





**Brighton & Hove  
City Council**

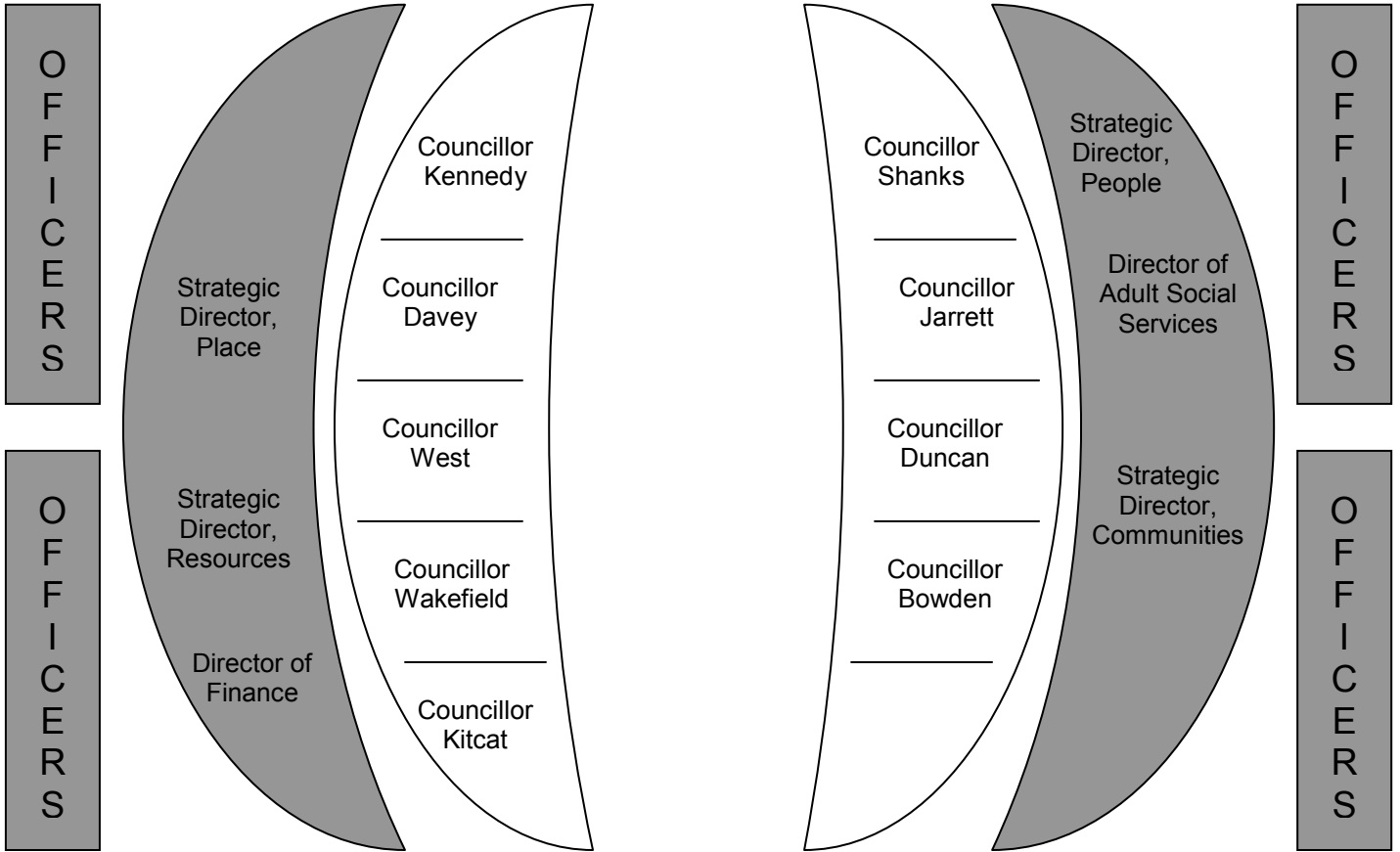
# Cabinet Meeting

Title:	<b>Cabinet</b>
Date:	<b>10 November 2011</b>
Time:	<b>4.00pm</b>
Venue	<b>Council Chamber, Hove Town Hall</b>
Members:	<b>Councillors:</b> Randall (Chair)  Bowden, Davey, Duncan, Jarrett, Kennedy, J Kitcat, Shanks, Wakefield and West
Contact:	<b>Tanya Davies</b> Acting Democratic Services Manager 01273 291227 tanya.davies@brighton-hove.gov.uk

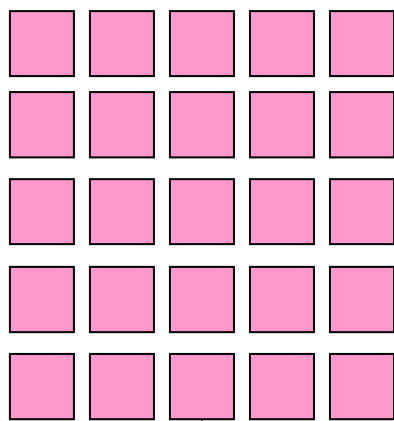
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# Democratic Services: Meeting Layout

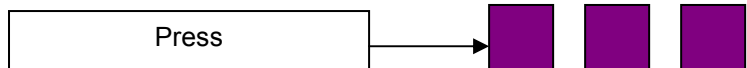
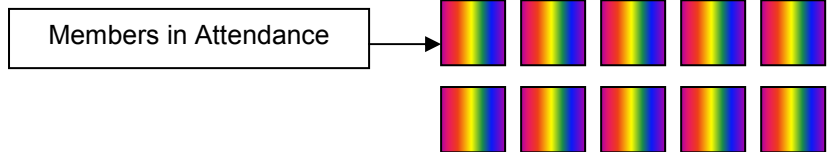
Monitoring Officer      Councillor Randall      Chief Executive      Democratic Services Officer



Speaker      Leader of the Conservative Group      Leader of the Labour & Co-operative Group



Public Seating



## AGENDA

### 106. PROCEDURAL BUSINESS

- (a) Declarations of Interest by all Members present of any personal interests in matters on the agenda, the nature of any interest and whether the Members regard the interest as prejudicial under the terms of the Code of Conduct.
- (b) Exclusion of Press and Public - To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

*NOTE: Any item appearing in Part 2 of the Agenda states in its heading either that it is confidential or the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the public.*

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

### 107. MINUTES OF THE PREVIOUS MEETING

1 - 12

Minutes of the Meeting held on 13 October 2011 (copy attached).

### 108. CHAIR'S COMMUNICATIONS

### 109. ITEMS RESERVED FOR DISCUSSION

- (a) Items reserved by the Cabinet Members
- (b) Items reserved by the Opposition Spokespeople
- (c) Items reserved by Members, with the agreement of the Chair.

*NOTE: Public Questions, Written Questions from Councillors, Petitions, Deputations, Letters from Councillors and Notices of Motion will be reserved automatically.*

### 110. PETITIONS

13 - 14

Report of the Strategic Director, Resources (copy attached).

Contact Officer: Tanya Davies

Tel: 29-1227

Ward Affected: All Wards

## **CABINET**

### **111. PUBLIC QUESTIONS**

(The closing date for receipt of public questions is 12 noon on 3 November 2011)

No public questions received by date of publication.

### **112. DEPUTATIONS**

(The closing date for receipt of deputations is 12 noon on 3 November 2011)

No deputations received by date of publication.

### **113. LETTERS FROM COUNCILLORS**

(The closing date for receipt of letters from Councillors is 10.00am on 31 October 2011)

No letters have been received.

### **114. WRITTEN QUESTIONS FROM COUNCILLORS**

(The closing date for receipt of written questions from Councillors is 10.00am on 31 October 2011)

No written questions have been received.

### **115. NOTICES OF MOTION**

No Notices of Motion have been referred.

## **FINANCIAL MATTERS**

### **116. Treasury Management Policy Statement (incorporating Annual Investment Strategy) 2011/12 - Mid Year Review 15 - 28**

Report of the Director of Finance (copy attached).

*Contact Officer:* Peter Sargent *Tel:* 29-1241  
*Ward Affected:* All Wards

## **STRATEGIC & POLICY MATTERS**

### **117. Permanent Arrangements for the Management of Connaught Infant School 29 - 32**

Report of the Strategic Director, People (copy attached).

*Contact Officer:* Gil Sweetenham *Tel:* 29-3474  
*Ward Affected:* All Wards

## CABINET

**118. Options for Additional Reception Classes for September 2012:  
Proposed Temporary Expansion of Goldstone, Westdene, Queens  
Park and Connaught** **33 - 38**

Report of the Strategic Director, People (copy attached).

*Contact Officer:* Gil Sweetenham *Tel:* 29-3474  
*Ward Affected:* All Wards

**119. Proposed Options for the Provision of 3 Junior Forms in Hove and  
Portslade** **39 - 48**

Report of the Strategic Director, People (copy attached).

*Contact Officer:* Gil Sweetenham *Tel:* 29-3474  
*Ward Affected:* All Wards

**120. City Climate Change Strategy** **49 - 94**

Report of the Strategic Director, Place (copy attached).

*Contact Officer:* Susie Howells *Tel:* 29-3332  
*Ward Affected:* All Wards

### PROPERTY & REGENERATION MATTERS

**121. Woodingdean Library and GP Surgery Development** **95 - 132**

Report of the Strategic Director, Communities (copy attached).

*Contact Officer:* Sally McMahon *Tel:* 29-6963  
*Ward Affected:* Woodingdean

**122. Blatchington Mill School Hockey Pitches** **133 - 140**

Report of the Strategic Director, Resources (copy attached).

*Contact Officer:* Jessica Hamilton *Tel:* 29-1461  
*Ward Affected:* Hove Park

### CONTRACTUAL MATTERS

**123. Re Tendering Home Care Contracts** **141 - 144**

Report of the Director of Adult Social Services/Lead Commissioner,  
People (copy attached).

*Contact Officer:* Debbie Greening *Tel:* 29-5739  
*Ward Affected:* All Wards

**PROPERTY & REGENERATION MATTERS**

**124. Woodingdean Library and GP Surgery Development**

**145 - 152**

Report of the Strategic Director, Communities (copy circulated to Members only).

[Exempt Category 3]

*Contact Officer: Sally McMahon*

*Tel: 29-6963*

*Ward Affected: Woodingdean*

**125. PART TWO ITEMS**

To consider whether or not any of the above items and the decisions thereon should remain exempt from disclosure to the press and public.

## CABINET

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.

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For further details and general enquiries about this meeting contact Tanya Davies, (01273 291227, email [tanya.davies@brighton-hove.gov.uk](mailto:tanya.davies@brighton-hove.gov.uk)) or email [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk).

Date of Publication - Wednesday, 2 November 2011



**BRIGHTON & HOVE CITY COUNCIL****CABINET****4.00PM 13 OCTOBER 2011****COUNCIL CHAMBER, HOVE TOWN HALL****MINUTES**

**Present:** Councillors Randall (Chair), Bowden, Davey, Duncan, Jarrett, J Kitcat, Shanks, Wakefield and West

**Also in attendance:** Councillors Mitchell (Opposition Spokesperson) and G Theobald (Opposition Spokesperson)

**Other Members present:** Councillors Gilbey, Hawtree, Hyde, MacCafferty, A Norman, K Norman and Wealls

**PART ONE****83. PROCEDURAL BUSINESS****83a Declarations of Interest**

83a.1 There were none.

**83b Exclusion of Press and Public**

83b.1 In accordance with section 100A of the Local Government Act 1972 ('the Act'), it was considered whether the press and public should be excluded from the meeting during an item of business on the grounds that it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press or public were present during that item, there would be disclosure to them of confidential information (as defined in section 100A(3) of the Act) or exempt information (as defined in section 100I(1) of the Act).

83b.2 **RESOLVED** – That the press and public be not excluded from the meeting.

**84. MINUTES OF THE PREVIOUS MEETING**

84.1 **RESOLVED** - That the minutes of the meeting held on 22 September 2011 be approved as a correct record.

**85. MINUTES OF THE SPECIAL MEETING, 16 SEPTEMBER 2011**

85.1 **RESOLVED** - That the minutes of the special meeting held on 16 September 2011 be approved as a correct record.

**86. CHAIR'S COMMUNICATIONS**

- 86.1 The Chair noted that the meeting would be webcast.
- 86.2 The Chair reported that he had attended the Sports and Physical Activity Awards and the Argus Achievement Awards where the following awards were given:
- Teacher of the Year - Mark Brady, Teaching Assistant at Varndean School
  - Outstanding Pupil of the Year - Zach Narvaez, Dorothy Stringer Public Service of the Year - Carelink Plus
  - 'Beyond the Call of Duty' award - Ray Freeman, Bristol Estate Residents Association
  - Green Project or Person of the Year - Tom Chute, 10:10 Brighton and Hove
  - School of the Year - Moulseccomb Primary School
- 86.3 The Chair advised that the Living Wage Commission held its inaugural meeting with independent chair Julia Chanteray.
- 86.4 The Chair reported that he had welcomed the opportunity to speak at a number of events including meetings of the Chartered Institute of Housing South East, the Public Health and Housing Initiative, Hanover Action on Sustainable Living and Sussex Private Landlords.
- 86.5 The Chair announced that the Homes & Communities Agency had chosen the council to be one of three national partners for undertaking more concentrated work and that the Regional Director for Sport England had identified the city as one of 13 target local authorities for future work.
- 86.6 The Chair advised that in Councillor Kennedy's absence, Councillor MacCafferty, Chair of the Planning Committee, had been invited to introduce Items 96 and 97.

**87. ITEMS RESERVED FOR DISCUSSION**

- 87.1 **RESOLVED** – That all the items be reserved for discussion.

**88. PETITIONS**

- 88.1 There were none.

