Nature Conservation and Development to promote the integration of biodiversity into development.

Improve CityWildlife.org.uk to make it easier for local people and children to record their wildlife sightings and to contribute to the monitoring of key wildlife sites.

Work with nature conservation partners to implement 'Big Nature' during 2010. 'Big Nature' will be a series of events designed to encourage people to be more involved in the natural environment, as a part of the International Year of Biodiversity.

Carry out a review of the city's Sites of Nature Conservation Importance to address new national monitoring requirements (NI 197) and to measure the quality of key habitats in the city.

Re-landscape an existing park to create a new 'natural park' for the city.

Reintroduce traditional sheep grazing across 200 hectares of key chalk grassland sites in the city to safeguard their nature conservation value. To date the scheme has gained local, national and international positive press coverage and has attracted external funding offers.

Update the Green Spaces Strategy incorporating the green infrastructure network, biodiversity strategy and taking in to consideration the findings of PPG 17. The strategy will be delivered through detailed action plans for the different types of open space.

Encourage wildlife gardening in private gardens and promote Brighton & Hove 'City in Bloom'.

Energy Efficiency and Renewable Energy

Issues of concern

Many of our buildings, businesses and services need to be more energy efficient and make more use of renewable energy. Achieving sustainable development is a major objective of our planning system.

What has happened over the last three years

Since October 2003, all main council buildings use electricity from 100% renewable sources.

In 2008 a Sustainable Building Supplementary Planning Document was adopted which sets out a benchmark for renewable energy and energy in new buildings.

Current position

All planning applicants are expected to deliver low carbon design in advance of current national standards. As part of this they must demonstrate how energy efficiency has been maximised and low and zero carbon energy technologies have been incorporated into designs to deliver reduced carbon emissions and fossil fuel energy.

Brighton & Hove has a reputation nationally and amongst major house builders for attracting development with a higher standard of energy performance than elsewhere in the county. This is well demonstrated by the innovative major residential developments One Brighton (New England Quarter) and Sackville Place (Hove) both designed to be zero carbon.

What we plan to do

Work with developers to ensure best practice in energy efficiency, water efficiency, reduced waste production and the use of renewable energy. Promote and require sustainable practices such as:

- reducing carbon emissions
- implementation of passive design for low energy use
- incorporating renewable energy and low carbon energy technologies

Move towards carbon neutral developments and set challenging targets for the highest standards of energy performance. Encourage developers to mitigate against high energy use and carbon emissions through emissions reduction elsewhere in the city, either through retrofitting measures in existing housing, or extending energy infrastructure such as district heating to neighbouring development.

Adopt the Core Strategy (within the Local Development Framework) in which sustainability issues are central.

Encourage renewable energy use in existing buildings and operations across all sectors, including business, retail and householders.

Work with Carbon Trust to examine energy efficiency in sheltered housing schemes and council housing blocks to identify energy conservation measures and opportunities to move to combined heat and power or renewable energy.

Through the East Sussex Sustainable Business Partnership, support Business Excellence Through Resource Efficiency to help businesses reduce energy use and costs and also CO₂ emissions.

PROMOTING SUSTAINABLE TRANSPORT

Chapter Contributors

Transport Partnership
Brighton & Hove City Council (Sustainable Transport)
City Sustainability Partnership

Our aim

‘An integrated and accessible transport system, that enables people to travel around and access services as safely and freely as possible while minimising damage to the environment and contributing to a safer, cleaner, quieter and healthier city.’

Issues of concern.

Nationally, there has been a trend towards increased car use although this has slowed in recent years. Unless a range of measures are introduced to address this there is likely to be worsening congestion and air quality by 2026, particularly when accompanied by anticipated future development in the city.

Carbon emissions, physical and mental well-being, community safety, air quality, noise, providing access to quality services and using resources more efficiently are all issues of concern which could be addressed by a sustainable and equitable transport system fully integrated with planning.

Promote low carbon transport choices

What has happened over the last three years.

- safer walking and cycling routes to schools have been developed
- introduced personal travel planning: working with residents to identify instances when they could walk, cycle, or use the bus as an alternative to their car for some journeys
- provided information to inform travel choices and promote changes in travel behaviour through a transport campaign and associated events, activities and initiatives

Current Position

- nearly 20% of Brighton & Hove's carbon emissions derive from road transport, so reducing traffic is key to reducing greenhouse gas emissions
- about 70 businesses have signed up to the newly established Brighton & Hove Business Travel Plan Partnership/Network
- the Brighton & Hove City Council Staff Travel Plan has provided improved alternative travel options for employees both during, and on the way to, work. It includes a bicycle allowance rate to encourage officers to cycle when on council business, and discounted bus tickets for work journeys

- encouraging more efficient use of private vehicles and fleets and work with business and schools to help them do the same
- Brighton & Hove has established itself as a Cycle Demonstration Town, which secured an additional £1.5 million over three years to encourage cycling, and has enabled the city to become a Cycling Town for a further three years
- introduced the first on-street electric vehicle charging points in the UK, outside London

What we plan to do.

- promote cycling & walking as efficient ways of moving around the city, with many benefits to health and well-being and provide appropriate infrastructure
- promote and facilitate the greater use of car clubs
- promote and provide more electric vehicle charging points
- expand the city's Workplace Travel Plan Partnership
- build on the success of the Personalised Travel Planning initiative to increase awareness of, and use of, sustainable transport options
- consider the development of cycle hire schemes

Planning for Sustainable Transport

What has happened over the last three years.

- permission has been granted for a number of developments that have contributed towards delivering sustainable transport policy objectives
- ensured the planning strategy locates development that significantly increases movement close to existing transport corridors and/or nodes
- encouraged developers to bring forward transport innovation and creativity in proposals
- maximised the availability of affordable housing and jobs within the city to reduce the need for people to commute into or out of the city
- facilitated home working but also joint work offices for freelancers / homeworkers (such as The Werks in Hove)

Current Position

- investing greater levels of funding into maintenance of our roads, pavements and bridges than the government calculates is needed
- more funding is being invested into improving street lighting

What we plan to do.

- use the planning system to provide development that reduces the need to travel and prioritises sustainable transport options
- increase job opportunities to increase choice and enable local people to work within the city
- ensure provision and promotion of opportunities for home/local working, flexible planning, use of new technology etc to provide choice not to travel, eg online meeting spaces.
- require sustainable travel plans for all major developments
- implement measures to promote and change travel habits / decisions to transfer people and goods onto more sustainable transport
- prepare new guidance on parking and servicing requirements for new developments that will put a priority on minimising off-street parking provision where appropriate
- increase amount of secure cycle parking at key destinations
- create complete cycle networks and routes as part of Travel Plans

- manage public city centre parking in a way that complements, and is integrated with, other wider policy objectives

Health & Design

What has happened over the last three years.

- the Legibility or 'Public Space Public Life' Strategy was approved and will help guide new innovative schemes to enhance our streets and turn 'spaces' into 'places' where people can enjoy our city even more
- completed the award-winning urban real improvements in New Road as part of the development of the city's Cultural Quarter
- improved public spaces with better signposting and a more welcoming street scene for all road users
- the Sussex Safer Roads Partnership has worked on publicity, campaigns and camera locations to reduce road traffic collisions and make the city and surrounding area safer for road users
- delivered a targeted programme of road safety engineering measures to address the highest priority locations where significant numbers of collisions/casualties occur, to maximise reductions in the number and severity of people injured

Current Position

- substantially completed the North Street Mixed Priority Route scheme (combined road safety and street enhancement measures)
- there are now 23 km of cycle routes in Brighton & Hove
- some pollutant levels are still unacceptably high and traffic is the main source of poor air quality within parts of the city
- in 2009, 53% of children's journeys to local authority schools were by foot; 2% were by cycle; 18% were by public transport and 27% were by car
- continuing to promote walking & cycling as parts of a healthy lifestyle
- in 2008/09 the number of people killed or seriously injured (141) on our roads decreased compared to previous years
- a review of speed limits is being undertaken
- continued promotion of road safety campaigns and publicity, alongside Road Safety Education, with a particular focus on schools, including Bikeability Training and Child Pedestrian Training
- continued fair enforcement of road traffic law to ensure that all road users abide by regulations / legislation

What we plan to do.

- promote the health and well-being benefits of active travel e.g walking and cycling, through employers and schools to support the World Health Organisation's designation of Brighton & Hove as a healthy city.
- design streets that are safe, accessible and attractive to residents, visitors and businesses / investors, encourage greater use of public spaces and therefore contribute to boosting the local economy
- maintain and improve connections between the city centre, the urban fringe and the South Downs National Park
- overcome actual and perceived road safety and personal security dangers in order to encourage use and access to sustainable transport
- develop green infrastructure, in conjunction with Urban Biosphere Bid and the new South Downs National Park

- encourage all schools across the city to develop, review and implement travel plans, with a strong focus on active, healthy travel

Air and Noise Pollution

What has happened over the last three years.

- carried out a detailed review and assessment of air quality in 2007
- in 2008 the original Air Quality Management Area that was declared for Brighton & Hove was revised and expanded to encompass the south-west corner of the city, central area and eastern section of the seafront
- overall levels of Nitrogen Dioxide have been decreasing since 2003/04
- financial contributions have been secured from development for air quality monitoring
- the council's Environment Overview & Scrutiny Committee has considered a report on air quality issues

Current Position

- the Council's Air Quality Action Plan helps to identify where air quality targets are unlikely to be met without additional actions
- the major bus company in the city continues to invest in low-emission technology for its bus fleet and over 955 now have Euro2 (or above) rated engines
- East Sussex Fire & Rescue Service has been the first authority in the United Kingdom to roll-out five Euro 5 compliant appliances, which reduce harmful emissions by 80%.

What we plan to do.

- ensure all transport plans and programmes are working towards delivering reductions in air / noise pollution and contribute towards the council's Air Quality Action Plan by reducing traffic and encouraging people to walk, cycle or use public transport
- reduce driver speeds across the city and investigate the feasibility of larger 20mph zones (which could reduce noise pollution), with possible exceptions for designated main roads, and lower speed limits on rural roads
- assist in the promotion of environmentally friendlier vehicles
- provide more street trees in appropriate locations to improve local environments

Congestion

What has happened over the last three years.

- in 2007, the Department for Transport reported that average traffic speeds in the city had increased slightly in peak hours, indicating that traffic is moving more freely
- increased the use of Intelligent Transport Systems such as variable message signs and cameras to manage traffic and movement more efficiently

Current Position

- continued to support and provide for car club operations in the city
- nearly all schools across the city have developed and / or implemented Travel Plans to minimise the impact of cars on children's journeys to schools

What we plan to do.

- have less traffic and congestion in the city through a year on year on reduction in car use of between 10-20% by 2026, which will be detailed in the Local Transport Plan
- reduce the impact of traffic in the city centre.
- introduce Park & Ride at key arterial routes into the city in association with a wider demand and parking management strategy for the city
- reduce impact of school run on congestion by encouraging walking and cycling as healthy alternatives
- improve traffic flow by removing unnecessary bottlenecks on key corridors and routes where possible, giving priority to sustainable transport
- develop an Urban Freight Management Plan to assist the movement of goods and to promote economic growth
- consult with relevant bodies at an early stage through the Transport Partnership when transport and parking schemes are being developed

Public transport

What has happened over the last three years.

- bus passenger numbers have steadily increased each year, well above the national average
- more real time bus information displays have been introduced in partnership with bus operators and developers, and the information is also available on the city council's 'journey on' website. A new mobile phone text system is proving very popular
- improved transport interchanges e.g. Brighton Station

Current Position

- Just over 40 million passenger journeys are made within the city on local buses every year.
- continue working in partnership with public transport operators to maintain the national, award-winning profile of the city

What we plan to do.