**89. PUBLIC QUESTIONS**

- 89.1 There were none.

**90. DEPUTATIONS**

- 90.1 There were none.

**91. LETTERS FROM COUNCILLORS****91A Agency Workers Directive**

91a.1 The Cabinet considered a letter from Councillor G Theobald concerning the implications, for both the council and other employers in the city, of the new Agency Workers' Directive which came into force on 1 October 2011. He raised concerns about the financial costs to the council, the wider impacts on businesses, the voluntary sector and other employers in the city, and the effects on agency workers.

91a.2 Councillor J Kitcat explained that the council was working to minimise the impact of the legislation and that steps had been taken over a number of years to reduce dependency on agency workers. There were currently 220 agency workers and 154 had been employed for longer than the 12 week period set out in the legislation; this was under review and more information would be circulated in due course when costs had been ascertained. He advised that the legislation was designed to protect agency workers, but acknowledged the impact on the economy; the council had an economic development plan in place to support local jobs and the living wage would help to tackle the issue of using agency workers instead of full time employees.

91a.3 **RESOLVED** – That the letter be noted and a written response be provided.

**91B Beacon Hill woods**

91b.1 The Cabinet considered a letter from Councillor Hyde concerning a request to formally name the woods at Beacon Hill in order to safeguard the area. She explained that the woods were a much loved area and that residents and the local working group were seeking to name the woods in order to safeguard them. She noted that there would be no cost to the proposal.

91b.2 Councillor West thanked Councillor Hyde for drawing attention to the nature reserve at Beacon Hill and acknowledged the important work of local residents and City Parks officers in the area. He advised that he was not aware of a mechanism for naming woods, but that he welcomed further information on how it might be achieved. He highlighted the importance of maintaining a diverse habitat at Beacon Hill and gave assurances that full consultation would take place on any proposed management activity.

91a.3 **RESOLVED** – That the letter be noted.

**92. WRITTEN QUESTIONS FROM COUNCILLORS**

92.1 There were none.

**93. NOTICES OF MOTION**

93.1 There were none.

**94. LOCAL GOVERNMENT RESOURCE REVIEW: PROPOSALS FOR BUSINESS RATES RETENTION AND GOVERNMENT CONSULTATION PAPER**

- 94.1 The Cabinet considered a report of the Director of Finance concerning the council's response to a Department for Communities & Local Government (CLG) consultation paper setting out proposals for local authorities (LAs) to retain locally collected business rates and provide financial incentives for authorities to improve their local economy.
- 94.2 Councillor J Kitcat explained that the proposals were complex and would result in greater uncertainty; the council was on historical performance unlikely to see any significant growth in income from business rates and would therefore be subjected to greater financial risk. He reported that many other councils across the south east had raised similar concerns about the proposals.
- 94.3 Councillor Mitchell echoed concerns about the financial risk to the council and raised concerns that LAs would be set against each other. She stated that the scheme offered no incentives or benefits to Brighton & Hove.
- 94.4 Councillor G Theobald spoke in support of the proposals, which he felt would provide an incentive for council's to promote economic growth. He stated that there were some questions still to be answered, but that increased local control over business rates would be a positive step for the city and that the council should not oppose the proposals.
- 94.5 In response to comments from Councillor G Theobald, Councillor J Kitcat made the following comments:
- He explained that the council would favour options to limit the incentive effect because the greater the incentive the bigger the financial risk for the council.
  - The council had plans in place to grow jobs and scrutiny work was underway on growing the city's economy.
  - The proposals would disincentivise the redevelopment of existing sites because business rates would be lost while premises were closed.
  - The proposals did not represent the localisation of business rates because they did not offer choices in relation to rate level or targets.
  - If it could be achieved, cross-party support would be sought for the council's response to the consultation, however, the Cabinet was opposed to the proposed scheme.
- 94.6 In response to questions from Councillor G Theobald, the Director of Finance made the following comments:
- The £100m stated in the report represented the Government grant which the council currently received; under the proposed scheme the council would instead receive the retained business rates plus or minus a top-up amount.
  - Although the Government intended to provide stability in the initial years, there was significant uncertainty about the financial implications, particularly forecasting in future years.
  - The concern was that income could be lost under the proposed system, not only if business rate income targets were not exceeded, but if targets were not met.

- There would be a protection mechanism to safeguard council's against severe resource shortfalls, but no indication of the level had been given. In addition growth targets had not yet been set, so the scale of risk was unknown.
- The council's response would request that other options for incentivising business growth be considered, such as bonus schemes, in order to prevent LAs from losing money.
- It was not possible to explain the full scale of financial risk on the basis of the information provided by the Government; more detailed information may not be available until the following year making financial planning difficult.

94.7 The Chair stated that although he supported the idea of LAs retaining business rates, the proposed scheme would be damaging to the city's economy.

94.8 **RESOLVED** – That, having considered the information and the reasons set out in the report, the following recommendations be accepted:

- (1) That Cabinet notes the proposals set out in the consultation paper and the potential implications for the council as known at this time.
- (2) That Cabinet agrees that the Director of Finance responds to the consultation document opposing the proposals in principle and providing technical responses to the questions raised in the consultation paper based on the key issues set out in paragraphs 3.10, 3.12, 3.15, 3.17, 3.19, 3.21, 3.23 and 3.24 in the body of the report.

## 95. WAIVERS OF CONTRACT STANDING ORDERS

95.1 The Cabinet considered a report of the Strategic Director, Resources concerning all waivers authorised under Contract Standing Order 18.2 & 18.3 for 201/11 compared to previous financial years

95.2 **RESOLVED** – That, having considered the information and the reasons set out in the report, the following recommendations be accepted:

- (1) That Cabinet notes the number of waivers authorised under Contract Standing Orders 18.2 & 18.3 during financial year 2010/11.

## 96. CONSULTATION ON POLICY OPTIONS PAPERS FOR THE NEW CITY PLAN

96.1 The Cabinet considered a report of the Strategic Director, Place seeking approval for consultation on Policy Options Papers to inform the preparation of the new City Plan.

96.2 The Chair stated that the proposals within the report represented a key milestone in preparing the new City Plan and thanked the cross-party working group for their contribution. He reported that Brighton & Hove Enterprise had thanked the council for being bold and courageous in its approach. The City Plan would deliver a vision and priorities for a sustainable city with the right balance of uses between housing, jobs, student accommodation, community facilities and open spaces.

In relation to the use of Toad's Hole Valley, the Chair explained that it offered a great opportunity for regeneration and development, which in addition to housing could include quality public amenity space, work space and a satellite school. Extensive consultation would be undertaken on any proposals for the site, which would seek to deliver the best possible outcome for the city.

- 96.3 Councillor MacCafferty, Chair of the Planning Committee, noted the forthcoming changes to the planning system brought about by Government proposals for a Nation Planning Policy Framework (NPPF) and provisions within the Localism Bill. He summarised the key elements of the preferred policy options and highlighted the new homes target of 11200 units, which was felt to be realistic, sustainable and deliverable. He also noted the need to release Toad's Hole Valley for development; by releasing the site, the rest of the city's urban fringe would be protected and including it in the City Plan would ensure appropriate development of the site.
- 96.4 Councillor Mitchell welcomed the use of a cross-party working group to contribute to the preparation of the City Plan. She make the following comments:
- Inclusion of the Brighton & Hove part of Shoreham Harbour in Option 1, which would add an additional 400 homes, rather than releasing Toad's Hove Valley from the outset should be favoured, particularly as the inclusion of Toad's Hove Valley in Option 2 would still not meet the NPPF targets.
  - There was a financial case for provision of Park and Ride services; she urged the Cabinet not rule it out straight away in favour of using increased parking charges to encourage sustainable transport.
  - At the request of the Brighton & Hove Economic Partnership, Overview & Scrutiny would consider the proposals in relation to employment policy.
  - She supported limiting the over-concentration of Houses in Multiple Occupation in favour of building more purpose built student accommodation and highlighted the importance of balancing student housing with affordable housing for the city's residents.
  - She asked how the forthcoming planning application for student accommodation on the former Co-op site on London Road would be dealt with as it did not feature in the proposals as an identified site.
- 96.5 Councillor G Theobald stated that he was surprised at the inclusion of Toad's Hole Valley for development purposes and the dismissal of Park and Ride provision at an early stage. He noted the intention to use fiscal measures as part of the sustainable transport policy and warned that increasing parking charges would damage the city's economy. He questioned the status of housing units at Shoreham Harbour and stated that if they were added into Option 1, the housing target would be met. He welcomed the continued work on employment and was supportive of encouraging more purpose-built student accommodation to be built.
- 96.6 Councillor MacCafferty reiterated that the proposals represented a brave and bold approach. He welcomed the opportunity for debate through the consultation process and cross-party working group. He advised that any planning application for student accommodation on the former Co-op site on London Road would be dealt with under the existing Local Plan.

- 96.7 The Head of Planning & Public Protection explained that Shoreham Harbour had previously been ringfenced and could not be counted towards meeting the regional housing target in the Core Strategy. However, under the Government's new planning proposals, the much reduced number of units at Shoreham could now contribute towards meeting a local housing target. This would help bring the council closer to meeting the preferred target, though it would still fall significantly short.
- 96.8 Councillor Davey stated that questions remained over the viability and deliverability of Park and Ride services in the city, including the cost and the impact on congestion. He advised that fiscal measures had been used as part of the council's sustainable transport policies in the past and would continue to be used where appropriate.
- 96.9 **RESOLVED** – That, having considered the information and the reasons set out in the report, the following recommendations be accepted:
- (1) That Cabinet approves the Policy Options Papers and preferred options set out in the appendices.
  - (2) That Cabinet approves the publication of the Policy Options Papers and associated Sustainability Appraisal document for a period of focussed consultation to inform the preparation of a draft City Plan subject to minor grammatical or editorial alterations approved by the Strategic Director, Place.
- 97. EAST SUSSEX, SOUTH DOWNS AND BRIGHTON & HOVE WASTE AND MINERALS PLAN (CORE STRATEGY)**
- 97.1 The Cabinet considered a report of the Strategic Director, Place seeking approval to consult on the Waste and Minerals Plan (WMP), which was being produced jointly with East Sussex County Council (ESCC) and the South Downs National Park Authority (SDNPA).
- 97.2 Councillor G Theobald welcomed the report and in particular that no new landfill sites were identified, reflecting progress made in recent years. He questioned why the opportunity to remove Hangleton Bottom from the list of identified sites for material recovery facilities/waste transfer stations had not been taken.
- 97.3 In response to a question from Councillor G Theobald regarding site allocations for energy from waste facilities, Councillor MacCafferty, Chair of the Planning, explained that the WMP was a strategic document; thorough consideration would be given to specific site allocation at the appropriate time.
- 97.4 The Head of Planning & Public Protection advised that while the WMP did not allocate any new sites, it reserved the position within the Waste Local Plan, which included Hangleton Bottom; the whole of East Sussex and a portion of Brighton & Hove would form the search area for sites. He also explained that the recycling targets were shared with ESCC, but that they did not preclude the council from setting higher targets for itself.
- 97.5 Councillor Mitchell welcomed the overarching vision of the WMP, but noted that it contained provision for incineration and that the decision had been taken to retain

Hangleton Bottom as an identified site for waste use, as well as Hollingdean Depot. She suggested that a Members' Seminar on the WMP would be helpful.

97.6 In response to a question from Councillor Mitchell regarding recycling performance across district councils, the Head of Planning & Public Protection advised that performance across East Sussex, including in the city had significantly improved and offered to provide a more detailed response in writing.

97.7 **RESOLVED** – That, having considered the information and the reasons set out in the report, the following recommendations be accepted:

(1) That Cabinet approves the recommendation to publish the Draft Waste and Minerals Plan for a six week period of public consultation between 27 October and 8 December 2011, subject to any minor grammatical or editorial alterations that may be made by the Strategic Director, Place and in agreement with East Sussex County Council and the South Downs National Park Authority.

## 98. REPORT OF THE SECONDARY SCHOOL COMMISSION

98.1 The Cabinet considered a report of the Strategic Director, People concerning the report of the Secondary School Commission, which was set up to consider secondary school performance in the city and how to harness the educational assets of a highly educated adult workforce and the presence of three high performing further education establishments to improve the education provided in the city.

98.2 Councillor Mitchell welcomed the proposals within the report and highlighted the changing shape of Local Education Authorities. She stated that the council had a strong enabling to role play and must provide support headteachers. She added that the city had significant resources at its disposal to offer to young people to improve their education.

98.3 The Chair reported that he had attended the Headteachers Conference and that there was a willingness from all to buy in to the proposals.

98.4 Councillor G Theobald stated that good teaching was the key to success and questioned how performance would be managed if standards did not improve. He asked what other partnership models had been considered and what evidence there was to suggest that the trust model would improve standards.

98.5 In response to comments from Councillor G Theobald, Councillor Shanks explained that the connected schools initiative was an example of schools working together rather than in competition and that expanding this approach would drive standards up through collaboration. She stated that the council was keen for schools to remain under local authority control, but recognised that reduced resources made this difficult; however, by encouraging schools to share knowledge and supporting headteachers, performance would improve across the city.

98.6 The Lead Commissioner for Learning & Partnerships explained that a compact would be drawn up outlining what schools would need to achieve individually and collaboratively, what support would be available and the consequences of not meeting targets. Ofsted

and central Government had a role to play and governors would be encouraged to address issues as they arose. She reported that a range of worldwide models had been considered and that evidence suggested that the best approach was for schools to take ownership and work collaboratively.