- improve access to and at public transport interchanges e.g. all rail stations, bus stops, taxi ranks, etc
- increase availability of public transport information, such as real-time information displays
- reduce journey times and improve punctuality and reliability of services across whole bus network - particularly on routes serving outlying communities
- explore opportunities to provide / improve bus services to the suburbs/outlying communities
- promote integrated ticketing/smart cards for local public transport, e.g including exploring possible use of the London Oyster card
- increase level of rail services at weekends to provide a 7-day / week railway and achieve better co-ordination of train engineering works to support the city as a tourist destination
- develop and provide a bus-based Coastal Transport System, linked with improved access to local railway stations where possible, to move people efficiently to and between major housing, leisure, retail, tourism and employment sites such as Shoreham Harbour
- review and update the council's Taxi and Private Hire Statement to assist in improving infrastructure and access and to reduce congestion

Equality and Accessibility

What has happened over the last three years.

- provided safer and better roads and transport routes by delivering the Local Transport Plan investment programme
- the council has been undertaking Equality Impact Assessments of transport policies and services

Current Position

- the council has submitted a Kickstart bid for late night extensions of core city bus routes, which will complement the council's Beacon Authority status for the city's night time economy in the city
- improved a number of car parks to provide better access, security, ticketing, signing and safer facilities for drivers
- supporting the expansion of car clubs across the city
- delivering the Rights of Way Improvement Plan

What we plan to do.

- increase the availability of accessible forms of transport
- improve equalities training for public transport employees
- assess equalities issues to identify which sectors of the community are most disadvantaged by noise and air pollution
- ensure that the design and maintenance of streets enables people to move more easily, safely and effectively around the city on foot, by bicycle or public transport, particularly catering for the needs of younger, older, disabled and vulnerable people
- reduce the number of vulnerable people injured (especially those killed or seriously injured) in road traffic collisions
- increase levels of access to local facilities / services without the need to travel
- ensure the cost and ease of using public transport takes into account equalities and exclusion issues, particularly for those without access to a car
- encourage more local employers to adopt positive initiatives and incentives such as the tax free Cycle to Work scheme and discounted public transport season tickets
- improve walking, cycling and public transport routes and facilities, including the public Rights of Way network to, and within, the South Downs National Park

PROVIDING QUALITY ADVICE & INFORMATION SERVICES

Chapter Contributors

Brighton & Hove Advice Services Strategy Group
Sussex Police
Learning & Skills Council
Brighton & Hove City Council libraries
NHS Brighton & Hove (Patient Advice Liaison Service)
Brighton & Hove City Council Adult Social Care
Learning Partnership
Brighton & Hove City Council Housing Strategy and Management
Healthy Living Centre

Our aim

A place where residents can readily access free advice and information that they can rely on in order to help them to deal with difficult situations, avoid dependency on services and achieve their aspirations.

Introduction

This new chapter in the Sustainable Community Strategy reflects our belief that coordinated advice and information services & resources make a real difference to resident's lives and the city as a whole.

These services are important because they help people deal with their issues relating to:

- employment & education
- money
- housing
- health and well being
- family and relationships

People often turn to these services for help when they are facing difficult times, for example when someone in the family has lost their job, when they are facing relationship breakdown, bereavement or perhaps when someone in the family has fallen ill.

Ensuring people have early access to the advice and information they need has huge benefits to the individual as it helps to stop problems from getting worse. This has wider benefits for the community and economy as it means individuals are less likely to need to depend on services further down the line and more likely to be able to make the most of the opportunities open to them.

Issues of concern

There are many different advice and information services meeting residents' advice and information needs in the city. It can be confusing for residents trying to identify the best place to go for help to solve their problem(s).

Frontline workers often identify advice needs that their service can't meet but find it difficult to ensure that the client gets the advice they need elsewhere.

The internet is increasingly becoming a key source of up to date information. However a significant proportion of residents do not have internet access. In addition many find it difficult to know what information is up to date and reliable.

There is a great deal of demand for Advice Services and it is a challenge to ensure that those most in need are assisted and encouraged to get the right advice at the right time. The demand for advice has increased during the recession and there is a shortage of generalist open door advice services that can be used by anyone. Access for working people is particularly difficult due to the lack of services provided outside normal office hours

Information, advice and guidance provision for young people, including careers advice, has been reconfigured to allow more access to support locally in community as well as school settings. As with any major change, this has taken time to embed itself and more needs to be done to raise awareness of this in the wider community

What has happened over the last three years

The Brighton & Hove Strategic Partnership has successfully bid for £300,000 to support the development of independent legal advice services within the city partnership, which includes the Citizens Advice Bureau, Brighton Housing Trust Advice and Immigration Service, Age Concern, RISE, MACS, Hove YMCA and Fitzhugh Gates Solicitors. We have recently secured investment from the Big Lottery Fund that will ensure improved access for residents to quality advice services over the next three years.

Independent Legal advice providers including the Citizens Advice Bureau, BHT and MACS gave one to one advice to over 12,000 residents in 2008 -09, helping them to deal with their debts, maximise their incomes and stay in their homes during the difficult economic climate. Much of this work was and continues to be delivered and supported by highly skilled, trained and dedicated volunteers in the City.

Brighton & Hove City Council received funding during 2008-2010 from the Learning and Skills Council to develop a prototype for the new Adult Advancement and Careers Service (aacs). Aacs brings services together to ensure residents have access to the information, advice and guidance they need to overcome barriers to employment. The key focus is on education and employment support, but areas such as health, housing, money advice and childcare are also included. It is open to all adults, with enhanced support available for those who are unemployed and has access points in the city centre and in community venues in the east and west of the city. The Aacs prototype has also been proactive in developing innovative solutions to joining up services, for example scheduling networking events for frontline workers and developing a 'social networking' site to encourage advisors to share knowledge and skills and build professional relationships.

The PCT and Brighton & Hove City Council have come together to pilot the 'Information Prescriptions Initiative'. The pilot encourages GP's and other health professionals who identify patients with 'information' needs to complete 'information prescriptions'. Patients who receive these prescriptions are then supported to access the information via the projects website which can be accessed for free in local libraries if people don't have internet access at home.

The Children & Young People's Trust has reconfigured how information, advice and guidance services are provided for young people as part of an Integrated Youth Support Service. A universal advice service for 13-19 year olds (13-25 for young people with LDD), covering careers guidance and other issues relevant to young people, is provided by Connexions Plus (<http://www.connexionsplus.co.uk/>). Every mainstream and special school / college has a link Connexions Personal Adviser who visits the institution on a regular basis to provide a universal service. Universal support is provided to young people who are not in education via seven community based Connexions Plus Centres. A universal drop-in service is available from 10am until 7pm Monday-Friday and runs in a different area of the city each day to facilitate access for young people. Young people can also book a careers guidance appointment at their local Connexions Plus Centre. The service was re-configured into this format to provide local access to advice services rather than young people having to travel to the city centre.

The Healthy Living Centre runs a Healthy Living Prescription, which is a toolkit for GPs and other health professionals to refer clients for additional support from its services. These services offer one to one support, advice and information in the following areas: Mental Health, Substance Misuse, Sexual Health / Teenage Pregnancy, Carers Support, Weight Management, Physical Activity, Cookery and Healthy Eating. The scheme received 490 referrals over an 18 month period up to September 2009. The HLC services work together to promote health awareness in the community and to provide support, information and guidance. By making sure resources reach the areas they are most needed, local residents are encouraged to take ownership of their own health and make positive lifestyle changes.

Libraries Services received over 1.7 million visits in person and over 2 million online visits a year from residents. They provide access to information and resources to support people seeking advice on key life issues, through a network of 16 libraries across the city. No resident need travel more than 2 miles to access a local public library that will provide free information, including books, to help them with the issues they face. Libraries are a key source of help information with almost 50% of users using them for this. Research has shown that library users trust their local library above everyone but GPs for information about health. All Libraries provide free internet access and signpost key online sources of information through the Libraries website, including a job seeker's page and access to online subscription information on careers, business information and grants. They currently hold advice surgeries delivered by councillors and services such as Pensions and the Police and Library staff are skilled at signposting residents to the specialist information advice and guidance they need.

What we plan to do

Advice and information providers will work together to ensure their services are accessible to the residents that need them, when they need them.

Providers of advice and information in Brighton and Hove have a strong history of working in partnership together through, for example, the Advice Services Network and more recently the Adult Advancement and Careers Service Prototype. They will build on this to ensure that advice services across a range of areas including social welfare, adult advancement and health will work together to ensure there is 'no wrong door' for residents in the city looking for help. They will do this by:

- building effective relationships between frontline advisors across the city
- improving the knowledge and skills base of frontline workers including local authority, health providers and the Police across the city to better advise and signpost services
- working together to develop user friendly, up to date directories of resources and services available across the city, building upon existing effective practice
- developing online access to good quality information and advice using models such as the Health Information's Prescriptions website.
- improving and better coordinating the training offered to advice and frontline workers

- providing opportunities each year for Information Advice and Guidance and frontline workers in the city to network and share skills and information.

Providers of independent legal advice will work together to increase access to their services by 25% by 2012 with the not for profit agencies developing their volunteer base to ensure an additional 3000 residents a year are assisted.

We will ensure the future of the Information Prescriptions initiative, building on the portal and the use of information prescribing, and encouraging the wide use of the website to improve the information provided by Information Advice Guidance and other frontline workers in the city.

People often seek independent advice when they are unhappy with, or feel let down by, public services. Advice providers will therefore work in partnership with public sector providers to identify patterns in the problems people experience and contribute positively and productively to the way public services are designed and delivered.

We will contribute to a real reduction in the numbers of children and young people living in poverty through the targeting of advice provision for families vulnerable to Social Exclusion.

Providers of advice and information will work together to encourage and assist residents, to make effective use of national and local online self help resources. Residents without internet access or IT skills will be encouraged and supported to make use of the free access available in local libraries and community centres.

Libraries will be developed as community hubs, which will allow residents to access a range of services for related to health, education and employment. This will focus delivery of outreach information and advice services in neighbourhood locations, and to encourage the use of self help resources. Libraries, will work in partnership with specialist services to help ensure that residents are directed to the help they need.

The Brighton & Hove Local Strategic Partnership

Business Sector

Simon Fanshawe, Economic Partnership

Trevor Freeman, Economic Partnership

Roger French, Economic Partnership, Chair of the Brighton & Hove Local Strategic Partnership

Tony Mernagh, Economic Partnership

Local Authority (Brighton & Hove City Council)

Councillor Mary Mears, Leader of the Council

Councillor Gill Mitchell

Councillor Dee Simson, Vice-Chair of the Brighton & Hove Local Strategic Partnership

Councillor Paul Steedman

John Barradell, Chief Executive

Richard Tuset (Head of Policy)

Community & Voluntary Sector Forum

Paul Bramwell, CVSF Elected Representative / ChangeUp Consortium (Working Together Project)

Geraldine Des Moulins, CVSF Elected Representative / Stronger Communities Partnership (Brighton & Hove Federation of Disabled People)

Mike Holdgate, CVSF Elected Representative (Novas Scarman Group)

Steve Lawless, CVSF Elected Representative (Brighton & Hove Impetus)

Chris Todd, CVSF Elected Representative / CVSF Environment Network (Brighton & Hove Friends of the Earth), Vice-Chair of the Brighton & Hove Local Strategic Partnership

Doris Ndebele, CVSF Elected Representative / LINK

Jannet Cooke, CVSF Elected Representative / Stronger Communities Partnership

Simon Lewis, CVSF Elected Representative / CVSF Trustee Board

Public Sector

Darren Grayson, Brighton & Hove City Teaching Primary Care Trust

Michael Nix, Learning & Skills Council Sussex

Chief Superintendent Graham Bartlett, Sussex Police

Grahame Widdowson, JobCentre Plus

Chris Wick, Environment Agency

Partnerships

Paul Bonett, Strategic Housing Partnership

John Holmstrom, Advice Services Strategy Group

Jackie Lythell, Brighton & Hove Arts Commission

Vanessa Brown, Children & Young Peoples Trust

Stuart Laing - City Sustainability Partnership

Phil Frier – City Employment & Skills Steering Group

Leighe Rogers - Crime & Disorder Reduction Partnership

One vacant position - Learning Partnership

One vacant position - Healthy City Partnership

One vacant position – Transport Partnership

One vacant position – City Inclusion Partnership

Observers

Richard Emmens, Government Office for the South East (GOSE)