98.7 **RESOLVED** – That, having considered the information and the reasons set out in the report, the following recommendations be accepted:

- (1) That Cabinet makes clear its aspiration that our secondary schools are to be performing in line with, or better than, the top quartile of similar schools by 2014;
- (2) That schools and the Council commit resources to offer all teachers the opportunities to become outstanding practitioners;
- (3) That the Lead Commissioner for Learning and Partnerships should work with secondary schools, academies and their governing bodies to agree a formal structure that requires secondary schools and academies to work together collaboratively, and to raise outcomes for all pupils at 16 in line with 2.1 and 2.2 above;
- (4) That the widest possible engagement of the communities served by the schools should be engaged in this development; and,
- (5) That this would include annual reports on progress to Cabinet and other key stakeholders.

## 99. LOCAL GOVERNMENT BOUNDARY REVIEW AT SALTDEAN

99.1 The Cabinet considered a report of the Strategic Director, Resources concerning recommendations made by Governance Committee in July 2011 relating to a potential review of the local government boundary at Saltdean.

99.2 The Chair explained that all three affected local authorities, Brighton & Hove City Council (BHCC), East Sussex County Council (ESCC) and Lewes District Council (LDC) had to support the review before it could proceed. While BHCC and ESCC were supportive of a review, LDC has not declared their position and appeared unlikely to be in favour; therefore, it was unwise to commit further resources until the LDC position was known.

99.3 In response to a question from Councillor Mitchell, the Monitoring Officer confirmed that informal discussions had taken place between officers, but that the matter had not been formally considered by Members of Lewes District Council.

99.4 The Chair made a commitment to put the proposals to the Leader of Lewes District Council when they next met.

99.5 **RESOLVED** – That, having considered the information and the reasons set out in the report, the following recommendations be accepted:

- (1) That Cabinet approves the recommendations of Governance Committee in relation to agenda item 10 of their meeting on 26 July 2011 set out in the extract of minutes at Appendix 1.
- (2) That Cabinet requests officers to submit a further report to Cabinet once the conditions required by Governance Committee are met.

#### **100. AN ARMED FORCES COMMUNITY COVENANT FOR BRIGHTON & HOVE CITY**

- 100.1 The Cabinet considered a report of the Strategic Director, Communities concerning the development of an Armed Forces Community Covenant for Brighton & Hove following the approval of a Notice of Motion at Council on 21 July 2011.
- 100.2 Councillor Duncan advised that the Notice of Motion had been proposed by Councillor G Theobald and not by the Mayor, as stated in the report. He explained that the council had a duty to meet the needs of all vulnerable groups, including Armed Forces communities and that the proposals within the report would enable the council to work towards establishing a Community Covenant. He advised that the work undertaken would be publicised as part of the plans for Remembrance Day.
- 100.3 Councillor G Theobald welcomed the report and stated that men and women in the Armed Forces should be treated as heroes. He urged the council to apply for funding made available by the Government as soon as possible.
- 100.4 Councillor Mitchell also welcomed the report and highlighted the importance of fostering good relations between the members of the Armed Forces and communities. She advised that care must be taken to prevent events for young people being used for recruitment.
- 100.5 **RESOLVED** – That, having considered the information and the reasons set out in the report, the following recommendations be accepted:
- (1) That a programme of activity be developed in consultation with the local armed forces community to form the Brighton & Hove Community Covenant, to enable publicity of existing initiatives as well as the development of new plans as appropriate.
  - (2) That Brighton and Hove apply for funds to support the Community Covenant by March 2012.
  - (3) That the plans for a Community Covenant and the engagement process be publicised on Remembrance Day 2011.

#### **101. RESILIENCE PLAN - MAJOR INCIDENT AND CORPORATE BUSINESS CONTINUITY PLAN 2011 AND POLICY DOCUMENT**

- 101.1 The Cabinet considered a report of the Strategic Director, Resources concerning the Major Incident and Corporate Business Continuity Plan 2011 and Policy Document.

101.2 Councillor Duncan advised the Plan had been brought before the Cabinet for the first time as part of the council's commitment to increased openness and transparency.

101.3 **RESOLVED** – That, having considered the information and the reasons set out in the report, the following recommendations be accepted:

- (1) That Cabinet notes and approves sections 1, 2, and 3 of the Major Incident and Corporate Business Continuity Plan 2011 and the policy document at appendix 1.

## 102. ICT STRATEGY 2011-2016

102.1 The Cabinet considered a report of the Strategic Director, Resources concerning the Information and Communication Technologies (ICT) Strategy, which set out the council's long term approach to the delivery of information and technical services.

102.2 Councillor J Kitcat thanked the ICT Team for their work on the strategy.

102.3 **RESOLVED** – That, having considered the information and the reasons set out in the report, the following recommendations be accepted:

- (1) That Cabinet approves the council's ICT Strategy 2011-2016 set out in full at Appendix 1.

## 103. WIDE AREA NETWORK PROCUREMENT

103.1 The Cabinet considered a report of the Strategic Director, Resources seeking approval to revise the term of the contract for the Wide Area Network from 5 years to 7 years and a revised option to extend the contract for a further period of up to 3 years (instead of 2).

103.2 The Chair highlighted the work of the South East 7 in relation to ICT and the potential for joint procurement.

103.3 **RESOLVED** – That, having considered the information and the reasons set out in the report, the following recommendations be accepted:

- (1) That Cabinet notes the previous approval for procurement of a new Wide Area Network for a contract term of 5 years with an option to extend for a further period of up to 2 years.
- (2) That Cabinet agrees to a revised term of the contract from 5 years to 7 years and a revised option to extend the contract for a further period of up to 3 years (instead of 2).

**PART TWO**

**104. PART TWO MINUTES OF THE SPECIAL MEETING, 16 SEPTEMBER 2011**

104.1 **RESOLVED** - That the Part Two minutes of the special meeting held on 16 September 2011 be approved as a correct record.

**105. PART TWO ITEMS**

105.1 The Cabinet considered whether or not any of the above items should remain exempt from disclosure to the press and public.

105.2 **RESOLVED** – That item 104, contained in Part Two of the agenda, remains exempt from disclosure to the press and public.

The meeting concluded at 6.00pm

Signed

Chair

Dated this

day of

**Subject:** Petitions  
**Date of Meeting:** 10 November  
**Report of:** Strategic Director, Resources  
**Contact Officer:** Name: Tanya Davies Tel: 29-1227  
E-mail: tanya.davies@brighton-hove.gov.uk  
**Key Decision:** No  
**Wards Affected:** Various

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

1.1 To receive any petitions presented at Council, any petitions submitted directly to Democratic Services or any e-Petition submitted via the council's website.

**2. RECOMMENDATIONS:**

2.2 That the Cabinet responds to the petition either by noting it or writing to the petition organiser setting out the Council's views, or where it is considered more appropriate, calls for an officer report on the matter which may give consideration to a range of options, including the following:

- taking the action requested in the petition
- considering the petition at a council meeting
- holding an inquiry into the matter
- undertaking research into the matter
- holding a public meeting
- holding a consultation
- holding a meeting with petitioners
- referring the petition for consideration by the council's Overview and Scrutiny Committee
- calling a referendum

**3. PETITIONS****3(i) Palace Pier**

To receive the following e-Petition and paper petition presented at Council on 20 October 2011 by Councillor Gill Mitchell and signed by 253 people:

*We the undersigned petition the council to recognise that the sale of this city's 1011 year old pier provides the perfect opportunity to actively work with any potential owner to ensure that the currently named 'Brighton Pier' is officially restored to its original name by which it is still affectionately known by local people today - 'the Palace Pier'.*

### **3(ii) Blatchington Mill School Hockey Pitches**

To receive the following paper petition presented by Mr Brian Fitch and signed by 15 people:

*We the undersigned , request the Cabinet to reject the proposals and the granting of a lease for the creation of an all-weather surface and installation of fifteen metre floodlighting, on Blatchington Mill School Playing Fields, for the following reasons:*

- *There will be a negative effect on the management of school facilities of the proposed number of users is achieved.*
- *The pupils will no longer have the use of the field for informal recreation during the school day and evenings.*
- *There is significant financial risk to the school maintaining current provisions if the agreement is not fulfilled and the income fails to cover the debt – the lease requested is for 100 years.*
- *The proposed use to achieve the required income will negatively effect the local residents and the environment with increased traffic, increased energy use and light pollution from floodlights.*

<b>Subject:</b>	<b>Treasury Management Policy Statement 2011/12 (including Annual Investment Strategy 2011/12) – Mid Year Review</b>		
<b>Date of Meeting:</b>	<b>10 November 2011</b>		
<b>Report of:</b>	<b>Director of Finance</b>		
<b>Lead Member</b>	<b>Cabinet Member for Finance &amp; Central Services</b>		
<b>Contact Officer:</b>	<b>Name: Peter Sargent</b>	<b>Tel: 29-1241</b>	
	<b>E-mail: peter.sargent@brighton-hove.gov.uk</b>		
<b>Key Decision:</b>	<b>No</b>		
<b>Wards Affected:</b>	<b>All</b>		

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

- 1.1 The Treasury Management Policy Statement 2011/12 (TMPS) and the Treasury Management Practices (including the schedules) for the year commencing 1 April 2011 were approved by Cabinet on 17 March 2011. Full Council approved the Annual Investment Strategy 2010/11 (AIS), which forms part of the TMPS, on 24 March 2011. The policy statement sets out the key role for treasury management, whilst the practices and schedules set out the annual targets for treasury management and the methods by which these targets shall be met. The AIS sets out the parameters within which investments can be made.
- 1.2 The purpose of this report is to advise of the action taken during the period April to September 2011 to meet the policy statement and practices and the investment strategy.

**2. RECOMMENDATIONS:**

- 2.1 That Cabinet endorses the action taken during the half-year to meet the Treasury management policy statement and associated treasury management practices and the Annual investment strategy.
- 2.2 That Cabinet notes the maximum indicator for risk agreed at 0.05% has not been exceeded.
- 2.3 That Cabinet notes the authorised limit and operational boundary set by the Council have not been exceeded.

### 3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

#### *Overview of markets*

- 3.1 The first half-year has seen major financial turbulence within the global economy. Issues around Euro zone sovereign debt, in particular Greece, Portugal and Ireland, continue to affect the financial markets. The bail-out fund approved by various countries in September has brought temporary relief to financial markets but does not provide a credible remedy to the scale of the sovereign debt problem. In the United States the debate around, and eventual approval of, increasing the sovereign debt cap led to a downgrade of the US sovereign rating by the major rating agencies.
- 3.2 In the UK the bias of policy decisions by the Bank of England continued towards stimulating the economy with official rates remaining at ½% and quantitative easing (QE) unchanged at £200 billion. With UK economic growth forecasts being revised downwards the Bank agreed at its meeting in October 2011 to increase QE by a further £75 billion.
- 3.3 A commentary on the markets is set out in Appendix 1 to this report.

#### *Treasury management strategy*

- 3.4 A summary of the action taken in the six months to September 2011 is provided in Appendix 2 to this report. The main points are:
- no new long-term debt has been raised. Two loans totalling £6 million matured on 30<sup>th</sup> September 2011;
  - no short-term debt has been raised in the half-year;
  - the level of investments made by the in-house treasury team as at 30 September 2011 totalled £31.4m, a decrease of £1.2m during the half-year;
  - the level of investments made by the cash manager as at 30 September 2011 totalled £24.5m, an increase of £0.1m during the half-year;
  - the return on investments by the in-house treasury team and cash manager has significantly exceeded the target rate;
  - the two borrowing limits approved by Budget Council in March 2011 – the ‘authorised limit’ and ‘operational boundary’ – have not been exceeded in the first half of the year.
- 3.5 Treasury management activity in the half-year has focused on a short-term horizon as summarised in the table below.

	Amount invested 1 April to 30 Sept 2011			
	Fixed deposits	Money market funds	Total	
Up to 1 week	£98.1m	£108.0m	£206.1m	70%
Between 1 week and 1 mth	£24.7m	-	£24.7m	8%
Between 1 month and 3 mths	£28.2m	-	£28.2m	10%
Over 3 mths	£33.8m	-	£33.8m	12%
	£184.8m	£108.0m	£292.8m	100%

- 3.6 Capital risk on the investment portfolio continues to be the primary objective for the council's investment strategy. The investment counterparty list approved by the Council in March 2011 reflected low risk investment parameters and these parameters have not changed during the first half-year. The majority of investments made in the half-year were for 7 days or less. The average period for fixed deposits (i.e. excluding money market funds) was around 13 days. The average amount invested in money market funds was £19.9 million.

### **Security of investments**

- 3.7 A summary of investments made by the in-house treasury team and outstanding as at 30 September 2011 is tabled below. The table shows that investments continue to be held in high quality, short-term instruments.

	Balance o/s 30 Sept 2011	
Local authorities	£5.0m	16%
'AAA' rated institutions / funds	£13.4m	43%
'AA' rated institutions / funds	£8.0m	25%
Top 7 building societies not included above	£5.0m	16%
	£31.4m	100%
Period – less than one week	£13.4m	43%
Period – between one week and one month	£13.0m	41%
Period – between one month and three months	-	-
Period – over three months	£5.0m	16%
	£31.4m	100%

### **Risk**

- 3.8 As part of the investment strategy for 2011/12 the Council agreed a maximum risk indicator of 0.05%. The indicator is a simple target that measures the risk within the investment portfolio based on counterparty risk and length of investment. The indicator set for 2011/12 is consistent with the investment parameters set out in the AIS.
- 3.9 The following table summarises the maximum indicator for each month in the half-year period and confirms investments have been made in high quality counterparties.

	Apr 11	May 11	Jun 11	Jul 11	Aug 11	Sep 11
Maximum risk indicator	0.011%	0.011%	0.013%	0.014%	0.009%	0.005%

### **Performance**

- 3.10 The following table summarises the performance on investments compared with the budgeted position and the benchmark rate.

(*) <i>Annualised rates</i>	In-house investments		Cash manager investments	
	Average balance	Average rate (*)	Average balance	Average rate (*)
Budget 2011/12 – full year	£26.6m	0.94%	£24.3m	1.03%
Actual to end Sept 2011	£58.3m	0.80%	£24.4m	1.02%
Benchmark rate (i.e. average market rate) to end Sept 2011	-	0.46%	-	0.46%

### ***Rating changes since end of September***

- 3.11 On 7<sup>th</sup> October 2011 the rating agency Moody's announced its' well publicised change to the ratings of a number of UK financial institutions. These changes have been driven by the agency's review of the likelihood of financial support in the event of financial difficulties and follow similar reviews in Spain, France and the United States.
- 3.12 Appendix 2 to this report summarises the changes made and the impact on the council's approved investment schedule. In all bar two cases the change has made no difference to the investment limits previously advised – the two exceptions being:
- Santander (UK) plc – a reduction in the maximum investment period of investment from 2 years to 1 year;
  - Leeds Building Society – a reduction in the maximum investment period of investment from 1 year to 6 months.
- 3.13 The limit for the Co-operative Bank, although showing a reduction to £5m under the council's investment matrix, will continue to be £10m to reflect their role as the council's bankers and the maximum one month exposure on any investment.

## **4. CONSULTATION**

- 4.1 The council's external treasury advisors have been consulted in the drafting of this report. No other consultation was necessary.

## **5. FINANCIAL & OTHER IMPLICATIONS:**

### Financial Implications:

- 5.1 The financial implications arising from the action taken under the TMPS are included in Financing Costs. The month 6 forecast for financing costs shows an overspend of £185,000 due primarily to interest rates remaining lower for longer than forecast when the budget was set and thereby reducing investment income and the recharge of interest to the HRA.

*Finance Officer Consulted: Peter Sargent*

*Date: 10/10/11*

### Legal Implications:

- 5.2 Action under the TMPS must be in accordance with Part I of the Local Government Act 2003 and regulations issued thereunder. Relevant guidance also needs to be taken into account.

- 5.3 This report is for information purposes only and as such it is not considered that anyone's rights under the Human Rights Act will be adversely affected by it.

*Lawyer Consulted: Abraham Ghebre-Ghiorghis Date: 10/10/11*

Equalities Implications:

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

Sustainability Implications:

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

Crime & Disorder Implications:

- 5.6 There are no direct implications arising from this report

Risk & Opportunity Management Implications:

- 5.7 The continuing uncertainty in the financial markets means the increased risk in lending has not abated. The action taken in the first six months of 2011/12 has resulted in the council reducing capital risk on its investment portfolio.

- 5.8 The position will be regularly monitored and, when confidence returns to the financial markets, opportunities to raise new borrowing and rebuild the investment portfolio will be considered.

Corporate / Citywide Implications:

- 5.9 Investment income is used to support the budget requirement for the council. Any action taken to reduce the risk of capital loss will have a downward impact on the level of interest received.

**6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 6.1 This report sets out action taken in the six months to September 2011. No alternative options are therefore considered necessary.

**7. REASONS FOR REPORT RECOMMENDATIONS**

- 7.1 The TMPS requires the Director of Finance & Resources to report on the action taken by the council in meeting borrowing limits and investment parameters after the first 6 months and at the end of the financial year. This report fulfils the first reporting requirement.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Market Overview – April to September 2011
2. A summary of the action taken in the period April to September 2011
3. Performance and balances

### **Documents In Members' Rooms**

None

### **Background Documents**

1. Part I of the Local Government Act 2003 and associated regulations
2. The Treasury Management Policy Statement and associated schedules 2011/12 approved by Cabinet on 17 March 2011
3. The Annual Investment Strategy 2011/12 approved by full Council on 24 March 2011
4. Papers held within Strategic Finance, Finance
5. The Prudential Code for Capital Finance in Local Authorities published by CIPFA 2003

Market Overview – April to September 2011  
(courtesy of Sector)

Global economy

The Euro zone sovereign debt crisis continued with Spain, and particularly Italy, being the focus of renewed market concerns that they may soon join with Greece, Ireland and Portugal in needing assistance. This uncertainty and the lack of a co-ordinated or credible Euro zone response, left commentators concerned over the potential impact of sovereign default and resulting effect on the Euro zone banking sector. The approval by various countries of the €440bn bail out fund in September has brought temporary relief to financial markets but this does not provide a credible remedy to the scale of the Greek debt problem or the sheer magnitude of the potential needs of other countries for support.

This, coupled with political difficulties in the United States over their plans to address the budget deficit, the size and control over the US sovereign debt, and the subsequent loss of the AAA credit rating from Standard and Poor's, has led to a much more difficult and uncertain outlook for the world economy.

Growth prospects in the US, UK and the euro zone have been lower than expected, with future prospects similarly cut. Whilst not a central view, concerns of a double dip recession in some Western countries have increased. World stock markets fell in the second quarter of 2011/12 as a consequence.

UK economy

Following zero growth in the final half of 2010/11 the UK economy grew by a weaker than expected 0.1% in the first quarter of 2011/12, providing a knock on effect to future growth prospects. Growth prospects will be governed by UK consumer sentiment, which is currently subdued due to falling disposable income. Higher VAT, overhanging debt, high inflation and concerns over employment are likely to weigh heavily on consumers into the future.

The announcement by the Bank of England on 6 October 2011 of a second round of quantitative easing of £75bn emphasised how seriously the Bank's Monetary Policy Committee (MPC) now views recession as being a much bigger concern than inflation. Although inflation remains above target, the MPC's expectation of future falls resulting in an under-shoot of its 2% target opened the way for this new round of quantitative easing.

International investors continue to view UK government gilts as being a safe haven from the EU sovereign debt crisis. The consequent increase in demand for gilts has helped to add downward pressure on gilt yields and sent PwLB borrowing rates to low levels.

Outlook for the next six months

Sector, the council's external treasury consultants, have advised there remain huge uncertainties in economic forecasts, with the risks to economic growth on the downside (that is the risks could be understated). Sector's forecasts indicate a continuation of low growth in the UK, with the Bank Rate to remain at current levels (½%) until June 2013. Long-term rates are expected to increase primarily due to the need for a high volume of gilt / debt issuance in the UK and other major western countries (although the increase may be postponed until 2012 as the current safe haven status of the UK continues.)

Sector's interest rate forecast

The following table sets out Sector's interest rates forecasts to March 2015.

	NOW	Dec-11	Mar-12	Jun-12	Sep-12	Dec-12	Mar-13	Jun-13	Sep-13	Dec-13	Mar-14	Jun-14	Sep-14	Dec-14	Mar-15
<b>BANK RATE</b>	0.50	0.50	<b>0.50</b>	0.50	0.50	0.50	<b>0.50</b>	0.50	0.75	1.00	<b>1.25</b>	1.50	2.00	2.25	<b>2.50</b>
3 month LIBID	0.75	0.70	<b>0.70</b>	0.70	0.70	0.70	<b>0.75</b>	0.80	0.90	1.20	<b>1.40</b>	1.60	2.10	2.40	<b>2.60</b>
6 month LIBID	1.00	1.00	<b>1.00</b>	1.00	1.00	1.00	<b>1.10</b>	1.20	1.40	1.60	<b>1.80</b>	2.00	2.50	2.70	<b>2.90</b>
12 month LIBID	1.50	1.50	<b>1.50</b>	1.50	1.50	1.60	<b>1.70</b>	1.80	1.90	2.20	<b>2.40</b>	2.60	3.10	3.20	<b>3.30</b>
5 yr PWLB	2.30	2.30	<b>2.30</b>	2.30	2.30	2.40	<b>2.50</b>	2.60	2.70	2.80	<b>2.90</b>	3.10	3.30	3.50	<b>3.70</b>
10 yr PWLB	3.30	3.30	<b>3.30</b>	3.30	3.40	3.40	<b>3.50</b>	3.60	3.70	3.80	<b>4.00</b>	4.20	4.40	4.60	<b>4.80</b>
25 yr PWLB	4.20	4.20	<b>4.20</b>	4.20	4.30	4.30	<b>4.40</b>	4.50	4.60	4.70	<b>4.80</b>	4.90	5.00	5.10	<b>5.20</b>
50 yr PWLB	4.30	4.30	<b>4.30</b>	4.30	4.40	4.40	<b>4.50</b>	4.60	4.70	4.80	<b>4.90</b>	5.00	5.10	5.20	<b>5.30</b>

## Summary of action taken in the period April to September 2011

### Treasury Management Strategy

#### ***New long term borrowing***

No new long-term borrowing raised in the first six months.

#### ***Debt maturity***

Two loans totalling £6 million matured in the first six months.

Lender options, where the lender has the exclusive option to request an increase in the loan interest rate and the council has the right to reject the higher rate and repay instead, on four loans were due in the 6 month period but no option was exercised.

#### ***Debt restructuring***

Opportunities to restructure the debt portfolio are severely restricted under changes introduced by the Public Works Loan Board in October 2007. No restructuring was undertaken in the first 6 months.

#### ***Weighted average maturity profile***

The weighted average maturity period of the debt portfolio has increased (as a consequence of the two maturities notified above) from 34.7 years to 35.4 years.

#### ***Capital financing requirement***

The prudential code introduces a number of indicators that compare 'net' borrowing (i.e. after deducting investments) with the capital financing requirement (CFR) – the CFR being amount of capital investment met from borrowing that is outstanding. Table 2 compares the CFR with net borrowing and actual borrowing.

Table 2 – Capital financing requirement compared to debt outstanding

	1 April 2011	30 Sept 2011	Movement in period
Capital financing requirement (CFR)	£294.5m		
Less PFI element	-£29.5m		
Net CFR	£265.0m	<sup>(*)</sup> £290.8m	+£25.8m
Long-term debt	£185.7m	£179.7m	-£6.0m
Investments – in house team	-£32.6m	-£31.4m	+£1.2m
Investments – cash manager	-£24.4m	-£24.5m	-£0.1m
Net debt	£128.7m	£123.8m	-£4.9m
O/s debt to CFR (%)	79.3%	61.8%	-17.5%
Net debt to CFR (%)	48.6%	42.6%	-6.0%

<sup>(\*)</sup> projected 31 March 2012

Traditionally the level of borrowing outstanding is at or near the maximum permitted in order to reduce the risk that demand for capital investment (and hence resources) falls in years when long-term interest rates are high (i.e. interest rate risk). However given the continued volatility and uncertainty within the financial markets, the council has maintained the strategy to keep borrowing at much lower levels (as investments are used to repay debt). Currently outstanding debt represents 62% of the capital financing requirement.

**Cash flow debt / investments**

The TMPs states that “The council will maintain an investment portfolio that is consistent with its long term funding requirements, spending plans and cash flow movements.”

An analysis of the cash flows reveals a net surplus for the first six-months of £4.8m. The surplus has been applied to part fund the repayment of long-term debt (-£6.0m), with the balance funded from a reduction in investments (+£1.2m) (Table 3).

Table 3 – Cash flow April to September 2011

	Payments	Receipts	Net cash
Total for period	£440.9m	£445.7m	+£4.8m
Long-term debt repaid			-£6.0m
Reduction in investments			+£1.2m
Net movement			-£4.8m

**Prudential indicators**

Budget Council approved a series of prudential indicators for 2011/12 at its meeting in March 2011. Taken together the indicators demonstrate that the council’s capital investment plans are affordable, prudent and sustainable.

In terms of treasury management the main indicators are the ‘authorised limit’ and ‘operational boundary’. The authorised limit is the maximum level of borrowing that can be outstanding at any one time. The limit is a statutory requirement as set out in the Local Government Act 2003. The limit includes ‘headroom’ for unexpected borrowing resulting from adverse cash flow.

The operational boundary represents the level of borrowing needed to meet the capital investment plans approved by the council. Effectively it is the authorised limit minus the headroom and is used as an in-year monitoring indicator to measure actual borrowing requirements against budgeted forecasts.

Table 4 compares both indicators with the maximum debt outstanding in the first half year.

Table 4 – Comparison of outstanding debt with Authorised Limit and Operational Boundary 2011/12

	Authorised limit	Operational boundary
Indicator set	£367.0m	£355.0m
Less PFI element	-£62.0m	-£62.0m
Indicator less PFI element	£305.0m	£293.0m
Maximum amount o/s in first half of year	£185.7m	£185.7m
Variance	(*)£119.3m	£107.3m

(\*) can not be less than zero

**Performance**

The series of charts in Appendix 3 provide a summary of the performance for both the debt and investment portfolios.

In summary the key performance is as follows:

- Chart 1 shows the average cost of the long-term debt portfolio has increased marginally (following the maturity of two loans at 3.99%) from 4.82% to 4.85% during the half-year.
- Chart 2 shows that the level of investment managed by the cash managers and the in-house treasury team. The sum invested via the cash manager increases as investment income is reinvested, whereas investment by the in-house team includes cash flow investments and therefore fluctuates throughout each month. The chart reflects the marginal decrease in investments following the maturity of long-term loans in the first six months.
- Chart 3 compares the returns achieved on external investments with the benchmark rate of 7-day LIBID (London Inter-bank Bid Rate) rate for the in-house treasury team and 7-day LIBID rate (compounded) for the cash manager. The chart confirms that during the six months to September 2011:
  - the investment performance of the in-house treasury team has exceeded the target rate (which is 105% of the benchmark rate), and
  - the investment performance of the cash manager has exceeded the target rate (which is 115% of the benchmark rate).

**Approved organisations – investments**

No new organisations have been added to the list approved in the AIS 2011/12.

A number of changes to the short-term and long-term ratings have been assessed by the credit rating agencies (most notably Moodys) in response to a review of the systemic support for UK financial institutions. The following table summarises these changes (highlighted in bold) and the impact on the council’s approved investment schedule.