Gilly Bartrip, South East England Development Agency (SEEDA)

Caroline Wood, South East England Development Agency (SEEDA)

MEMBERS OF THE FAMILY OF PARTNERSHIPS

Brighton & Hove Learning Partnership
Healthy City Partnership
Brighton & Hove Economic Partnership
Crime & Disorder Reduction Partnership
Brighton & Hove Strategic Housing Partnership
City Sustainability Partnership
City Inclusion Partnership
Arts Commission
Stronger Communities Partnership
Advice Services Strategy Group
Children & Young People Trust Partnership
City Employment & Skills Steering Group
Transport Partnership
Public Service Board

Sub-Groups of the Brighton & Hove Local Strategic Partnership

Local Development Framework Sub-Group

You can visit our website at www.BandHSP.co.uk for more information or write to the Secretariat at:

Room 137
King's House
Grand Avenue
Hove BN3 2LS

Subject:	Annual Investment Strategy 2010/11		
Date of Meeting:	18 March 2010		
	11 March 2010	Cabinet	
Report of:	Director of Finance & Resources		
Contact Officer:	Name:	Peter Sargent	Tel: 29-1241
	E-mail:	peter.sargent@brighton-hove.gov.uk	
Key Decision:	Yes	Forward Plan No: CAB12911	
Wards Affected:	All		

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 The Local Government Act 2003 introduced a prudential capital finance system whereby levels of borrowing and investments are decided locally by each council.
- 1.2 Guidance issued under the Act requires a local authority to approve an annual investment strategy which gives priority to security and liquidity and requires the council to set out:
 - its policy on determining the credit-worthiness of its investment counterparties and the frequency at which such determinations are monitored;
 - its policy on holding investment instruments other than deposits held in financial institutions or government bodies;
 - its policy on determining the maximum periods for which funds may be invested;
 - its policy on the minimum level of investments to be held at any one time.
- 1.3 The purpose of this report is to seek Cabinet approval to the Annual Investment Strategy 2010/11 and to recommend the Strategy to full Council for adoption at its meeting on 18 March 2010.

2. RECOMMENDATIONS:

- 2.1 That **Cabinet** endorses the Annual Investment Strategy 2010/11 and recommends its approval to Council.
- 2.2 That Council approves the Annual Investment Strategy 2010/11.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:**Strategy 2010/11**

- 3.1 The Annual Investment Strategy (AIS) for 2010/11 is set out in Appendix 1 to this report and covers investments made by the in-house treasury team and the council's external cash manager. The council uses a cash manager to take

advantage of investment opportunities in specialist markets not covered by the in-house team, such as government stock. The AIS gives priority to security and liquidity.

- 3.2 Security is achieved by;
- selecting only those institutions that meet stringent credit rating criteria or, in the case of non-rated UK building societies, have a substantial asset base, and
 - having limits on the amount invested with any one institution.
- 3.3 For the purpose of determining credit ratings the council uses independent credit rating agencies. Rating criteria is only one factor taken into account in determining investment counterparties. Other factors, such as articles in the financial press, will continue to be monitored and action will be taken where it is felt the risk attached to a particular counterparty has or is likely to worsen. Action will include the suspension of a counterparty in appropriate circumstances.
- 3.4 Liquidity is achieved by limiting the maximum period for investment.

Revisions to Strategy in 2010/11

- 3.5 The AIS 2010/11 continues with the policy of assessing the creditworthiness of an institution by applying the lowest rating issued by the three main rating agencies – Fitch, Moody’s and Standard & Poor’s. In the majority of cases the ratings issued by the three agencies are aligned but this is not always the case.
- 3.6 Three changes have been incorporated within the AIS 2010/11 that are aimed at enhancing security of investments. These changes will be kept under review and are considered not to be detrimental in terms of investment performance. The changes involve:
- the removal of all non-UK banks and building societies from the approved lending list,
 - a reduction in the maximum period of investment for institutions with a short-term rating of “F1” or “P-1” or “A-1” from 12 months to 6 months, and
 - an increase in the minimum asset base for building societies that are not rated, from £3bn to £5bn. This is to reflect the current problems being experienced in this sector.
- 3.7 To compensate for the reduction in investment opportunities resulting from the changes in 3.6 above the maximum percentage of investment in money market funds and local authorities have both been increased from 75% to 100%.

4. REVISED GUIDANCE FROM SECRETARY OF STATE

- 4.1 The Government is reviewing the investment guidance which was published in 2004. The review has been primarily undertaken in response to the findings of the Communities and Local Government Select Committee on council investments.
- 4.2 The CLG Select Committee agreed that the present guidance based framework was sound but recommended some fine-tuning. The revised guidance reiterates:

- investment priorities are security and liquidity, with yield only a consideration where these two objectives have been met,
 - investment strategies should be approved by full Council,
 - investment strategies should be published,
 - the assessment of security should not be solely based on credit ratings but should include other market intelligence,
 - investment strategies should comment on the use of external consultants and
 - investment strategies should comment on the investment of money borrowed in advance of need.
- 4.3 The requirements of the first four bullet points in 4.2 above have been included in previous years' investment strategies and are replicated in the 2010/11 AIS. The final two bullet points are new and have been incorporated in the 2010/11 AIS

5. CONSULTATION

- 5.1 The council's external treasury advisor has been consulted.

6. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 6.1 The financial implications arising from the recommendations in this report are included in the Financing Costs budget.

Finance Officer consulted: Peter Sargent Date: 17/02/10

Legal Implications:

- 6.2 The council must have regard to the guidance issued by the Secretary of State in determining its policies for investment. The Director of Finance & Resources is satisfied that the recommendations in this report are consistent with the guidance issued.

- 6.3 There are no direct human rights implications arising from this report.

Lawyer consulted: Abraham Ghebre-Ghiorghis Date 18/02/10

Equalities Implications:

- 6.4 None directly arising from this report.

Sustainability Implications:

- 6.5 The council's ethical investment statement requests that institutions apply council deposits in a socially responsible manner.

Crime & Disorder Implications:

- 6.6 None directly arising from this report

Risk & Opportunity Management Implications:

- 6.7 The investment guidance issued under the 2003 Act requires the council to assess credit worthiness by reference to an independent rating agency. The AIS 2010/11 will use the ratings assigned by Fitch, Moody's and Standard & Poor's.
- 6.8 The ratings provide an opinion on the relative ability of an institution to meet financial commitments, such as interest, preferred dividends, repayment of principal, insurance claims or counterparty obligations. The council uses credit ratings as an indication of the likelihood of receiving its' money back in accordance with the terms of the investment. Other sources of information are used to supplement that provided by the rating agencies.
- 6.9 The minimum ratings set out in the AIS have the following meaning:

	<u>Generic criteria</u>	<u>Fitch</u>	<u>Moody's</u>	<u>Standard & Poor's</u>
Short-term	Strong capacity for timely payment of financial commitments Where the credit risk is particularly strong, a "+" is added to the assigned rating	F1	P-1	A-1
Long-term	Very strong capacity for payment of financial commitments. This capacity is not significantly vulnerable to foreseeable events.	AA-	Aa3	AA-

- 6.10 Investment risk is managed by selecting only institutions that meet the council's stringent credit rating criteria. Liquidity risk is managed by applying maximum investment periods to institutions.

Corporate / Citywide Implications:

- 6.11 Investment income is a resource used by the council to fund revenue expenditure. The recommendations in this report will help to minimise capital risk whilst optimising investment returns over both the short and longer term.

7. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 7.1 This report sets out the council's annual investment strategy for the year commencing 1 April 2010. The AIS continues with the strong emphasis on risk management and liquidity, two cornerstones to the draft guidance issued by the Secretary of State and the impact these have on investment performance.

8. REASONS FOR REPORT RECOMMENDATIONS

- 8.1 Guidance issued under the Local Government Act 2003 requires the council to approve an annual investment strategy. This report fulfils that requirement.

SUPPORTING DOCUMENTATION

Appendix:

1. Annual Investment Strategy 2010/11

Documents in Members' Rooms

None

Background Documents

1. Guidance issued by the secretary of State under Section 15(1)(a) of the Local Government Act 2003 to be effective from 1st April 2010 – currently in draft form and subject to consultation
2. The Prudential Code for Capital Finance in Local Authorities published by CIPFA – fully revised second edition 2009

BRIGHTON & HOVE CITY
COUNCIL

ANNUAL INVESTMENT
STRATEGY
2010/2011

The Annual Investment Strategy 2010/2011 is subject to approval by Cabinet on 11 March 2010 and full Council on 18 March 2010

Brighton & Hove City Council
Annual Investment Strategy 2010/2011

This Strategy complies with guidance to be issued by the Secretary of State on investments.

The following sets out the council's policy on investment criteria and counterparties. It should be noted that the minimum criteria set out in this document is only one factor taken into account for the investment of council funds. Other factors, such as Government guarantees and support and information available from the financial press and similar publications will also be taken into account when determining investment decisions. Counterparties that satisfy the minimum criteria are not automatically included on the council's approved investment list.

1 Criteria to be used for creating / managing approved counterparty lists / limits

Each counterparty included on the council's approved lending list must meet the criteria set out below. Without the prior approval of the council, no investment will be made in an instrument that falls outside the list below.

1.1 Capital security

Table 1 sets out the minimum capital security requirements for an investment to be made.

<u>Table 1 – Minimum capital security requirements</u>	
Banks/building societies with a credit rating	the institution must have a minimum short term rating of highest credit quality
Building societies that do not satisfy the minimum rating criteria above	the society must have an asset base in excess of £5 billion
Money market funds	the rating of the fund meets the minimum requirement of triple A ('AAA' / Aaa)
Debt Management Account Deposit Facility	the deposit is made in accordance with the rules and regulations relating to such investment as issued by the Debt Management Office from time to time

1.2 Maximum permitted investment by sector

Table 2 sets out the maximum permitted investment for each sector.

<u>Table 2 – Maximum permitted investment by sector</u>	
<u>Sector</u>	<u>%age of total investment portfolio at the time the investment made</u>
Banking sector	100%
Building society sector	75%
Local authority sector	100%

Money market funds	100%
Debt Management Account Deposit Facility	50%
Maximum amount invested for more than 1 year	25% (excl funds administered by external cash manager)

1.3 **Maximum permitted investment by counterparty**

1.3.1 **General**

With the exception of money market funds and the Debt Management Account Deposit Facility no one counterparty may have more than 75% of the relevant sector total at the time the investment is made.

1.3.2 **Rated counterparties**

Table 3 sets out the exposure limits and maximum periods for deposits based on various credit ratings.

<u>Table 3 – Exposure limits and maximum periods per counterparty (with rating)</u>				
<u>Rating</u>	<u>A rating of at least (lowest of Fitch (F) / Moody's (M) / Standard & Poor's (SP))</u>			
Short-term	F = F1+ M = P-1 SP = A-1+	F = F1+ M = P-1 SP = A-1+	F = F1+ M = P-1 SP = A-1+	F = F1 M = P-1 SP = A-1
Long-term	F = AA+ M = Aa1 SP = AA+	F = AA- M = Aa3 SP = AA-	n/a	n/a
Exposure Limit	£10m	£10m	£10m	£5m
Maximum period – fixed deposits	3 years	2 years	1 year	6 months
Maximum period – negotiable instruments	5 years	5 years	1 year	1 year

In addition investment in money market funds and open ended investment companies with a rating of 'triple A' (i.e. AAA / Aaa) is permitted up to a value of £10 million per fund.

The only exception to Table 3 is investment in the council's banker, the Co-operative Bank plc. The maximum period and exposure limit for investment in this bank will be one month and £10 million respectively.

1.3.3 **Non-rated counterparties**

Table 4 sets out the exposure limits and maximum periods for deposits for counterparties that are not rated.

<u>Table 4 – Exposure limits and maximum periods per counterparty / fund (with no rating)</u>

<u>Counterparty</u>	<u>Exposure Limit</u>	<u>Maximum period</u>
Local authority	£5 million	1 year
Non-rated building society with an asset base in excess of £5bn	£5 million	6 months
Debt Management Account Deposit Facility	£10 million	6 months

1.3.4 Cash manager

For the purposes of investments made by the council's external cash manager, the criteria in Table 5 will apply:

<u>Table 5 – Exposure limits and maximum periods per counterparty (Cash manager)</u>		
<u>Instrument</u>	<u>Exposure Limit</u>	<u>Maximum period</u>
Government stock	100% of Fund	10 years
Supra-national with minimum long-term rating of 'AA-' / Aa3 / AA-	100% of Fund	10 years
Regulation collective investment schemes	100% of Fund	n/a
Fixed term investments – minimum short-term rating of 'F1 / P-1 / A-1'	10% of Fund or £2.5m whichever is the greater	1 year
Fixed term investments – minimum long-term rating of 'AA- / Aa3 / AA-'	10% of Fund or £2.5m whichever is the greater	5 years

In addition to Table 5 the maximum average duration of the fund managed by the cash manager shall not exceed 4 years. All instruments used by the cash manager with a maturity of 3 months or more shall be negotiable.

1.4 Investment classification (regulatory)

The investment guidance issued by the Secretary of State requires the council to identify investments as either 'specified' or 'non-specified'. Table 6 sets out the requirements for each type.

<u>Table 6 – Investment classification</u>		
<u>Requirement</u>	<u>Specified</u>	<u>Non-specified</u>
Currency	Must be in Sterling	Any currency
Maturity period	Up to 12 months	Over 12 months
Credit worth	Counterparty with high credit rating or UK government or local authority	Other

All investments made by the council are denominated in Sterling and are made only in counterparties as set out in paragraph 1.3 above.

The maximum amount invested in non-specified investments will be 50% of the total value of investments. The use of non-specified investments is limited to:

- (a) investment in non-rated building societies with an asset base in excess of £5bn, or
- (b) investment for longer than 12 months in counterparties that meet the minimum long-term rating detailed in Tables 3 and 5 above.

2 Approved methodology for changing limits and adding / removing counterparties

A counterparty shall be removed from the council's list where a change in their credit rating results in a failure to meet the criteria set out above.

A new counterparty may only be added to the list with the written prior approval of the Director of Finance & Resources and only where the counterparty meets the minimum criteria set out above.

A counterparty's exposure limit will be reviewed (and changed where necessary) following notification of a change in that counterparty's credit rating or a view expressed by the credit rating agency warrants a change.

A counterparty's exposure limit will also be reviewed where information contained in the financial press or other similar publications indicates a possible worsening in credit worth of a counterparty. The review may lead to the suspension of a counterparty where it is considered appropriate to do so by the Director of Finance & Resources.

3 Full individual listings of counterparties and counterparty limits

For 2010/11 investment by the in-house treasury team will be restricted to UK banks and buildings societies only.

A full list of counterparties in which the council will invest surplus funds, together with limits and maximum investment periods is contained in Schedule 1 to this AIS.

There is no pre-determined list for investments made by the cash manager but all counterparties must meet the minimum criteria as set out in Table 5 above.

4 Details of credit rating agencies' services

Credit ratings will be based on those issued periodically by the Fitch Ratings Group, Moody's and Standard & Poor's.

5 Permitted types of investment instrument

All investments must be denominated in Sterling.

The in-house treasury team may invest in fixed term and variable term cash deposits, money market funds and open ended investment companies. The in-house treasury team may only invest in negotiable instruments where to do so offers additional value in terms of investment return and appropriate and supporting advice has been sought from the council's external treasury advisors on the suitability of such an investment.

The cash manager may invest in government stock, supranational institutions, regulation collective investment funds and fixed term instruments. All investments with a maturity of 3 months or more shall be negotiable.

6 Investment risk

6.1 Assessment of credit risk

Whilst the AIS relies primarily on the application of credit ratings to provide a pool of appropriate counterparties for the in-house treasury team to use, additional operational market information will be applied before making any specific investment decision from the agreed pool of counterparties. This additional market information (for example Credit Default Swaps, negative rating watches/outlooks) will be applied to compare the relative security of differing investment counterparties.

6.2 Investment risk matrix

At the meeting in November 2009 Cabinet endorsed the use of a risk matrix developed by Butlers, the council's external advisors, to measure risk. Details of the matrix are set out in Schedule 2 to this Strategy.

The benchmark risk factor for 2010/11 is recommended at 0.05%, the same as 2009/10. This benchmark is a simple target (not limit) and so may be breached from time to time, depending on movements in interest rates and counterparty criteria. The purpose of the benchmark is that the in-house treasury team will monitor the current and trend position and amend the operational strategy depending on any changes. Any breach of the benchmarks will be reported with supporting reasons in the mid year or end of year review.

6.3 Investment advisors

the council appoints treasury advisors through a regular competitive tendering process and has recently re-appointed Butlers to undertake this work. One of the services provided is the provision of updated credit ratings and "watches" issued by the three rating agencies. In addition Butlers are proactive in providing additional market information as set out in paragraph 6.1 above.

6.4 Investment training

The council's advisors, Butlers, have a wide ranging programme of training giving council officers access to seminars and printed material. The council's in-house treasury team is experienced in dealing with investments but where necessary further training and updates will be provided. In November 2008 Cabinet endorsed the need for Members who are involved in the treasury management decision-making process to receive training. A programme of events will be set for 2010/11.

6.5 Investment of money borrowed in advance

The Council has the flexibility to borrow funds in advance of need (i.e. to fund future debt maturities). The Director of Finance & Resources may do this where, for instance, a sharp rise in interest rates is expected, and so borrowing early at fixed interest rates will be economically beneficial or meet budgetary constraints.

Borrowing in advance will be made within the constraints set out in the treasury management strategy. The risks associated with such borrowing activity will be

subject to appraisal in advance and subsequent reporting through the mid-year or end of year reviews.

6.6 Investment liquidity

Liquidity is achieved by limiting the maximum period for investment and by investing to dates where cash flow demands are known or forecast.

7 Ethical investment statement

The council has approved the following ethical investment statement that will apply to all cash investments made by, or on behalf of, the council

“Brighton & Hove City Council, in making investments through its treasury management function, fully supports the ethos of socially responsible investments. We will actively seek to communicate this support to those institutions we invest in as well as those we are considering investing in by:

- *encouraging those institutions to adopt and publicise policies on socially responsible investments;*
- *requesting those institutions to apply council deposits in a socially responsible manner.”*

Counterparties shall be advised of the above statement each and every time a deposit is placed with them.

8 Glossary

Long-term – period in excess of 12 months

Negotiable instrument – an investment where the council can receive back the amount invested earlier than originally agreed (subject to conditions)

Non-specified investment – see Table 6 above

Short-term – period up to and including 12 months

Specified investment – see Table 6 above

Supra-national – an organisation that encompasses more than one nation, such as the World Bank

Brighton & Hove City Council
Banks and Other Institutions
Annual Investment Strategy 2010/2011
In-house Treasury Team

Note - Ratings as advised by Butlers 1st February 2010

<u>Counterparty</u>	<u>Specified/ Non- specified</u> ¹	<u>Short-term</u> F = Fitch M = Moody's SP = Standard & Poor's			<u>Long-term</u> F = Fitch M = Moody's SP = Standard & Poor's			<u>Max amount</u>	<u>Max period – fixed deposit</u> s ²
		F	M	SP	F	M	SP		
<u>UK BANKS</u>									
Barclays	Both (*)	F1+	P-1	A-1+	AA-	Aa3	AA-	£10m	2 years
Clydesdale Bank	Specified	F1+	P-1	A-1	AA-	A1	A+	£5m	6 mths
Co-operative Bank plc	Specified	F2	P-1		A-	A2		£10m	1 mth
HSBC Bank plc	Both (*)	F1+	P-1	A-1+	AA	Aa2	AA	£10m	2 years
Lloyds TSB Bank } Bank of Scotland }	Specified	F1+	P-1	A-1	AA-	Aa3	A+	} £5m	} 6 mths
Royal Bank of Scotland	Specified	F1+	P-1	A-1	AA-	Aa3	A+		
Santander UK plc	Both (*)	F1+	P-1	A-1+	AA-	Aa3	AA	£10m	2 years
<u>UK BUILDING SOCIETIES (**)</u>									
Coventry (3)	Non- Specified	F1	P-2		A	A3		£5m	6 mths
Leeds (5)	Specified	F1	P-1		A	A2		£5m	6 mths
Nationwide (1)	Specified	F1+	P-1	A-1	AA-	Aa3	A+	£5m	6 mths
Principality (7)	Non- Specified	F2	P-2		BBB+	Baa2		£5m	6 mths
Skipton (4)	Non - Specified	F2	P-2		A-	Baa1		£5m	6 mths
West Bromwich (6)	Non- Specified	F3	P-3		BBB-	Baa3		£5m	6 mths
Yorkshire Society (2)	Non- Specified	F2	P-2	A-2	A-	Baa1	A-	£5m	6 mths
<u>OTHER</u>									
Other Local Authorities Debt Management Acc Deposit Facility	Specified Specified							£5m £10m	1 year 6 mths

(*) investments repayable within 12 months are classified as 'Specified', investments for a longer period are classified as 'Non-specified'

(**) UK Building Societies ranking based on Total Asset size – Source: BSA factsheet January 2010

¹ see para 1.4 of main report – distinction is a requirement under the investment regulations

² for negotiable instruments maximum period should read '5 years' instead of '2 years' and '3 years'. All other periods remain the same

Security, Liquidity and Yield Benchmarking

Benchmarking and monitoring security, liquidity and yield in the investment portfolio

A development for Member reporting is the consideration and approval of security and liquidity benchmarks. These benchmarks are targets and so may be breached from time to time. Any breach will be reported to Cabinet in either the mid year review or end of year review depending upon when the breach occurred.

Yield

These benchmarks are currently widely used to assess investment performance. Local measures of yield benchmarks are:

- Investments – Internal returns above the 7 day LIBID rate
- Investments – External fund managers - returns 115% above 7 day compounded LIBID.

Security & liquidity

Security and liquidity benchmarks are already intrinsic to the approved annual investment strategy through the counterparty selection criteria and a number of the prudential indicators approved as part of the Budget Strategy. However they have not previously been separately and explicitly set out for Member consideration.

Proposed benchmarks for the cash type investments are below and these will form the basis of future reporting in this area. In the other investment categories appropriate benchmarks will be used where available.

- *Liquidity* – This is defined as “having adequate, though not excessive cash resources, borrowing arrangements, overdrafts or standby facilities to enable it at all times to have the level of funds available to it which are necessary for the achievement of its business/service objectives” (CIPFA Treasury Management Code of Practice). In respect of this area the Council seeks to maintain:
 - Bank overdraft - £1m
 - Liquid short term deposits and/ or short-term borrowing to fund the cash requirement on a weekly basis.

The availability of liquidity and the term risk in the portfolio can be benchmarked by the monitoring of the Weighted Average Life (WAL) of the portfolio – shorter portfolios would generally embody less risk. In this respect the proposed benchmark is to be used:

- WAL benchmark is expected to be no greater than 12 months.
- *Security* – In context of benchmarking, assessing security is a much more subjective area to assess. Security is currently evidenced by the application of minimum quality criteria to investment counterparties, primarily through the use of credit ratings supplied by the three main credit rating agencies (Fitch, Moody’s and Standard and Poors).