F = Fitch M = Moodys SP = Standard & Poors	Short term			Long term			Maximum	
	F	M	SP	F	M	SP	Amt	Ped

**BANKS**

Clydesdale – AIS	F1+	P-1	A-1	AA-	A1	A+	£5m	1 yr
Clydesdale – Latest	<b>F1</b>	P-1	A-1	<b>A+</b>	<b>A2</b>	A+	No change	
Cooperative – AIS	F2	P-1		A-	A2		£10m	1 mth
Cooperative – Latest	F2	<b>P-2</b>		A-	<b>A3</b>		<b>£5m</b>	1 mth
Lloyds – AIS	F1+	P-1	A-1	AA-	Aa3	A+	£5m	1 yr
Lloyds – Latest	F1+	P-1	A-1	AA-	A1	A+	No change	
RBS – AIS	F1+	P-1	A-1	AA-	Aa3	A+	£5m	1 yr
RBS – Latest	F1+	P-1	A-1	AA-	<b>A2</b>	A+	No change	
Santander – AIS	F1+	P-1	A-	AA-	Aa3	AA	£10m	2 yr

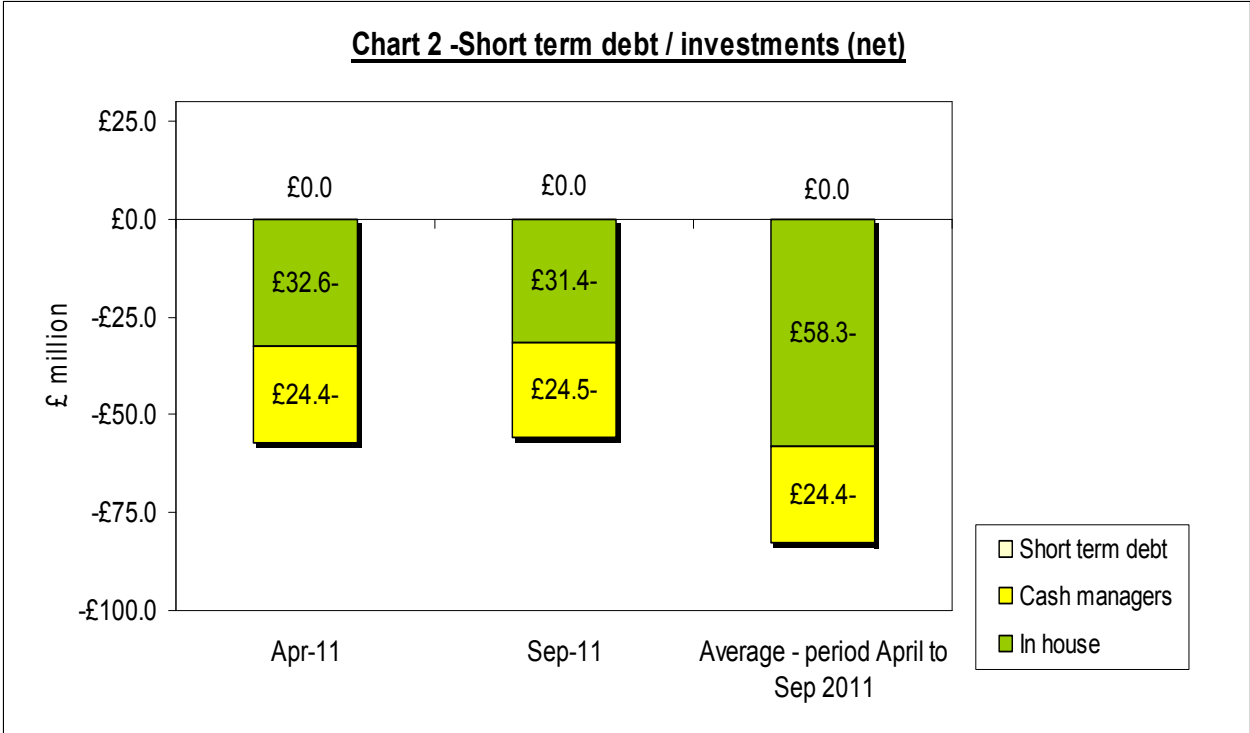
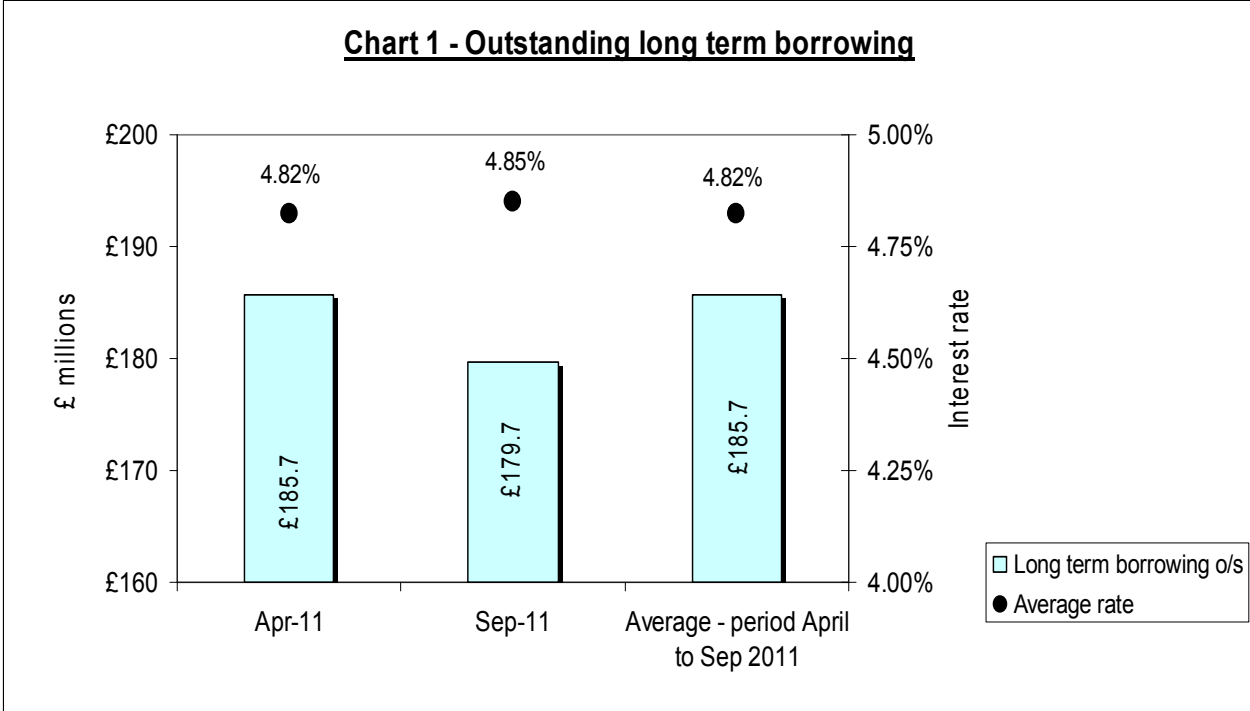
## Item 116 Appendix 2

Santander – Latest	F1+	P-1	A-	AA-	<b>A1</b>	AA	£10m	<b>1 yr</b>
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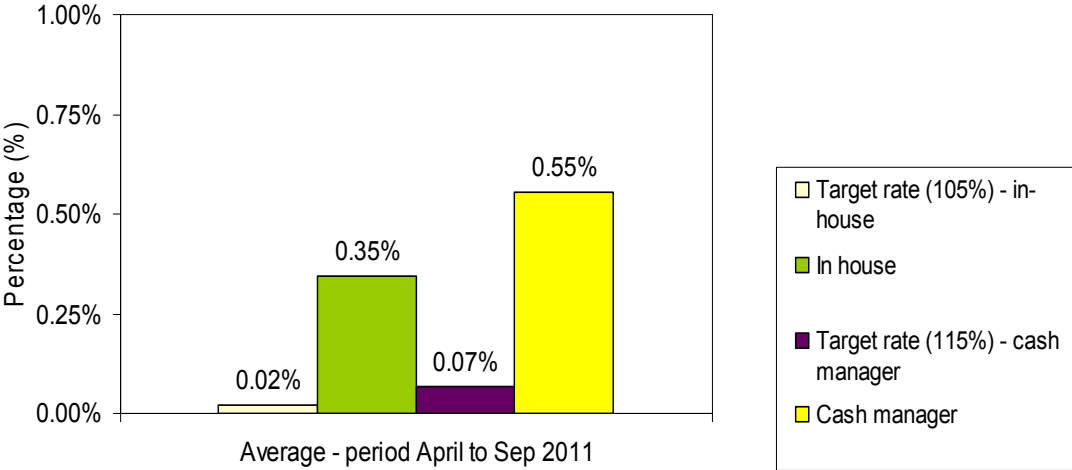
### **BUILDING SOCIETIES**

Leeds – AIS	F1	P-1		A	A2		£5m	1 yr
Leeds – Latest	F1	<b>P-2</b>		A	<b>A3</b>		£5m	<b>6 mth</b>
Nationwide – AIS	F1+	P-1	A-1	AA-	Aa3	A+	£5m	1 yr
Nationwide – Latest	F1+	P-1	A-1	AA-	<b>A2</b>	A+	No change	
Principality – AIS	F2	P-2		BBB+	Baa2		£5m	6 mth
Principality – Latest	F2	<b>NP</b>		<b>BBB</b>	<b>Ba1</b>		No change	
Skipton – AIS	F2	P-2		A-	Baa1		£5m	6 mth
Skipton – Latest	F2	<b>NP</b>		A-	<b>Ba1</b>		No change	
West Bromwich – AIS	F3	P-3		BBB-	Baa3		£5m	6 mth
West Bromwich – Latest	F2	<b>NP</b>		BBB-	<b>B2</b>		No change	
Yorkshire – AIS	F2	P-2	A-2	A-	Baa1	A-	£5m	6 mth
Yorkshire – Latest	F2	P-2	A-2	A-	<b>Baa2</b>	A-	No change	

**Performance and balances**



**Chart 3 - Performance indicators (annualised) : variation from benchmark (x axis) and target rate (105% / 115% times benchmark)**



<b>Subject:</b>	<b>Permanent arrangements for the management of Connaught Infant School</b>		
<b>Date of Meeting:</b>	<b>10 November 2011</b>		
<b>Report of:</b>	<b>Strategic Director, Place</b>		
<b>Lead Member:</b>	<b>Cabinet Member for Children &amp; Young People</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Gil Sweetenham</b>	<b>Tel: 29-3474</b>
	<b>E-mail:</b>	<b>gil.sweetenham@brighton-hove.gov.uk</b>	
<b>Key Decision:</b>	<b>Yes</b>	<b>Forward Plan No: CAB25603</b>	
<b>Wards Affected:</b>	<b>All</b>		

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

- 1.1 The Council negotiated with City College and acquired a thirty year lease of the Connaught Building. The CMM report of 10 December 2010 detailed the interim arrangements for the management and refurbishment of the Connaught Building as infant provision.
- 1.2 Interim arrangements were agreed with the Governing Body and Headteacher of West Hove Infant School for them to run the Connaught Building as an extension of their school for a period of two years from September 2011.
- 1.3 Governors at West Hove Infant School will review this arrangement in January 2012.

**2. RECOMMENDATIONS:**

- 2.1 That Cabinet agrees that West Hove Infant School manage the Connaught Building permanently from September 2012.

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

- 3.1 The Connaught Building opened in September 2011 as part of West Hove Infant School.
- 3.2 The school opened with three reception classes offering 90 places to children within the city.
- 3.3 For September 2011 there were over 200 applications for a reception class place at the school.

3.4 The options and plans for the Junior classes to support the three forms of entry at the Connaught Building are presented in a separate paper to Cabinet.

3.5 These Junior classes will need to be in place for September 2014

#### **4. CONSULTATION**

4.1 The Council has worked closely with the Headteacher and Governing Body of West Hove Infants throughout the establishment of the Connaught Building as a temporary part of their school.

4.2 Consultation with the Governing Body in July 2011 concluded that Governors will make their final decision, as to whether they would support the temporary arrangement becoming permanent for September 2012, in January 2012

#### **5. FINANCIAL & OTHER IMPLICATIONS:**

##### Financial Implications:

5.1 There are no direct financial implications as a result of the recommendation in this paper

*Finance Officer Consulted: Andy Moore*

*Date: 20/10/11*

##### Legal Implications:

5.2 If the Governing Body of West Hove Infants School agree to manage the Connaught building permanently from September 2012 such an arrangement would constitute a permanent expansion to the school. It would then be necessary for the Authority to follow the procedures as set out in section 19 of the Education and Inspections Act 2006 for proposed school expansions, which require formal consultation and the subsequent publication of statutory notices.

*Lawyer Consulted: Serena Kynaston*

*Date: 19/10/11*

##### Equalities Implications:

5.3 Planning and provision of school places is conducted in such a way as to avoid potentially discriminatory admissions priorities or planning processes. The city council and voluntary aided school governing bodies must be mindful of best practice as described in the Admission Code of Practice.

##### Sustainability Implications:

5.4 All new extensions to Brighton and Hove Schools utilise, where ever possible, environmental and sustainable principles such as higher than minimum insulation levels, the use of efficient gas condensing boilers, under floor heating, solar shading and natural ventilation. Materials are sourced from sustainable sources where ever possible.

#### Crime & Disorder Implications:

- 5.5 By including the community in the development and use of the facilities at the schools crime and disorder in the local area will be reduced. This will be further improved by offering extended use of the facilities to the community outside of the school day

#### Risk and Opportunity Management Implications:

- 5.6 It is important that this opportunity is taken to ensure the future provision of learning and teaching, and continuing improvement in standards of education in the city.