Item 67 Appendix 1

Whilst this approach embodies security considerations, benchmarking levels of risk is more difficult to determine. One method to benchmark security risk is to assess the historic level of default against the minimum criteria used in the council's investment strategy. The following table shows average defaults for differing periods of investment grade products for each Fitch long term rating category over the period 1990 to 2007.

Long term rating	1 year	2 years	3 years	4 years	5 years
AAA	0.00%	0.00%	0.00%	0.00%	0.00%
AA	0.00%	0.00%	0.00%	0.03%	0.06%
A	0.03%	0.15%	0.30%	0.44%	0.65%
BBB	0.24%	0.78%	1.48%	2.24%	3.11%

In other words no AAA rated institution defaulted on its loan obligations in the period covered by the table.

The Council's minimum long term rating criteria is currently "AA". In addition the annual investment strategy provides for investment in unrated building societies with an asset base in excess of £5bn, although only for a maximum of 6 months. The combined effect of the investment criteria in terms of default can therefore be considered at or around the 'A' rated long-term rating for 1 year – i.e. 0.03%. The average default factor for the portfolio during the half-year varied in the range 0.02% to 0.05%. The factor as at 31 January 2010 is 0.0%.

Based on the current criteria it is recommended that the default indicator is set at 0.05%.

Subject: Proposals for Transforming Meetings of Full Council
Date of Meeting: 18 March 2010
9 March 2010 Governance Committee
Report of: Director of Strategy & Governance
Contact Officer: Name: Abraham Ghebre-Ghiorghis Tel: 29-1500
E-mail: abraham.ghebre-ghiorghis@brighton-hove.gov.uk
Wards Affected: All

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT**

- 1.1 Full Council is responsible for agreeing the Budget and Policy Framework as well as having overall responsibility for all non-executive functions. Given the importance of its role and the fact that it is the largest and most important of meetings held by the Council, it is important that its proceedings are conducted efficiently and contribute to enhancing the Council's reputation in the eyes of the people it represents.
- 1.2 This report considers the current operation of the Council procedure rules and proposes some amendments to improve the way Council meetings operate.

2. RECOMMENDATIONS**2.1 That the Governance Committee:**

- (i) Supports the proposed amendments to Council Procedure Rules as set out in paragraphs 4.3 (closure motion moved by Mayor), 5.4 (Members' Questions) 6.2 (Notices of Motion) and 8.2 (speaking times) and recommends to Council that they be approved.
- (ii) Agrees that, subject to Council approval, the changes come into force immediately after the Annual Council meeting in May 2010.

2.2 That full Council:

- (i) Approves the proposed amendments to Council Procedure Rules as set out in paragraphs 4.3, 5.4, 6.2 and 8.2 of the report.
- (ii) Authorises the Head of Law to amend the constitution to reflect the above, including making consequential drafting amendments.
- (iii) That the Changes come into force immediately after the Annual Council meeting in May 2010.

3. BACKGROUND INFORMATION

3.1 The meeting of Full Council remains the most important meeting held by the council and, for most people, is the most recognisable image that comes to their mind when they think of “the Council”. It is the only meeting where all 54 Councillors attend. Its proceedings are reported in the local press and a number of people watch its proceedings on the web (some 3000 in the last year) in addition to many who attend the actual meeting to present deputations, ask questions or just watch. How it is run has a direct impact on the Council’s governing reputation and perceived organisational competence. Having considered the way Council meetings have operated so far and having consulted Members of all the Political Groups, it is clear that aspects of the way the meetings are conducted are in need of urgent modification to ensure that they are focussed, engaging, not unduly long and relevant. This report puts forward some proposals for improvement while preserving the best of the current system.

3.2 The full Council holds 8 ordinary meetings a year, including Annual Council and Budget Council. The business transacted at these meetings consists of:

- approving the budget and some 20 plans and strategies that together constitute the policy framework;
- other matters that are, by law, reserved to full council, such as appointment of the Chief executive and granting the title of Freeman or Alderman;
- items referred to council for information, such as reports from Scrutiny with executive response;
- petitions, deputations and questions from the public, and
- questions and Notices of Motion from Members.

3.3 Although current arrangements are sufficient in terms of the minimum legal requirement necessary to discharge council business, they are not the best showcase for the Council. If left unchanged, council meetings in their current form risk being seen as long, not particularly interesting and not particularly relevant to the concerns and interests of local residents. This report looks at the current arrangements and suggests proposals for change.

4. DURATION OF COUNCIL MEETINGS

4.1 Council meetings start at 4:30 and usually finish around 10:30-11:00 P.M with half an hour’s break (a total of 6½ hrs). This is longer than in most councils and, apart from the obvious inconvenience to those attending, is not an efficient use of council time. A substantial proportion of the time is used for questions and Notices of Motion which, in many cases, do not make any difference to the residents of the City in terms of actual outcome.

4.2 The fact that meetings start at 4:30 may also make it difficult for people with employment and other business commitments to attend and it may have the unintended consequence of discouraging people from certain socio-economic

groups from becoming Councillors. However, there was no consensus among Members regarding changes to the start of meeting times. It is therefore not proposed to change it at this stage.

4.3 **It is proposed that:**

- (i) 4 hours after the beginning of the meeting (excluding any breaks/ adjournments) a closure motion is moved by the Mayor automatically if the meeting has not concluded by then.**
- (ii) the Mayor's closure motion be by way of termination of the meeting under Council Procedure Rule 17.**

4.4 In practical terms this means:

- Meetings of the Council would normally finish around 9:00 PM, but termination of the meeting will take place only if Council votes in favour of the closure motion;
- If the closure motion is carried, any unfinished business will be put to a vote without discussion;
- Any Member moving a report or a Notice of Motion may withdraw the report or Notice of Motion.
- Subject to the Mayor's discretion to refuse a Member's closure motion under CPR 17.2 (Mayor may reject a motion if a similar motion has been rejected earlier in the same meeting) any Member will have the right to move a closure motion under Council Procedure Rule 17.

5. MEMBER QUESTIONS

- 5.1 In most council meetings, we tend to have a disproportionately large number of Members' Questions. We have carried out a random survey of councils and the result is attached in Appendix 1. It is clear that Brighton & Hove has more Member questions than any of those surveyed.
- 5.2 Many of the questions asked tend to be of a technical nature or of a type which would be more suitable for an Officer response. It is also clear that there are very few questions, if any, tabled at Cabinet and CMM meetings.
- 5.3 The purpose of Members' Questions is to hold Members who are office holders to account for policy decisions and the political judgements they make rather than to test their knowledge of technical detail. Under current arrangements, when a member tables a question, a response is drafted by officers with a briefing and, when supplementaries are asked, the Member answering often relies on the relevant Director or lead Officer for the response. There is a need to move away from this to a more robust and meaningful question time.

5.4 It is therefore proposed that:

- (a) A period of 30 minutes be set aside for Oral Member Question time.**
- (b) That the order of questions be: Leader of the Official Opposition, Leader of the Green Group, Leader of the Lib Dems, then Members in the order of Conservative, Labour, Green and Lib Dem until the allocated 30 minutes is used at which time the meeting proceeds to the next business.**
- (c) The groups will submit the order in which they want questions taken. The Mayor will have discretion and flexibility on how this operates in practice, including allowing the Independent Member to ask a question.**
- (d) A Member asking a question (but not others) may ask one supplementary. No Member may ask more than one question.**
- (e) There be no requirement to give advance notice of the actual oral questions to be asked. However, a Member proposing to ask a question should give notice of intention to do so within current timescales for Member questions with an indication of the subject matter;**
- (f) Oral questions be limited to general policy rather than technical matters. If technical questions are asked the Mayor may disallow the question or the Member who is asked the question may decline to answer or state that a written response will be sent.**
- (g) The Monitoring Officer will develop guidance for Members on what is policy and what is a technical/operational matter which the Mayor and Members will have regard to in applying the criteria.**
- (h) Members may submit written questions as now. These will receive written answers with the questions and replies circulated with the addendum at Council (as now) but no “supplementary” questions.**
- (i) The current procedures continue to apply to Cabinet, Committees and CMMs.**

6. NOTICES OF MOTION

- 6.1** Debates on Notices of Motion take a significant proportion of Council time. As Notices of Motion cannot involve council making substantive decisions or decisions which relate to executive functions, many of them result in requests to write to ministers which usually receive polite responses but do not change anything. The need to enable council to express a view on matters that affect the wellbeing of the City is important, but it has to be balanced against the need to ensure an efficient dispatch of council business. A survey carried out in 2008 showed that Brighton & Hove used significantly more notices of motion than any of the authorities we contacted (see Appendix 2). A recent review of Notices of

Motion in the Council reveals that, in the 10 months to November 2008, there were 48 NOMs, which is even more than in previous years.

6.2 It is therefore proposed that:

(i) there be a limit on the number of Notices of Motion presented at Council so that there are no more than 2 Notices of Motion from the 3 largest Groups and no more than 1 from other Groups with any Member not belonging to a political group being able to table a motion at the Mayor's discretion.

(ii) In the event that more than the specified number of Notices of Motion are presented from any group, the relevant Group shall decide which ones it wants tabled. In the absence of such a decision, Notices of Motion from Members of a Group will be taken in the order in which they are received.

7. DELIBERATIVE/THEMED DEBATES

7.1 The council's Constitution allows for deliberative or themed debates, but these have hardly been used. They could serve a useful purpose by enabling a focussed, informed, well researched, in-depth debate on issues or policies of significance to the City and its residents. Deliberative debates do not result in a substantive decision but enable important issues to be debated in public with enough time devoted to enable detailed examination of policy. This could include an annual "State of the City" debate when the overall position and direction of travel of the Council and the City is debated (see procedure from Greenwich attached at Appendix 3 by way of example).

7.2 Having Consulted with Members, there was no overall support for introducing deliberative debates. It is therefore not proposed to proceed with this at this stage. It is however proposed to look at the possibility of introducing a "State of the City" debate in the future. Officers will consider this further and bring proposals to a future meeting of the Governance Committee for consideration.

8. SPEAKING TIMES

8.1 The current procedure rules allow 10 minutes for the proposer of a motion and 5 minutes for other speakers with extension of time granted with the Council's consent. Although, in some instances, there may be a need for this amount of time, most contributions to the debate could be made effectively in much shorter time. Shorter, more focussed contributions are also more likely to command the attention of the listener.

8.2 It is therefore proposed that:

(i) speaking times be limited to 5 minutes for the proposer of a motion and 3 minutes for all other speakers.

(ii) Council retains the power to grant an extension of time on a majority vote as now.

9. NEXT STEPS

- 9.1 Subject to the agreement of Full Council, it is proposed that the Changes proposed in this report come into effect immediately following Annual Council (at the same time as the changes introduced by the 12 months review of the Constitution.)

10. CONSULTATION

- 10.1 The proposals in this were consulted with the Leaders Group and all Political Groups in the Council. As a result of the comments received, the initial proposals were modified and some of them not proceeded with at this stage.

11. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications

- 11.1 There are no direct financial implications arising from this report

Finance Officer Consulted: Anne Silley

Date: 25/02/10

Legal Implications

- 11.2 The proposals in the report comply with legal requirements, including the Local Government Acts 1972 and 2000.

Lawyer Consulted: Abraham Ghebre-Ghiorghis

Date: 15/02/10

Equalities Implications

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

Sustainability Implications

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

Crime & Disorder Implications

- 11.5 There are no direct crime and disorder implications arising from this report.

Risk and Opportunity Management Implications

- 11.6 None.

Corporate / Citywide Implications

- 11.7 The proposals will assist the Council in making its proceedings more efficient and contribute to the Council's reputation in terms of the way it conducts its business.