#### Corporate / Citywide Implications:

- 5.7 The conversion of the Connaught Building into a tree form entry annexe to West Hove Infant School has been essential in providing additional places in the Hove area.

### **6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 6.1 The options for the permanent arrangement for the Connaught Building from September 2012 are:

- The permanent establishment of the interim arrangement with West Hove Infant School
- An extension to an existing school, other than West Hove Infants School.

- 6.2 If neither of these options is adopted then a third option would be for the Connaught Building to become a separate Infant School run as an academy or free school from September 2013

### **7. REASONS FOR REPORT RECOMMENDATIONS**

- 7.1 Given the number of applicants for places in reception classes at the Connaught Building, and expressed parental and community support for the interim work of West Hove Infant School in managing the site, officers believe the interim arrangements should become permanent as soon as possible.
- 7.2 Making the interim arrangement permanent will reassure local parents and the community that they have a permanent local infant school and sufficient places for the rising number of local children..
- 7.3 Making the interim arrangement permanent will enable West Hove Infant School to properly plan ahead for the Connaught Building regarding staffing and parental and community links.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

None

### **Documents In Members' Rooms**

None

### **Background Documents**

1. CMM paper titled The Connaught Building – the infant stage of a new primary school for Hove, 10 December 2010

<b>Subject:</b>	<b>Options for additional reception classes for September 2012: Proposed Temporary Expansion of Goldstone, Westdene, Queens Park and Connaught</b>		
<b>Date of Meeting:</b>	<b>10 November 2011</b>		
<b>Report of:</b>	<b>Strategic Director, People</b>		
<b>Lead Member:</b>	<b>Cabinet Member for Children &amp; Young People</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Gil Sweetenham</b>	<b>Tel: 29-3474</b>
	<b>E-mail:</b>	<b>gil.sweetenham@brighton-hove.gov.uk</b>	
<b>Key Decision:</b>	<b>Yes</b>	<b>Forward Plan No: CAB25601</b>	
<b>Wards Affected:</b>	<b>All</b>		

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

- 1.1 Projected pupil numbers for the city has shown that for September 2012 there is an increase in reception class numbers of 120 children.
- 1.2 These numbers can be accommodated in the city as there are sufficient reception class places in total.
- 1.3 However annual analysis of post code data and demographic changes shows that the majority of the additional places needed are in Hove and on the Brighton/Hove border, areas where there is no spare capacity.
- 1.4 The Council has committed to providing local places for local children wherever possible.
- 1.5 Rather than send children out of their local area the Council proposes to extend, for one year only, the intake number at four schools in the area where numbers have risen.

**2. RECOMMENDATIONS:**

- 2.1 That Cabinet agrees that officers should consult formally with Queens Park Primary School, Goldstone Primary School, Westdene Primary School and West Hove Infant School (Connaught Building) regarding each school taking an additional reception class in September 2012.
- 2.2 That Cabinet agrees that officers should consult other schools in the city regarding the proposal in 2.1.
- 2.3 Following the Consultation officers will report back to Cabinet in January 2012

### **3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:**

- 3.1 The need for additional reception class places in the City over the last three years has been addressed by providing permanent additional forms of entry at Davigdor Infant School, Benfield Primary School, The Connaught Building (through West Hove Infants), Goldstone Primary School, Westdene Primary School and Queens Park Primary School, a total of 8.5 forms. A further form of entry has been added to West Blatchington Primary School on a temporary basis
- 3.2 Annex 1 shows the projection of primary numbers highlighting the 'spike' in numbers for September 2012 and the number of reception places in total across the city.
- 3.3 The only vacant reception class places are in the East of the City, a significant distance from the post code areas showing increased numbers.
- 3.4 The expansion of Queens Park Primary School, Goldstone Primary School, Westdene Primary School and West Hove Infant School (Connaught Building) has given each school a number of new classrooms that will be empty in September 2012.
- 3.5 Classrooms at each school will remain empty until the schools have filled up with their natural intake.
- 3.6 This will mean that towards the end of the additional intakes primary education temporary classrooms will need to be provided.
- 3.7 These proposals are consistent with Government policy of expanding popular schools and the use of vacant accommodation.

### **4. CONSULTATION**

- 4.1 Officers have discussed their proposals informally with the Headteacher and Governors at Queens Park and West Hove Infant (Connaught Building) schools who have both agreed in principle to the proposal.
- 4.2 Officers have discussed their proposal informally with the Governors at Westdene Primary school and they have objected to the proposal on grounds of school organisation of classes and a potential increase in parking issues outside of the school premises.
- 4.3 Officers have discussed their proposal informally with the Headteacher of Goldstone Primary school and the Governors have written to object to the proposal based on the disruption caused to the schools following on from years of building expansion. And concerns about community disquiet re parking..
- 4.4 Officers have had an initial discussion with the Office of the Schools Adjudicator who will not consider this in-year variation until the proposal is formally confirmed. His initial view, however, is that the proposal to temporarily increase numbers as a result of increased pressure in certain areas will fit within the criteria for 'in-year' variations. This would ensure that the temporary increase proposed does not become permanent for future years.

## **5. FINANCIAL & OTHER IMPLICATIONS:**

### Financial Implications:

- 5.1 There are no direct financial implications as a result of the recommendations in this paper. Any implications as a result of the consultations will be included within the paper to Cabinet in January 2012

*Finance Officer Consulted: Andy Moore*

*Date: 20/10/11*

### Legal Implications:

- 5.2 Under section 88E of the School Standards and Framework Act 1998 Local Authorities can make an application to the Schools Adjudicator for an in-year variation to school admissions arrangements, where there has been a major change in circumstances since the time that the arrangements were determined. This report outlines the projected increases in reception class numbers for September 2012, and the potential difficulties in providing local places for local children. As the Authority is under a statutory duty to ensure that there are sufficient school places in the city, and also wishes to ensure that they are in the geographical areas which will have no spare capacity, a referral to vary the determined admission arrangements will be necessary in order to make the proposed changes.
- 5.3 Before making the referral to the Adjudicator the Authority is required to consult with all affected schools.

*Lawyer Consulted: Serena Kynaston*

*Date: 19/10/11*

### Equalities Implications:

- 5.4 Planning and provision of school places is conducted in such a way as to avoid potentially discriminatory admissions priorities or planning processes. The city council and voluntary aided school governing bodies must be mindful of best practice as described in the Admission Code of Practice.

### Sustainability Implications:

- 5.5 All new extensions to Brighton and Hove Schools utilise, where ever possible, environmental and sustainable principles such as higher than minimum insulation levels, the use of efficient gas condensing boilers, under floor heating, solar shading and natural ventilation. Materials are sourced from sustainable sources where ever possible.

### Crime & Disorder Implications:

- 5.6 By including the community in the development and use of the facilities at the schools crime and disorder in the local area will be reduced. This will be further improved by offering extended use of the facilities to the community outside of the school day

Risk and Opportunity Management Implications:

- 5.7 It is important that this opportunity is taken to ensure the future provision of learning and teaching, and continuing improvement in standards of education in the city.

Corporate / Citywide Implications:

- 5.8 These proposals are an essential element in providing additional places in local areas for local children.

**6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 6.1 The other options available to the Council are:

- To send children outside of their local area to vacant places in the east of the City
- To extend other schools in the area of need by adding mobile accommodation funded from the schools capital programme.

**7. REASONS FOR REPORT RECOMMENDATIONS**

- 7.1 The proposal represents the best option to satisfy the need for local places for local children and best value in that they use empty classrooms already provided from the Councils schools capital programme.

**SUPPORTING DOCUMENTATION**

**Appendices:**

1. Primary Number Projections

**Documents In Members' Rooms**

None

**Background Documents**

None

## Primary Number Projections

Below is a table showing the forecasts of overall pupil numbers in the primary sector between now and the 2015/16 Academic year.

Primary numbers								
Year	R	1	2	3	4	5	6	Total
11 12	2766	2573	2501	2455	2416	2336	2355	17402
12 13	2915	2766	2573	2501	2455	2416	2336	17962
13 14	2836	2915	2766	2573	2501	2455	2416	18462
14 15	2668	2836	2915	2766	2573	2501	2455	18714
15 16	2775	2668	2836	2915	2766	2573	2501	19034

figure in gold is children who have been allocated a place for a reception year place in September 2011  
 figures in red are children born but not yet in school and are based on 2010 GP registration data  
 figures in lime are children already in B&H schools and are based on May 2011 census figures  
 figures in blue are children not yet born and are based on an average of previous years

The numbers of children likely to be requiring a school place in Year R in September 2012 is 2,915. Taking into account all the Reception year places in the city there are a total of 2,910 reception year places available each year. This includes the new places we have provided at Goldstone, Queens Park, Westdene and Connaught for September 2011. This number also takes into account all Reception year places within schools which have not historically filled in the East of the City.

In total we will have 5 less Reception year places in the City as a whole for the number of pupils likely to be looking for a place.

Annual post code data shows that 82 places will be required by children living in the BN3 1 to BN3 8 postcode area (Hove), with a further 38 places living in areas still a significant distance from the East of the City.

Figures for the years beyond September 2012 show the number of places required to be more manageable within the existing primary school estate.

Gil Sweetenham  
 October 2011



<b>Subject:</b>	<b>Proposed options for the provision of 3 Junior forms in Hove and Portslade</b>		
<b>Date of Meeting:</b>	<b>10 November 2011</b>		
<b>Report of:</b>	<b>Strategic Director, People</b>		
<b>Lead Member:</b>	<b>Cabinet Member for Children &amp; Young People</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Gil Sweetenham</b>	<b>Tel: 29-3474</b>
	<b>E-mail:</b>	<b>Gil.sweetenham@brighton-hove.gov.uk</b>	
<b>Key Decision:</b>	<b>Yes</b>	<b>Forward Plan No: CAB25599</b>	
<b>Wards Affected:</b>	<b>All</b>		

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

- 1.1 Current and projected pupil numbers for the city as a whole show there is an immediate and ongoing need for additional school places in the city as a whole. This need is most acute in south central hove and on the Brighton / Hove border.
- 1.2 The most immediate need for places has been addressed by providing one permanent additional form of entry at Davigdor Infant and Somerhill Junior Schools, Goldstone Primary School, and Westdene Primary School and half a form of entry at Queens Park Primary School. In addition the Connaught building in Hove has been brought back into use as a three form infant school and Benfield Junior School has been changed into a two form entry primary school.
- 1.3 The result of these changes means that we now need to secure an additional three forms of entry for junior pupils in Hove and three forms of entry for junior pupils in Portslade.
- 1.3 This report sets out the options available to provide these places.

**2. RECOMMENDATIONS:**

- 2.1 That Cabinet approves the undertaking of negotiations for the conversion of St Nicolas VA Junior School into a four form entry junior school and the expansion of St Peter's Infant School into a one form entry Primary School for September 2013.
- 2.2 That the results of the negotiations be reported to the Cabinet in January 2012 for consideration.
- 2.3 That Cabinet approves the undertaking of further investigations on the options within this report for the provision of a 3 form entry junior element for Hove from September 2014, including exploring management opportunities of the options with primary head teachers in Hove.

2.4 That a further report be brought to Cabinet in January 2012 when the investigations have been concluded.

### **3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:**

3.1 Pupil numbers across the city are rising generally and the rise in Hove and Portslade is greater than the city generally and already causing a pressure on school places that cannot be met locally.

3.2 The need for additional reception and infant class places in the city over the last three years has been addressed by providing permanent additional forms of entry at Davigdor Infant School, Benfield Primary School, The Connaught Building (through West Hove Infants), Goldstone Primary School, Westdene Primary School and Queens Park Primary School, a total of 8.5 forms. A further form of entry has been added to West Blatchington Primary School on a temporary basis.

3.3 However there still exists a need to find sites for three additional forms of entry for juniors (school years 3 to 6) in both Hove and Portslade.

3.4 Consideration has been given as to how best to provide these three additional forms of entry in Hove. We have considered the previous options for the infant element again, these being Hove Park depot, Hove Park Upper School, BHASVIC and Leicester Villas.

3.5 In the case of the need for additional places within the Hove area it is very clear that the need is for places available that are available for local children. If a faith group or a group with a particular ethos entered the competition it is possible that they will set admission criteria that will be based on participation in their faith group or agreement with a particular ethos. This will not in itself necessarily assist in the provision of local community places as pupils could be drawn from a wide area, although it might be possible to negotiate with faith or other outside bodies on criteria that would support local attendance.

3.6 Capital allocations are known for the current financial year but not beyond as we are at the end of a three year spending review period. Given the current economic climate it is not possible to accurately determine the level of funding that might be available from April 2012 onwards.

#### **Hove Park Depot Site**

3.7 This site is within the ownership of the Council but vested within Environment. It has been used as a depot for over 15 years. The site is 'sui generis' (does not fall within a use class categorisation) and is not subject to any local planning policies concerning the loss of the existing land use.

3.8 Among the principal planning issues that would need to be taken into account in respect of this particular site are;

- Design issues: the visual impact of any proposal would need to be acceptable in the context of the wider conservation area and in relation to the nearby listed buildings of the Engineerium;

- Making the most efficient use of the site (particularly in respect of the need to maximise area for play) through minimising the footprint of buildings. A two storey (or possibly even three storey) building would assist in this respect;
  - Ensuring safety of the route to school, particularly in respect of encouraging walking. This may require attention to be paid to issues such as lighting and road crossings in the locality;
  - Taking advantage of proximity to Hove Park and its ability to provide for some of the school's recreational needs;
  - Consideration of proximity to the population being served by the school and access to public transport, in order to minimise distances travelled and journeys made by car.
- 3.9 The site is subject to a restrictive covenant imposed by the Stanford estate that restricts the site use to 'a pleasure or recreation ground or public park only'. If the site was to be selected for use as a school the council would need to enter into negotiations with the Agents for the beneficiaries of the covenant to agree terms to allow a school to be developed on the site. It has to be recognised that the beneficiaries may or may not agree to any proposal to relax the covenant.
- 3.10 There would be a cost associated with any amendment to the covenant, both in terms of fees to reach agreement and also as compensation to the trustees of the Stanford Estate who are the beneficiaries of the restrictive covenant. A previous proposal for development of this land resulted in £2,500 being agreed as a payment. It is likely that in the case of a school being proposed that the sum payable would be greater than this.
- 3.11 The site is quite steeply sloping which is not ideal in development terms for a school and access is poor.
- 3.12 The site is quite a distance away from the infant element at Connaught Road.