SUPPORTING DOCUMENTATION

Appendices:

1. Members Questions at Council Meetings 2009
2. Notices of Motion at Council Meetings
3. State of the Borough Debate from Borough of Greenwich

Documents In Members' Rooms

None

Background Documents

None

Members Questions at Council Meetings 2009

Council			Members Questions			Council			Members Questions		
East Sussex CC			Oral	Written		Brighton & Hove CC			Oral	Written	
10 Feb 09	20	9				29 Jan 09	0	27			
31 Mar 09	15	3				26 Feb 09 (Budget)	0	0			
23 Jun 09	14	3				19 Mar 09	0	17			
21 Jul 09	20	2				30 Apr 09	0	10			
13 Oct 09	?No minutes	?				14 May 09 (Annual)	0	0			
						16 Jul 09	0	23			
						13 Aug 09 (Extraordinary)	0	0			
						8 Oct 09	0	16			
Total	69	17				Total	0	93			
Greenwich LBC			Oral	Written		Westminster CC			Oral	Written	
28 Jan 09	2	22				28 Jan 09	12				
25 Feb 09	4	16				4 Mar 09 (Extraordinary)	0				
25 Mar 09	No minutes	?				29 Apr 09	16				
29 Jun 09	No docs	?				13 May 09 (Annual)	0				
29 Jul 09		32				15 July 09	18				
28 Oct 09	No minutes	?									
Total	6	70				Total	46				
West Sussex CC			Oral	Written		Hampshire CC			Oral	Written	
13 Feb 09		5				19 Feb 09		9			
27 Mar 09		11				2 Apr 09		6			
16 Jun 09 (Annual)		0				18 May 09 (cancelled)					
24 Jul 09		7				15 Jun 09		1			
16 Oct 09	No minutes	?				16 Jul 09		2			
						17 Sep 09		7			
Total		23				Total		25			
Medway DC			Oral	Written		Portsmouth CC			Oral	Written	
15 Jan 09		2				4 Feb 09		1			
26 Feb 09 (Budget)		0				10 Feb 09		0			
5 Mar 09		1				24 Mar 09		6			
25 Mar 09 (Special)		0				12 May 09 (Annual)		0			
16 Apr 09		1				16 Jun 09		6			
6 May 09 (Annual)		0				3 Jul 09 (Special)		0			
18 Jun 09		3				21 Jul 09	No minutes	?			
21 Jul 09		10				30 Jul (Special)		0			
30 July 09		5				16 Oct 09		4			
10 Sep 09		2									
Total		24				Total		17			
Southampton CC			Oral	Written							
21 Jan 09		10									
18 Feb 09		0									
18 Mar 09		16									
13 May 09		5									
15 Jul 09		14									
16 Sep 09	No minutes	?									
Total		45									

Council	Notices of Motion	Council	Notices of Motion
East Sussex CC		Brighton & Hove	
20 Feb 2007	2	11 Jan 2007 (special)	0
27 March 2007	1	22 Feb 2007 (budget)	0
22 May 2007	1	08 March 07	7
24 July 2007	0	24 May 2007 (annual)	0
		12 July 2007	10
Total	4	Total	17
Greenwich LBC		Westminster CC	
31/01/07	2	24/01/07	1
28/02/07	1	07/03/07	0
28/03/07	1	21/03/07	1
25/04/07	0	02/05/07	1
16/05/07 (annual)	0	16/05/07 (annual)	0
13/06/07	2	18/05/07	1
25/07/07	2		
Total	8	Total	4
West Sussex		Hampshire CC	
9/02/07	1		
30/03/07	2	21/02/07	0
25 /05/07	2	24/05/07	0
20/07/07	1	12/07/07	0
Total	6	Total	0

SECTION 3 - STATE OF THE BOROUGH DEBATE

Calling of the debate

A3.1 The Leader will call a state of the Borough of Greenwich debate annually on a date and in a form to be agreed with the Mayor.

Form of the Debate

A3.2 The Leader will decide the form of the debate with the aim of enabling the widest possible public involvement may include holding workshops and other events prior to or during the state of the Borough debate.

Chairing the Debate

A3.3 The debate will be chaired by the Mayor.

Outcome of the Debate

A3.4 The outcome of the debate will be:

- (a) Disseminated as widely as possible within the community and to agencies and organisations in the area; and
- (b) Considered by the Cabinet as appropriate when making proposals to the Council in respect of any matter which forms part of the Council's budget and policy frame

COUNCIL

18 March 2010

Agenda Item 69

Brighton & Hove City Council

Subject: E-petitions
Date of Meeting: 18 March 2010
9 March 2010 Governance Committee
Report of: Director of Strategy and Governance
Contact Officer: Name: Elizabeth Culbert Tel: 29-1515
E-mail: elizabeth.culbert@brighton-hove.gov.uk
Wards Affected: All

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 This report updates Governance Committee on the outcome of the Council's pilot e-petitions facility which was launched on 21 November 2009.
- 1.2 The report also outlines the anticipated changes that will be required to the Council's petition scheme when the relevant provisions of the Local Democracy, Economic Development and Construction (LDEDC) Act 2009 come into force.

2. RECOMMENDATIONS:

- 2.1 That the Committee agrees and recommends to Council the following:
 - (a) That the current e-petitions facility be retained.
 - (b) That the changes to the E-Petitions Guidance be approved.
- 2.2 That the likely changes that will be required to the Council's petition arrangements when the relevant provisions of the Local Democracy Economic Development and Construction Act 2009 (LDEDC) come into force be noted.
- 2.3 That, given the delay in bringing into force national legislative changes and associated Statutory Guidance, officers bring a further report to the Governance Committee with a draft amended petitions scheme when the LDEDC Act provisions are in force.

3. RELEVANT BACKGROUND INFORMATION / CHRONOLOGY OF KEY EVENTS:

- 3.1 On 22 September 2009 Governance Committee approved the launch of an e-petitions scheme and agreed the guidance which would govern the scheme. Governance Committee requested that officers report back to this meeting on the outcome of the trial period.
- 3.2 Since 21 November 2009, when the e-petitions facility was officially launched at the Get Involved Day at Hove Town Hall, twelve e-petitions have been accepted and 9 are currently live. This indicates a good level of demand for the facility

especially as, during this trial period, the availability of the e-petitions facility has not been strongly marketed to allow time for the software and management of the system to be tested.

3.3 The petitions that have been received are set out below

Title	Respondents	Deadline for signature
Late night noise	23	22/02/2010
Ice rink for Sussex	382	12/03/2010
The Drive and The Upper Drive/Old Shoreham Road crossing	53	12/03/2010
Provision of more salt/grit bins/tubs	6	12/03/2010
Financial support for the Old Market	157	12/03/2010
Reduction of cars in the City	45	12/03/2010
RAF residents against felling – Clyde Road	116	17/03/2010
Bring the on-street parking contract in-house	33	17/03/2010
Worcester Villas Parking	20	17/03/2010
Prevent non-evidence-based treatments being offered via local NHS services	21	[closed]
Free complementary therapy on the NHS	445	[closed]
Brighton History Centre	1259	[closed]

3.4 In view of the clear demand demonstrated for the e-petitions facility during the time it has been operating, it is proposed that the facility should continue to be made available. The Council wishes to increase its opportunities for direct engagement with the public and one way of doing this is to make access to the Council and its decision makers easier. In a very short time, the ability to petition on-line has proved to be a successful modern approach to engaging with the community. In addition, the provision of an on-line scheme will become a requirement once the relevant provisions of the LDED Act 2009 are brought into force.

3.5 The administration of the e-petition scheme has not proved to be resource intensive and it is proposed to continue to manage the system within existing resources. The software used is modern.gov which was purchased by Democratic Services in 2008 to manage on-line agendas and reports and so the introduction of the e-petitions scheme has been launched and managed at no additional cost.

3.6 Experience over the last few months has allowed the e-petitions guidance to be tested and there are some changes that it is considered would be appropriate to make at this stage:

- (i) Include a requirement for individuals who sign an e-petition to provide some basic personal details for verification purposes (an email address and an address including post code) and to clarify that a signatory's name but no other details will appear on the e-petition website. This is to improve the

vetting of the petitions and also to make clear how the personal data will be used.

- (ii) Extend the eligibility requirements for submitting and signing e-petitions to those who live, work or study in, **or use services provided by**, the City Council. This proposal arises from the History Centre petition which gave rise to a debate about whether people who used the history centre on-line were studying “in” the City. The proposed amendment would extend the scheme to a wider community of those interested in the services that the Council provides. In view of the importance of the City as a tourist, conference, shopping and cultural centre, it would appear vital for the Council to be able to hear the views of those customers who come to the City to use our services as well as those who are resident, work or study here. With the personal information requested, it will be possible to show the numbers of petitioners who are resident and those who are not.

3.7 A copy of the current guidance for e-petitions showing the proposed changes tracked is attached as Appendix One

3.8 At this stage it is not proposed to make further changes to the scheme as the new provisions of the LDEDC Act 2009 are likely to come into force shortly and a full revision of the scheme and guidance will be required at that time.

The Local Democracy, Economic Development and Construction (LDEDC) Act 2009

3.9 A full update in relation to the progress of this legislation is considered elsewhere on the Committee agenda. In relation to e-petitions, the relevant provisions are Section 10-22 of the LDEDC Act. These sections are not yet in force pending statutory guidance being issued to compliment the Act. Draft statutory guidance is available and from this it is possible to summarise the changes that are likely to be required to the Council’s existing petitions scheme.

3.10 The key changes that will be required by the legislation, when it comes into force, are follows:

- (i) The petitions scheme itself will be required to be approved by full council.
- (ii) In addition to responding to the petition in writing, or considering the petition at a Council meeting, the petition scheme will be required to include the options for the Council to be able to decide to commission research in response to the petition, hold a public meeting, refer the matter to overview and scrutiny or hold an inquiry;
- (iii) Petitions with a significant level of support will trigger a debate of full council. Councils will determine the threshold locally but it must be no higher than 5% of the local population and the guidance encourages councils to adopt a much lower or no threshold;
- (iv) Petitions with a requisite level of support, set by the local authority, will trigger a senior local government officer to give evidence at a meeting of the authority’s overview and scrutiny committee;

- (v) Petition organiser will be entitled to request a review of the Council's response by overview and scrutiny if the response is felt to be inadequate – this is essentially an appeal provision.

- 3.11 It is anticipated that these requirements will be brought into force within the next few months although a confirmed date is not available. The Council will need to decide whether to have a threshold for the number of signatures required to trigger a full council debate and senior officers being held to account respectively. The draft guidance suggests a number of 1,500 for a full council debate and 750 for a senior officer to give evidence at an overview and scrutiny meeting. These figures are examples only but the guidance does encourage Councils to consider either low or no thresholds in order to increase public engagement as much as possible. The maximum that the threshold could be set at is 5% of the local population for the full council debate. The draft guidance is clear that local authorities should keep these thresholds under review so that if the facility is not being used the thresholds can be lowered to make it more accessible. There is also power for the Secretary of State to require authorities to amend their petition scheme.
- 3.13 The Council must also decide which senior officers the provision for requiring attendance at overview and scrutiny will apply to.

4. CONSULTATION

- 4.1 Consultation has taken place internally with Democratic Services who have been managing the e-petitions scheme under the pilot arrangements.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 The e-petition support process can continue to be administered within existing resources. However it should be noted that there has also been a small Area Based Grant (c.£2k) awarded for 2009/10 and 2010/11 to help support the process, as outlined in the 2010/11 budget report.

Finance Officer Consulted: Peter Francis

Date: 25/02/10

Legal Implications:

- 5.2 As set out in the body of the report there is currently no legal requirement for the Council to provide an e-petitions facility. However, the provisions of the LDEDC Act are due to be brought into force shortly and will make this a legal requirement. Further amendments to the scheme will be required once the new provisions are in force.

Lawyer Consulted: Elizabeth Culbert

Date: 14/02/10

Equalities Implications:

- 5.3 The proposals increase accessibility to Council decision makers.

Sustainability Implications:

- 5.4 The use of an on-line facility is likely to decrease the amount of paper petitions that are submitted.

Crime & Disorder Implications:

- 5.5 There are no Crime and Disorder implications arising from this report.

Risk and Opportunity Management Implications:

- 5.6 The risks involved are that the demand for e-petitions is so high that the Modern.Gov system is not able to cope with the volume or that the number becomes unmanageable for Council meetings. The scheme includes the option of receiving a response direct from the Director which may assist in managing high numbers of petitions. To date the volume has been manageable and this will be kept under review.

Corporate / Citywide Implications:

- 5.7 The initiative support the “Get Involved” programme which is seeking to promote the Council, local democracy and active citizenship.

SUPPORTING DOCUMENTATION

Appendices:

1. Petitions scheme with tracked changes

Documents in Members’ Rooms

None

Background Documents:

None

E-Petitions Guidance

Who can sign an e-petition?

An e-petition can be signed by a person (other than an elected Councillor) of any age who lives, works, or studies in or uses services provided by Brighton & Hove City Council.

~~You do not have to be a registered user to sign all e-petitions but you will need to provide a few basic details, including a valid email address, for verification purposes.~~

If you sign an e-Petition on this website, you will be required to provide us with basic personal information (an email address and an address including post code) to enable us to verify the “signatures” collected are genuine. Your name (but no other details) will be published on the e-Petition website. We will only use the information you provide for this purpose.

~~Details of all signatories will be passed to the lead petitioner on the completion of the e-petition.~~

You can only sign an e-petition once. The list of signatories will be checked by officers and any duplicate signatures or obviously frivolous responses will be removed.

Who can submit an e-petition?

An e-petition can be submitted by a person of any age who lives, works or studies in Brighton & Hove or uses service provided by Brighton & Hove City Council. To submit an e-petition you will need to be a registered user.

Registration is a simple process that just requires you to provide us with a few details in case we need to contact you about the e-petition. From time to time, the Council may also submit an e-petition itself to gauge public feeling on a particular issue.

How do I start an e-petition?

On the e-petitions homepage, select the ‘Submit a new e-petition’ option. You will be prompted to enter a title which the system will automatically check against existing e-petitions to allow you to see if a similar one has been considered recently. There is also a drop down box which allows you to associate your e-petition with any existing issue in the Council’s [Forward Plan](#) which details all of the key decisions to be taken by the Council in the coming months. You will then need to fill in the online form. This will be submitted to the Democratic Services team who may contact you to discuss your e-petition before it goes live.

What issues can my e-petition relate to?

Your e-petition should be relevant to some issue on which the Council has powers or duties or on which it has shared delivery responsibilities. It should also be submitted in good faith and be decent, honest and respectful.

Your e-petition may be rejected if the Head of Democratic Services considers it:

- Contains intemperate, inflammatory, abusive or provocative language;
- Is defamatory, frivolous, vexatious, discriminatory or otherwise offensive; or contains false statements.

- Is too similar to another petition submitted within the past six months;
- Discloses confidential or exempt information, including information protected by a court order or government department;
- Discloses material which is otherwise commercially sensitive;
- Names individuals, or provides information where they may be easily identified, e.g. individual officers of public bodies, or makes criminal accusations.
- Contains advertising statements;
- Refers to an issue which is currently the subject of a formal Council complaint, Local Ombudsman complaint or any legal proceedings;
- Relates to the Council's Planning or Licensing functions as there are separate statutory processes in place for dealing with these matters;
- Does not relate to an issue upon which the Council has powers or duties or on which it has shared delivery responsibilities.

During politically sensitive periods, such as prior to an election, politically controversial material may need to be restricted.

The Council accepts no liability for the petitions on these web pages. The views expressed in the petitions do not necessarily reflect those of the Council.

If your petition relates to an issue which is beyond the powers of the Council to address, it may be more appropriate to start an e-petition on the [Number 10 website](#). Advice on the admissibility of e-petitions can be obtained from Democratic Services (contact details below).

Privacy policy

The details you give us are needed to validate your support but will not be published on the website, **other than your name under the list of signatories**. This is the same information required for a paper petition. ~~On the completion of an e-petition, your details will be passed on to the principal petitioner.~~ The Council may contact you in relation to any petitions you have signed, unless you have requested not to be contacted when signing the e-petition.

What information should my e-petition contain?

Your e-petition will need to include:

- A title.
- A statement explicitly setting out what action you would like the Council to take (a "call for action").
- Any information which you feel is relevant to the e-petition and reasons
- Why you consider the action requested to be necessary. You may include links to other relevant websites.
- A date for when your e-petition will go live on the website. It may take Democratic Services a couple of days to check your e-petition request and discuss any issues with you so please ensure that you submit the request a few days before you want the e-petition to go live.

- A date for when your e-petition will stop collecting signatures. In order to achieve the maximum impact, you may want to set this date so that the e-petition will be submitted prior to a date on which a debate is to be held or a decision taken on the issue. We will host your e-petition for up to 4 months but would expect most to be shorter in length than this.

As lead petitioner, your name will be displayed with your e-petition on the website.

If you are having trouble submitting an e-petition or would like further advice and information then please contact Democratic Services and Scrutiny (details below) and we will be happy to assist you.

Promoting your e-petition

Whilst the Council will host e-petitions on its website, it will not generally promote individual e-petitions. It is therefore down to the lead petitioner to spread the word about their e-petition in order to get as many people as possible to sign up. If this is not done then your e-petition could receive no signatures. Raising awareness of it could be done in a number of ways such as promoting it on local community websites, discussion forums or newsletters. All it takes is to give people a brief explanation of the issue and then direct them to the site at www.brighton-hove.gov.uk/epetitions to sign up.

What happens when the e-petition is complete?

When the e-petition reaches its closing date, you will no longer be able to sign it online. The list of signatories will be collated by Democratic Services and you will be contacted regarding the submission of the completed e-petition.

What will happen to the e-petition once it is submitted?

Once the e-petition has been submitted, you will be offered the choice as to whether you wish the petition to be

- (i) **presented at the next full Council meeting or**
- (ii) referred to the appropriate Council decision-making meeting for response or
- (iii) wish to receive a response directly from the relevant Director.

If you wish to refer the petition to a full Council meeting, you will be invited to attend the meeting and will be offered the opportunity to present the petition which will involve spending up to three minutes summarising what the petition is about and how many signatories you have. **Following the presentation of the petition it will be referred to the appropriate decision-making body for consideration and you would be invited to attend that meeting.**

If you prefer to refer the petition directly to the relevant Council decision-making meeting, which could be Full Council, the Cabinet, a Cabinet Member Meeting, a Committee or Sub Committee depending on the issue; you will be advised of the date & time of the meeting and invited to attend and present your petition. A response will also be sent to you within 15 working days of the Council meeting and will be posted on the Council's website.

In either option above, if the petition originator does not attend to present the petition, it will be read out by the Mayor or the person presiding over the meeting on your behalf and you will be advised of this upon receipt of the petition.

If you prefer to receive a response from the relevant Director without the petition being presented at a meeting, a response will also be sent to you within 21 working days of the Council meeting closure of the petition and will be posted on the Council's website.

~~If you wish to receive a written response directly from the relevant Director this will be sent to you within 21 days of the close of the petition and a copy will be posted on the Council's website.~~

What can e-petitions achieve?

When you submit an e-petition to the Council it can have positive outcomes that lead to change and inform debate. It can bring an issue to the attention of the Council and show strong public approval or disapproval for something which the Council is doing. As a consequence, the Council may decide to, for example, change or review a policy, hold a public meeting or run a public consultation to gather more views on the issue.

Can I still submit a paper petition?

Yes, you can still submit paper petitions.

A petition may also gather names and addresses in both forms - you can have a paper version and an online version, although repeat names will be removed. Both forms should run for the same period of time and must be submitted together. When submitting an e-petition request, please let us know if you are running a paper petition as well and this can be highlighted on the website.

Contact Details

For more information and advice, or to discuss a potential e-petition, please contact:

Mark Wall

Head of Democratic Services

mark.wall@brighton-hove.gov.uk

01273 291006

Alternative formats and languages

If you would like information published by Brighton & Hove Council in large print, braille, audio tape, in pictures and symbols, or in a community language please call.

Brighton & Hove Council reserves the right to vary these guidelines as and when necessary. However, any changes will not be applied retrospectively.

COUNCIL

18 March 2010

Agenda Item 70

Brighton & Hove City Council

Subject: Member appointment to South Downs National Park Authority**Date of Meeting: 18 March 2010****Report of: Director of Strategy and Governance****Contact Officer: Name: Elizabeth Culbert Tel: 29-1515****E-mail: elizabeth.culbert@brighton-hove.gov.uk****Wards Affected: All****FOR GENERAL RELEASE****1. SUMMARY AND POLICY CONTEXT:**

1.1 The South Downs has now been formally designated as a National Park. A National Park Authority is required to be established in order to manage the National Park and relevant local authorities have been asked to each nominate one member to be appointed to the South Downs National Park Authority (SDNPA). This report provides the relevant background including details of the roles and responsibilities of the National Park Authority members in order to enable the Council to agree the appointment.

2. RECOMMENDATIONS:

2.1 That the Council appoints one member to the South Downs National Park Authority (SDNPA);

3. RELEVANT BACKGROUND INFORMATION / CHRONOLOGY OF KEY EVENTS:

3.1 On 12th November 2009, the Secretary of State for Environment, Food and Rural Affairs formally confirmed the designation of the South Downs as a National Park. The National Park designation will replace the two Areas of Outstanding Natural Beauty on 31st March 2010. A National Park Authority is currently being established to manage the National Park.

3.2 National Park Authorities exist to further the statutory National Park purposes in their area, namely :

- Conserving the natural beauty, wildlife and cultural heritage of the area and
- Promoting opportunities for the understanding and enjoyment of the special qualities of the area by the public.

3.3 Members of the National Park are to be appointed from three separate sources:

- Local authority members, who must be serving councillors of a district, county, or unitary authority with land in the National Park, and are appointed by their Council. Every district, county or unitary authority has the right to at least one seat;
- Parish members, who must be serving councillors of a parish having land in the National Park. They are chosen by the parish councils collectively (though formally appointed by the Secretary of State);
- National members who are appointed by the Secretary of State, in consultation with Natural England. (These are selected through an open recruitment process which is regulated by the Office of the Commissioner for Public Appointments (OCPA)).

The combined number of local authority and parish members must outnumber the 'national' members.

3.4 The Department for Environment, Food and Rural Affairs (Defra) consulted a wide range of bodies on the proposed size of the SDNPA in July 2009. The council responded to the consultation document as set out in the Environment Cabinet member meeting report 'Consultation on the membership of the future South Downs National Park Authority' in September 2009.

3.5 In December 2009 the Secretary of State determined that the overall size of the SDNPA will be 27. This will mean that each local authority will have one member except for Adur and Worthing which, at the request of those councils, will share a member. Brighton & Hove City Council will have one member. The number of national members will be 7, parish members 6 and local authorities 14.

3.6 Defra have now announced the appointment of the national members who are:- Sir Sebastian Anstruther; Kenneth Bodfish OBE; Jeremy Leggett; Margaret Paren; Sue Saville; Thomas Tupper and Susan Warren.

3.7 Parish Council Associations are arranging a selection process through a combination of ballot and hustings. Local authorities now need to nominate their members.

3.8 The Guidance enclosed at Appendix 1 has been sent to all local authorities by the Interim Chief Executive of the SDNPA as a framework of skills to be considered when nominating members for the SDNPA. The time commitment set out in that framework is expressed as approximately two to three days per month and possibly more depending on any special roles.