### **Hove Park Upper School Site**

- 3.13 This site is within the ownership of the Council and is currently used as a site for Hove Park Upper School. Investigations have shown that there are a number of restrictive covenants on the site. The most pertinent being that the site is only to be used as a secondary school and any other purpose usually connected therewith.
- 3.14 It may be possible to negotiate to relax this covenant to include primary education as well as secondary. It is likely that there would be a cost associated with any amendment to the covenant and it is always possible that the parties to the original covenant would refuse to accept any changes.
- 3.15 If there is an objection from the party in control of the restrictive covenant the legal route would be to apply to the Lands Tribunal for a declaration that the restrictive covenant is obsolete. This is a much more expensive process involving more extensive legal costs and is also lengthy and time consuming

- 3.16 With regard to planning, a strong planning case would need to be made in order to justify any net loss of open space for the secondary school and under-provision of open space for both the primary and secondary schools (and making an exception to associated policies in the Local Plan and emerging LDF Core Strategy concerning open spaces and sports provision). In order to provide a planning justification around the issue of loss and under-provision of open space, it would be helpful for any proposal for a primary school on this site to be considered within the wider strategic context of the council's plans to improve the provision of secondary school places in this part of the city.
- 3.17 Among the principal planning issues that would need to be taken into account in respect of this particular site are;
- Minimising the total footprint of buildings, in order to maximise potential open space provision (with regard to both the junior school and the secondary school). Predominantly two and three storey buildings would assist in this respect;
  - The wider redevelopment of the whole site for educational needs could allow for a more efficient layout of school buildings and more efficient use of open space. A qualitative improvement to sports facilities would contribute towards making a stronger case for any net loss. If this was the preferred site, Sport England should be engaged at the earliest opportunity in order to advise and assist the design process;
  - Careful attention to the siting of school buildings, both in relation to the primary and secondary education elements of the site and in relation to the amenities of surrounding housing bordering the campus;
  - Access and egress arrangements and the routing of vehicular traffic through the campus in order to minimise traffic impacts on the busy surrounding road network;
  - Proximity to the population being served by the school, and access to public transport, in order to minimise distances travelled and journeys made by car.
- 3.18 This site represents an attractive proposition for the development of a new school. However there will be a need in the not too distant future to increase capacity at secondary schools and developing on this site now could prejudice future developments in the secondary sector.
- 3.19 The site is quite a distance away from the infant element at Connaught Road.

### **BHASVIC site**

- 3.20 This site is partly within the ownership of the council and partly within the ownership of BHASVIC itself.
- 3.21 Among the principal planning issues that would need to be taken into account in respect of this particular site are;
- Minimising the total footprint of buildings, in order to maximise potential open space and sport provision (with regard to both the primary school and minimising the loss of open space to the sixth form college). Predominantly two or even three storey buildings would assist in this respect;
  - Careful attention to the siting of school buildings in relation to the primary and further education elements of the site;

- Access and egress arrangements and the routing of vehicular traffic through the campus in order to minimise traffic impacts on the busy surrounding road network;
- Taking advantage of proximity to Dyke Road Park and its ability to provide for some of the school's recreational needs;
- Proximity to the population being served by the school, and access to public transport, in order to minimise distances travelled and journeys made by car.

3.22 The council owns part of the site with the remainder of the site being owned by BHASVIC. The site is currently used as a school playing field by a number of local schools and colleges. Constructing a school on this site would impact negatively on use of this field by to primary phase schools, a secondary school and a sixth form college.

3.23 The site is quite a distance away from the infant element at Connaught Road.

#### **Playing Field site accessed via Leicester Villas Hove**

3.24 This site is not within the ownership of the Council. It is privately owned and it is understood that it is held in trust for St Christopher's School (part of the Brighton College family of schools). The playing field is used as a sports field by St Christopher's and other independent schools in the locality.

3.25 As mentioned above the site is in private ownership which would necessitate the council purchasing the site before development could take place. It may be possible to secure the site via negotiations with the owners but if this is not the case the Council may have to use CPO powers to acquire the land.

3.26 It is difficult to estimate the time it would take to acquire this land, there are a number of factors that would affect this such as whether it was possible to acquire the site by negotiation, whether there would be any objections to a CPO if needed but it is possible that even to acquire the site could take in excess of two years.

3.27 It is unlikely that this option would be affordable in cost terms. In addition given that the site is not the ideal location it is not recommended that this option is pursued any further.

#### **Hove Police Station**

3.28 Hove Police Station is likely to be vacated early in 2012 and the Police Authority has stated that they wish to sell the site.

3.29 The location of the site is closer to Connaught Road than any of the other options. The building is of a similar size to that required for a three form entry junior school, seems to be in a reasonable condition and is suitable for remodelling given that the building is a frame structure.

- 3.30 Planning officers have advised that there could be a range of potential uses for the police station. The site is not allocated for either residential or employment in planning terms it would therefore be a windfall site. The police would initially have to make out a robust case for redundancy of the police station and on the basis that this is accepted, residential or employment could be alternative uses as could use of the site as a school.
- 3.31 Any application would have to be supported by a comprehensive Urban Design Study to justify the density, scale and height of a redevelopment of the site.
- 3.32 The remodelling of Hove Police Station represents a good option for a new junior school for hove in terms of its location. Provided the site can be acquired for a reasonable cost remodelling of the site could be undertaken rather than demolishing the existing building.

### **Portslade Junior Places**

- 3.33 In September 2011 Benfield School officially became an all through primary School. Benfield Junior School is currently a three form entry school admitting 96 pupils per year. Consequently this proposal on its own will reduce the number of junior places available in the city. It is intended that the school will continue to admit up to three forms of entry in to Year 3 in September 2012 in line with its current published admission number.
- 3.34 From September 2013 three additional forms of juniors will need to be provided. Consideration has been given to a number of options.
- Creating a new junior school in Portslade
  - Expanding an existing primary school in Portslade
  - Expanding an existing junior school in Portslade
  - Changing the age range of an existing infant school in Portslade

### **Creating a new junior school in Portslade**

- 3.35 In proposing a new school there are a number of factors that need to be considered. Owing to recent changes in School Organisation legislation it is now necessary to carry out a competition when proposing a new school. This competition is open to anyone who wishes to operate a school not just the local authority or existing faith groups etc
- 3.36 In most circumstances the Local Authority (LA) will act as the decision maker in the competition. However if the LA decides that it wishes to enter the competition itself the decision is made by the Schools Adjudicator.
- 3.37 If it is decided that a new school will provide part of the solution to the current issue it will be important that the LA either submits an entry to the competition or is assured that other providers will make places available to children living in the locality of the new school.
- 3.38 There is no obvious site available within the timeframe that we are working within and therefore this is not considered a viable option.

### **Expanding a primary School in Portslade**

- 3.39 This suggestion of itself will not address the imbalance between the number of forms of entry in Years R to 2 and years 3 to 6. Consequently this is not considered a viable option.

### **Expanding an existing Junior School in Portslade**

- 3.40 St Nicolas is a 2 FE voluntary aided junior school located immediately adjacent to Portslade Community Infant school (4FE).
- 3.41 The school has previously developed plans to provide additional accommodation on the site (albeit for conversion to a primary school). This suggests that the site is large enough to take to additional pupils.
- 3.42 Initial discussions with the head teacher and the Anglican diocese have indicated that they would be willing to discuss the possibility of expanding the school by adding additional junior classes and revisiting their admission arrangements to allow for non church children to enter the school.
- 3.43 It is recommended that this option is explored further.

### **Changing the age range of an infant school in Portslade**

- 3.44 St Peters Community infant school is a very popular and successful school in South Portslade. Currently there is no junior provision south of the Old Shoreham Road for pupils to move to when they leave St Peters Community infant School.
- 3.45 If the age range of the school was changed from 4 to 7 to 4 to 11 this matter would be addressed. The site of the school is very small at the present time. However there is an industrial unit immediately adjacent to the school that does provide some development opportunities. It is by no means certain that we could acquire the site or develop it as we would need to.
- 3.46 This option should be fully explored as it could provide one junior form of entry south of the Old Shoreham Road that would provide a coherent pathway through primary school for pupils living very close to the seafront in Portslade.

## **4. CONSULTATION**

- 4.1 Discussions will be held with Head Teachers and their chairs of governors at the schools potentially affected by the proposed options within this report.
- 4.2 Once it is agreed options are to be progressed formal consultation with schools, governors and the community will be carried out in line with the requirements of the School Organisation Regulations.
- 4.3 City Planning has been consulted in relation to the potential sites where noted above. Their comments are reflected in the body of this report.

## 5. FINANCIAL & OTHER IMPLICATIONS:

### Financial Implications:

- 5.1 There are no direct implications as a result of the recommendation to undertake negotiations with St Nicolas Junior School, however if these do progress then any Capital implications of the expansion will have to be met from the existing Capital programme in 2012/13. The cost of acquiring the site adjacent to St Peters Infants School will have to be met from the existing Capital programme in 2012/13 along with the costs of furnishing the new building in 2013/14 which will also have to be found from the existing Capital programme. The revenue costs of funding the new forms of entry will be met from the Dedicated Schools Grant (DSG) in 2013/14 onwards.
- 5.2 There are no direct implications as a result of the recommendation to report the negotiations to Cabinet in January 2012, however any implications of the negotiations will be included in the January report.
- 5.3 The cost of acquiring any new site for the junior element for Hove will need to be met from the existing Capital programme, presumably in 2012/13 or 2013/14, in order to allow for any refurbishment or costs of furnishing a building in 2013/14 and 2014/15, which will also have to be found from the existing Capital programme. The revenue costs of funding the new junior school will be met from the Dedicated Schools Grant (DSG) in 2014/15 onwards.
- 5.4 There are no direct implications as a result of the recommendation to report the negotiations to Cabinet in January 2012, however any implications of the negotiations will be included in the January report

*Finance Officer Consulted: Andy Moore*

*Date: 28/10/11*

### Legal Implications:

- 5.5 Once a decision has been taken regarding where the additional school places will be provided, the Authority will need to follow the statutory provisions contained in the Education and Inspections Act 2006 regarding the formal procedures required to effect the changes. More specific legal advice will be provided once Cabinet has decided which option to pursue

*Lawyer Consulted:*

*Serena Kynaston*

*Date: 19/10/11*

### Equalities Implications:

- 5.6 Planning and provision of school places is conducted in such a way as to avoid potentially discriminatory admissions priorities or planning processes. The city council and voluntary aided school governing bodies must be mindful of best practice as described in the Admission Code of Practice.

### Sustainability Implications:

- 5.7 All new extensions to Brighton and Hove Schools utilise, where ever possible, environmental and sustainable principles such as higher than minimum insulation levels, the use of efficient gas condensing boilers, under floor heating, solar

shading and natural ventilation. Materials are sourced from sustainable sources where ever possible.

Crime & Disorder Implications:

- 5.8 Throughout the development of the proposals consultation will be undertaken with community groups and the Community Safety team and police liaison officers. It is anticipated that by including the community in the development and use of the facilities at the schools that crime and disorder in the local area will be reduced. This will be further improved by offering extended use of the facilities to the community outside of the school day.

Risk and Opportunity Management Implications:

- 5.9 It is important that this opportunity is taken to ensure the future provision of learning and teaching, and continuing improvement in standards of education in the city.

Corporate / Citywide Implications:

- 5.10 To meet the projected future growth in pupil numbers we should be looking to provide a minimum of 135 additional primary school places which equates to 4.5 forms of entry.

**6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 6.1 This paper presents the range of options available to address the need for future primary places within the City.

**7. REASONS FOR REPORT RECOMMENDATIONS**

- 7.1 Current and projected pupil numbers for the city as a whole show there is an immediate and ongoing need for additional school places in the city as a whole. This need is most acute in Portslade, Hove and on the Brighton / Hove border.
- 7.2 To meet the projected future growth in pupil numbers we need to provide three additional forms of entry in both Hove and Portslade.

**SUPPORTING DOCUMENTATION**

**Appendices:**

None

**Documents In Members' Rooms**

None

**Background Documents**

None



<b>Subject:</b>	<b>City Climate Change Strategy</b>		
<b>Date of Meeting:</b>	<b>10 November 2011</b>		
<b>Report of:</b>	<b>Strategic Director, Place</b>		
<b>Lead Member:</b>	<b>Cabinet Member for Environment &amp; Sustainability</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Susie Howells</b>	<b>Tel:</b> 29-3332
	<b>Email:</b>	<b>susie.howells@brighton-hove.gov.uk</b>	
<b>Key Decision:</b>	<b>No</b>		
<b>Ward(s) affected:</b>	<b>All</b>		

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

- 1.1 This report invites Cabinet's endorsement for the city Climate Change Strategy, its policy approach and governance arrangements. The work has been led by the City Sustainability Partnership (CSP), on behalf of the Brighton & Hove Strategic Partnership, with the council's strong support.
- 1.2 The City Climate Change Strategy replaces the previous Climate Change Action Plan, and will enable the council to focus its work with the CSP within challenging economic times and a period of public sector expenditure constraint. An implementation plan is being finalised in conjunction with the City Sustainability Partnership, and council funding is subject to budget process. This will be reported to Cabinet in the New Year. Implementation will focus effort in advancing measures to reduce the city's carbon dioxide (CO<sub>2</sub>) emissions, managing environmental risks and exploring new business and employment opportunities arising from the need to manage and mitigate the impact of climate change in the city. The strategy incorporates One Planet Living principles.
- 1.3 Brighton & Hove City Council is taking a leadership role in climate change to enable the city to be better prepared for the future, with anticipated energy supply and security risks, projected sharp price rises in energy and fuel costs and the impacts of a changing climate locally.