3.9 It should be noted that the overall purpose for the members is to ensure that the SDNPA fulfils its objectives and does so in a way that best suits the special characteristics of the National Park

The key requirements are that members;-

- act with independence;
- use skills, experience, local, regional and national knowledge for the benefit of the NPA;
- collectively participate in the development of policy direction, strategic thinking and innovation within the NPA, through the development of management policy, business plans and participation in the activities of the NPA's Working Groups;
- independently scrutinize the workings and policies of the NPA;
- are committed to working in the best interests of the NPA;
- influence the NPA to help it to come to informed and balanced decisions;
- seek clarification of policy and action proposals if appropriate;
- accept collective responsibility for the decisions of the NPA;
- approve and monitor programmes to implement the NPA's policies;
- contribute opinions and advice from the national perspective;
- work with members, staff and stakeholders to apply the principles of sustainable development and the principles of NPA's to all decision-making;
- act as an ambassador for the NPA; and
- help to promote the profile and effectiveness of the family of National Parks through the work of the NPA, co-operative action such as peer support and review, and co-operation with the work of Defra, Natural England, the English National Park Authorities Association and the UK Association of National Park Authorities.

3.10 Council is requested to nominate a member to represent Brighton & Hove City Council on the South Downs National Park Authority, taking into account the role and responsibilities referred to above.

4. CONSULTATION

4.1 The Council responded to the consultation on the proposed membership of the National Park and no further consultation has been carried out.

5. FINANCIAL & OTHER IMPLICATIONS:

5.1 Financial Implications:

There are no direct financial implications for the council arising from the recommendation in the report. Any costs associated with expenses or training would be met by the SDNPA.

Finance Officer Consulted: Name Peter Francis Date: 10.03.10

5.2 Legal Implications:

The framework for the appointment of a Local Authority member to the National Park Authority has been set out in the body of the report. The South Downs National Park Authority (Establishment) Order 2010 will formally establish the SDNPA and this requires one member to be appointed from Brighton & Hove City Council.

Lawyer Consulted: Elizabeth Culbert

Date: 14/02/10

5.3 Equalities Implications:

There are no specific equalities implications arising from this report.

5.4 Sustainability Implications:

There are no specific sustainability implications arising from this report.

5.5 Crime & Disorder Implications:

There are no specific crime and disorder implications arising from this report.

5.6 Risk and Opportunity Management Implications:

There are no specific risk or opportunity management implications arising from this report.

5.7 Corporate / Citywide Implications:

There are no specific corporate/citywide implications arising from this report.

SUPPORTING DOCUMENTATION

Appendices:

1. South Downs National Park draft Skills and Knowledge Framework

Documents In Members' Rooms

DEFRA document 'Consultation on the membership of the future South Downs National Park' July 2009.

Appendix 1: South Downs National Park Authority: draft Skills and Knowledge Framework

Job Description	Meaning:	Skills set needed or to be developed	
		Knowledge of:	Skills in:
<p>Strategic and External Leadership</p>	<ul style="list-style-type: none"> - Using understanding of the external environment and relationships within which the NPA operates to further achievement of NPMP outcomes; - being an external advocate/champion of the National Park -influencing policy direction and programmes - Being an advocate for how the NPA contributes to the achievement of NPMP outcomes 	<ul style="list-style-type: none"> National Park Management Plan and outcomes National Park Authority performance and business plan Local Development Framework Partnership protocols and structures Cross cutting impact of National Park purposes and duty 	<ul style="list-style-type: none"> Partnership working External advocacy including being a champion for the South Downs
<p>Governance, Performance and Scrutiny</p>	<ul style="list-style-type: none"> - Understanding the different roles of members and staff and fulfilling the strategic governance role of the member - interpreting and having access to performance data so can assess how well the Authority is doing - independently scrutinising the workings and policies of NPA 	<ul style="list-style-type: none"> National Park Strategies/ Action Plans NPA Planning policies and processes Performance management framework including risk management Equality and Diversity policies Standing orders and financial regulations Medium term financial planning, budgets and capital strategy Asset Management Plan Workforce policies and plans Role of Internal and External Audit 	<ul style="list-style-type: none"> Scrutiny and constructive challenge Using data and evidence to inform decisions Open and transparent decision making Sharing experiences from elsewhere and bringing an 'outside' view

Job Description	Meaning:	Skills set needed or to be developed	
		Knowledge of:	Skills in:
Personal Contribution and Development	<ul style="list-style-type: none"> - Using existing skills, knowledge and abilities to help ensure the NPA fulfils its purposes - Developing skills, knowledge and abilities to help the NPA fulfils its purposes - Understanding how to contribute effectively 	<ul style="list-style-type: none"> The Member role and how it relates to the officer role Members' code of conduct and protocols Meeting procedures Targets for participation in formal committees and training events Need to give time of approx 2/3 days per month and more depending on any special roles Procedure for handling complaints against members 	<ul style="list-style-type: none"> Leadership Chairing meetings Effective behaviour in committee and other meetings Constructive questioning & challenge Listening Building relationships Contributing to team working Basic computer literacy
Communications & Engagement	<ul style="list-style-type: none"> - Accessing and understanding the communications received from the NPA about the National Park purposes, NPMP outcomes and the NPA's priorities - Communicating well to different audiences and partners about the National Park purposes, NPMP outcomes and NPA priorities - Communicating to their appointing body about National Park purposes, NPMP outcomes and NPA priorities - Helping the NPA to engage with communities to understand and respond to their needs and aspirations 	<ul style="list-style-type: none"> The duty of all relevant authorities, under Section 62 of the Environment Act 1995, to have regard to National Park Purposes in carrying out functions that may relate to or affect land in a National Park. 	<ul style="list-style-type: none"> Public speaking Dealing with the media Listening and engaging with community groups Facilitating dialogue and conclusions that have wide ownership

Job Description	Meaning:	Skills set needed or to be developed	
		Knowledge of:	Skills in:
Values	<p>- The new Authority will want to identify values that underpin its work with communities, stakeholders, customers and staff. From initial discussions the following will be important for the South Downs:</p> <ul style="list-style-type: none"> • Inspirational and innovative • Adding value and building capacity • Unifying and giving leadership • Enabling and empowering • Responsive and flexible 	The Authority's values	Demonstrating the NPA's values through the role of the Member

NOTICE OF MOTION**CONSERVATIVE GROUP****PERSONAL CARE AT HOME BILL**

This Council believes in the principle of helping more people with care needs to stay in their own homes where they wish to do so and, therefore, welcomes the broad intentions of the new Personal Care at Home Bill.

However, this Council has serious concerns that local authorities are being asked to fund a substantial part of the costs of implementing the new Bill. The proposed Government funding to meet the costs of the scheme is inadequate and the proposed council efficiency savings entirely unrealistic.

Further, this Council shares the concerns of the Local Government Association and the Association of Directors of Adult Social Services who suggest that the total cost of the proposal will be much higher than the Government's estimated figure of £670 million due to a significant underestimate of the number of people likely to be entitled to, and take advantage of, free care.

Locally, it has been estimated that the cost of the Bill to Brighton & Hove's council taxpayers will be between £1.3 and £1.8 million per annum.

This Council notes that the Government is committed to ensuring that any new centrally-imposed responsibilities falling on local authorities are fully funded via the 'New Burdens Doctrine'. New Burdens are defined as *'any new policy or initiative which increases the cost of providing local authority services.'*

This Council believes that without adequate funding, more pressure will be placed on services for people who have significant, but not critical, needs and that the shortfall may require either an increase in council tax or cuts to other council services. In their current form, these irresponsible proposals threaten to destabilise the Council financially, put undue and unfair strain on our staff and risk councils' ability to properly care for those that most need it.

Therefore, this Council resolves to request that the Chief Executive writes to the Secretary of State for Health – Andy Burnham MP – requesting that he:

- Honours the Government's commitment in the New Burdens Doctrine by fully funding the provisions of the Personal Care at Home Bill.
- Delays implementation of any proposals until at least 1 April 2011 to enable a more accurate and realistic assessment of the costs of the scheme to be undertaken and to allow social care staff more time to get to grips with the proposed new assessment procedures.

Proposed by: Cllr. Ken Norman

Seconded by: Cllr. Dawn Barnett

Supported by: Cllrs Trevor Alford, Vanessa Brown, Maria Caulfield, Denise Cobb, Pat Drake, Ayas Fallon-Khan, Steve Harmer-Strange, Lynda Hyde, Tony Janio, Ted Kemble, Mary Mears, Averil Older, Brian Oxley, Brian Pidgeon, Dee Simson, David Smart, David Smith, Carol Theobald, Geoffrey Theobald, Geoffrey Wells and Jan Young.

NOTICE OF MOTION**GREEN GROUP****LETTING AGENTS**

“This council notes the findings of the national Citizens Advice report *Let down* (1) on the activities of private rented sector letting agents, which revealed:

- 73 per cent of tenants interviewed were dissatisfied with the service provided by their letting agent. Common concerns included difficulties in contacting the agent, serious delays in getting repairs carried out, inadequacies in the protection of clients’ money and the frequency with which additional charges were made.
- 94 per cent of letting agents surveyed imposed additional charges on tenants on top of the tenancy deposit and rent in advance. The size of these charges varied hugely. The charge for checking references ranged from £10 to £275 and the charge for renewing a tenancy ranged from £12 to £200. In some cases additional charges for a tenancy amounted to over £600.
- Less than a third of agents willingly provided full written details of their charges to CAB workers when asked.
- 61 per cent of the tenants surveyed said that paying these charges was a problem. Some had to borrow the money, others had difficulty paying other bills or went into debt.

This council further notes:

The Citizens Advice call for:

(1) The licensing of letting agents who should be required to demonstrate professional competence, have adequate client money protection arrangements and operate a system for handling complaints and redress;

(2) The introduction of regulations specifying that no additional charges should be made to tenants for activities that are part of the routine letting and management process. The cost of this work should be included in the rent paid by the tenant and/or the management fee paid by the landlord. The ultimate sanction against letting agents breaching the regulations should be the withdrawal of the licence to operate.

It therefore calls on the council to request the Chief Executive to:

1. Write to the Government and the major political parties seeking their support for the Citizens Advice proposals; and

2. Ask the Office of Fair Trading to carry out an investigation into the activities of letting agents.

Proposed by: Cllr Bill Randall

Seconded by: Cllr Georgia Wrighton

Supported by: Cllrs Ian Davey, Ben Duncan, Rachel Fryer, Amy Kennedy, Jason Kitcat, Alex Phillips, Sven Rufus, Paul Steedman, Keith Taylor, Vicky Wakefield-Jarrett, Pete West

NOTICE OF MOTION**GREEN GROUP****MATERNITY SERVICES IN BRIGHTON & HOVE**

“This council welcomes the news that Brighton & Hove PCT are planning to introduce a midwife led unit in the city, and recognises that this decision reflects the findings of a recent survey into local residents’ views about the kinds of maternity services they desire.

“This council notes that the survey also found that:

- 88 per cent of respondents said they would like the same midwife throughout pregnancy and post natal care;
- 99 per cent of respondents thought it was a good idea to offer free counselling to women who have had a difficult birth.

“Furthermore, this council notes and supports the aims of the National Childbirth Trust’s *Reclaiming Birth* campaign, which is also calling for more midwives carrying their own caseloads and looking after parents-to-be from conception to birth and post-natally, and for more women to be able to give birth in free-standing midwifery units (Birth Centres) or at home.

“Therefore this council requests the Chief Executive to:

- Write to the PCT urging them to act on the other findings of the survey with regard to midwife provision and post-natal counselling services;
- Write to the Health Secretary Andy Burnham to call for funding to enable PCTs to better meet the needs of expectant women and new parents.”

Proposed by: Cllr Jason Kitcat

Seconded: Cllr Amy Kennedy

Supported by: Cllrs Ian Davey, Ben Duncan, Rachel Fryer, Alex Phillips, Bill Randall, Sven Rufus, Paul Steedman, Keith Taylor, Vicky Wakefield-Jarrett, Pete West and Georgia Wrighton.