**2. RECOMMENDATIONS**

- 2.1 That Cabinet endorses the City Climate Change Strategy set out at Appendix 1.
- 2.2 That Cabinet agrees the proposed citywide governance framework set out in paragraph 3.4;
- 2.3 That Cabinet directs service commissioners and heads of delivery to incorporate the aims of the strategy into service compacts and business plans;

2.4 That Cabinet encourages officers working within the City Sustainability Partnership to bring forward appropriate capital funding proposals for consideration where resources allow.

### **3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:**

#### **3.1 Brighton & Hove's emissions in context and the need for a new strategy**

3.1.1 A review of the 2006 Climate Change Action Plan indicated that it had too many actions, was too council focused and would have been more successful with a stronger governance framework.

3.1.2 In 2010 the Brighton & Hove Strategic Partnership, published its revised sustainable community strategy "*Creating the City of Opportunities – A sustainable community strategy for the City of Brighton & Hove*" in which it sets out eight priority themes, including "living within environmental limits and enhancing the environment."

3.1.3 The sustainable community strategy contains approximately 68 directly relevant actions and activities, with targets to reduce carbon emissions and the city's ecological footprint.

3.1.4 The council has looked in depth at three relevant areas through its Overview and Scrutiny Committee:

- The Environmental Industries Scrutiny Panel made 21 recommendations.
- The Renewable Energy Scrutiny Panel made 13 recommendations.
- The Climate Change Adaptation Scrutiny Panel made 13 recommendations

All of these recommendations were accepted in part or in full by Cabinet. It is intended that the recommendations of the Scrutiny Committee are carried forward in the strategy's implementation plan.

3.1.5 In March 2011 a review undertaken on behalf of the City Sustainability Partnership suggested that the city will fall short of meeting the target set in the Sustainable Community Strategy for its ecological footprint. While these are different measures, there is a strong correlation, and carbon represents over half of this breakdown.

3.1.6 In October this year the council adopted a new Corporate Plan, a key strand of which is to advance Brighton & Hove as a sustainable city. The proposed Climate Change Strategy provides a framework for commissioning and implementing Corporate Plan commitments.

3.1.7 Together with its partners, the council is committed through the nationally-recognised Nottingham Declaration on Climate Change to systematically address the causes of climate change, and to prepare the local community for its impacts. This is reflected in the priorities of Brighton & Hove Strategic Partnership's Sustainable Community Strategy; and the strategy is informed by this and other national, city and council plans, policies and programmes.

- 3.1.8 Brighton & Hove is in a strong position to enhance its reputation and performance as a more sustainable city by moving towards a low carbon local economy. Recent scrutiny reports suggest that a growing environmental industries sector can support this drive towards resource efficiency and that the city is well placed to develop sustainable energy generation.
- 3.1.9 Brighton & Hove's carbon emissions per head (from energy and fuel use) fell by 15.6% between 2005 and 2009, the latest date for which figures are available. While this was only just short of the 16% target, it was no greater than regional or national reductions and does not take account of the bigger picture of embodied emissions in the goods and services the city buys.
- 3.1.10 The city has lower per head emissions overall than other parts of the UK, possibly due to higher living densities and – in common with other south coast cities – a warmer climate and (usually) milder winters.
- 3.1.11 The proportion of the city's direct emissions from homes is much higher – at 42% - than either the regional (31%) or national (30%) figures. This is likely to be influenced by the greater age and poorer performing nature of much of the private sector housing stock. This presents an opportunity to reduce inequality by tackling fuel poverty through home energy efficiency measures that also create local jobs while cutting carbon emissions.
- 3.1.12 The city has relatively low car ownership, award-winning public transport services, increasing cycling numbers and at an early stage in the development of an electric vehicle charging infrastructure.

## **3.2 Background**

- 3.2.1 This strategy replaces the Climate Change Action Plan, published in 2006. Its revision was required by the City Sustainability Partnership (CSP), and agreed by the Brighton & Hove Strategic Partnership and the council's Sustainability Cabinet Committee. The work is being led by the council's Sustainability team, on behalf of the City Sustainability Partnership, using local funding secured through the city's Local Public Service Agreement.
- 3.2.2 The CSP proposed that its scope would extend to cover the wider city - in line with other UK Climate Change Strategies, rather than the council's own operations, and that it would encompass adaptation - helping the city to become more resilient to the impacts of climate change.
- 3.2.3 The CSP has developed a One Planet Framework approach to sustainability which includes an aspiration to work towards a zero carbon city by 2050. Other priority principles (local and sustainable food, sustainable transport, zero waste and local and sustainable materials) are clearly relevant in reducing carbon emissions, and there are reference points across the strategy to ensure links are clearly made.
- 3.2.4 The council has a significant role to play in implementing the strategy in city service provision, statutory responsibilities, contribution to emissions from its own operations, and its sphere of influence and desire to set a positive example. As a

focal point of civic leadership it will be important that the council demonstrates its commitment through example, for example the council's Housing and corporate photovoltaic (PV) programmes.

3.2.5 The Council's Carbon Management Programme currently targets a reduction in CO<sub>2</sub> emissions from its own operations of 4% per year. This five-year programme is led by the council's Carbon Management Board, chaired by the Director of Finance and includes senior officers from transport, property, sustainability, housing and schools; supported by expertise from the council's Energy & Water team. The programme is currently being reviewed with a view to developing a new council Carbon Management Programme for 2012-17, reflecting corporate priorities and legislation.

### **3.3 Approach**

3.3.1 The strategy proposes an outcomes-based planning approach (see Figure 1 at Appendix 2) to diagnose problems and identify business solutions and opportunities for private sector, business and third sector agencies operating in the city. It encourages partnership working and a focus on deliverable solutions to meet policy objectives.

3.3.2 This strategy is broken down into five priority outcomes to provide focus:

- A low carbon economy
- Low carbon homes and buildings
- Low carbon transport
- Renewable and sustainable energy resources; and
- A city adapting well to climate change

### **3.4 Governance**

3.4.1 Strong governance and clear leadership are critical to catalysing action and commitment to the strategy. This includes enhancing the alignment of work undertaken by the Transport Partnership, the Economic Partnership, the Housing Partnership and the Food Partnership.

3.4.2 It is proposed that ownership of the strategy will lie jointly with the Leader of the Council (and Public Service Board Chair), and the Chair of Brighton & Hove Strategic Partnership. The CSP will provide oversight and monitoring of the implementation of the strategy. Accountability for the delivery of the implementation plan will be subject to agreement with delivery partners. Where significant council commitments are proposed as part of the implementation plan these will be brought to the relevant Cabinet Member for agreement.

### **3.5 Implementation**

3.5.1 The strategy's implementation will be monitored by the CSP, through the governance framework identified. This strategy is designed to inform both future commissioning for the city, and to help develop synergy across work that is already going on in the city.

- 3.5.2 No new additional resources have been identified at this stage, and this strategy is designed to influence existing and planned work programmes. This will include further assessment of government and European funding opportunities to support the delivery of key pieces of work. Further resource implications will be factored in as this work progresses.
- 3.5.3 Performance indicators are consistent with those defined in the Corporate Plan, and for the council in the Organisational Health Report. Carbon management internally will be managed in the context of the council's environmental management system and Carbon Management Programme. Work on council carbon budgets is progressing.
- 3.5.4 A communications plan will run alongside this, designed to raise levels of awareness, promote understanding and engagement and develop synergy (with common aims, less fragmentation of effort, fewer actions but greater potential for change). It is planned to develop engagement and activity through existing partnerships and groups in the city, and map the need for new groups where required.

#### **4. CONSULTATION**

- 4.1 Extensive consultation took place in the development on the Sustainable Community Strategy and its sections on climate change, and through the scrutiny process in the three scrutiny panels that inform the Climate Change Strategy.
- 4.2 Further joint work has been undertaken with members of the City Sustainability Partnership (CSP) in the form of a working group to develop the scope and content of this strategy. Progress on the development of the strategy has been reported on a regular basis to the CSP, and recommendations incorporated in subsequent revisions.
- 4.3 Feedback from discussions (November 2010 – June 2011) suggested fewer, clearer actions should be identified to deliver tangible benefits, and that a citywide approach should be adopted.
- 4.4 Successful identification and engagement of partners is an important element of this strategy, which calls for a long-term, co-ordinated approach and the ability to recognise where work programmes can be effectively linked to achieve specific outcomes. Clear leadership and governance will be critical, without losing the ability to act less formally to achieve the same or better results.
- 4.5 The approach adopted in refining this strategy has been to develop shared vision through the City Sustainability Partnership; to promote engagement and ownership, with agreed roles and responsibilities; to use existing structures where possible; to use the strategy to enhance existing work programmes and to develop a clear set of outcomes.

## 5. FINANCIAL & OTHER IMPLICATIONS:

### Financial Implications:

- 5.1 The Climate Change Strategy supports current and planned work programmes and is expected to be delivered within existing Council and Partnership resources. Any additional resources required to support the implementation of the Climate Change Strategy will be identified and funding sought through grant programmes or developing Council and Partnership budgets.
- 5.2 Capital funding for the local transport plan can be used to meet relevant priorities in the plan.
- 5.3 There is currently no national funding being distributed to the council for private sector renewal and therefore new options for investment to reduce carbon emissions from the private rented sector would need to be identified.
- 5.4 Funding has been approved on an invest to save basis to implement solar pvs on council housing and corporate buildings including schools.

*Finance Officer Consulted: Anne Silley*

*Date: 07/11/10*

### Legal Implications:

- 5.5 The legislative framework for the Climate Change Strategy consists primarily of the Climate Change Act 2008 which imposes a legally binding duty on the government to reduce the UK's greenhouse gas emissions by 80% by 2050, through a series of "carbon budgets", thus giving businesses (including investors) a strong signal of the government's overall trajectory.
- 5.6 The government has introduced a number of measures and incentives to help the UK meet the targets in the Act. An example of this is the Carbon Reduction Commitment Energy Efficiency Scheme which came into force in April 2010 and places obligations on non-energy intensive organisations in the private and public sectors in the UK (such as offices, shops, hospitals and local authorities). It aims to make businesses and public sector organisations more energy efficient.
- 5.7 The Nottingham Declaration requires signatories to commit to addressing the causes of climate change in their area and to prepare their communities for its impact. However, the council and its partners in Brighton & Hove are under no **legal** obligation to fulfil its commitments

*Lawyer Consulted:*

*Oliver Dixon*

*Date: 13/10/11*

### Equalities Implications:

- 5.8 Fuel poverty is the most relevant inequality issue and targeting private sector housing for carbon emissions reduction has clear health and economic benefits for people living in fuel poverty in the city i.e. spending more than 10% on their income on heating.

- 5.9 Severe weather impacts of a changing local climate can affect people on lower incomes more and the provision of advice and information may be less accessible to some communities, particularly with English as a second or other language.

Sustainability Implications:

- 5.10 This strategy directly addresses the issue of climate change, as well as other sustainability issues by drawing together existing legal and policy requirements, including the city's Sustainable Community Strategy and other city and council plans, policies and programmes, as well as recommendations from three overview and scrutiny panels (Environmental Industries, Adapting to Climate Change and Renewable Energy Potential) to focus effort in reducing the city's carbon emissions and preparing for the effects of climate change in the city.

Crime & Disorder Implications:

- 5.11 Reports of the association between crime and hot weather are more speculative than definitive. Hot weather is linked with higher levels of street violence and attacks as well as unrest (Rotton and Cohn, 2000a, 2000b). There is also the likelihood that road rage increases during periods of anomalous warmth (Kenrick and MacFarlane, 1984), as does domestic violence (Auliciems and DiBartolo, 1995) and the number of police call outs (LeBeau and Corcoran, 1990). This is relevant because projections generally suggest summers will become hotter.

Risk and Opportunity Management Implications:

- 5.12 Risks and opportunities associated with strategy have been identified and evaluated. Key risks include:
- City and council reputation: the Climate Change Action Plan is now out of date; and a benchmarking exercise against other similar areas shows that an up-to-date plan is needed.
  - Ability to comply with legal and policy requirements: this strategy provides a framework and reference points for better understanding of relevant policy and targets.
  - Environmental impact: reduction of greenhouse gas emissions.
  - Costs and resource efficiency: The business case for early action was set out in 2006 by Nicholas Stern [[Stern Review in 2006](#)].
- 5.13 In addition, a key strategic risk has been identified in the city's Strategic Risk Management Action Plan relating to "Severe Weather Preparedness and Climate Change Adaptation."

Corporate / Citywide Implications:

- 5.14 This is a citywide strategy, designed to promote understanding and engagement across the city partnerships, groups, businesses and residents in tackling the issue of climate change. It forms the approach towards the 'zero carbon' principle from the city's One Planet Framework, and makes links with other relevant principles (Local and Sustainable Food, Sustainable Transport, Waste and Sustainable Materials). It is led by the Brighton & Hove Strategic partnership and

the Public Service Board, and contributes to many of the city's key policies and plans.

## **6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 6.1 An update of the 2006 Action Plan was evaluated, and it was agreed to step back and develop a framework approach because of the number and range of existing activities, and to focus on the opportunity to draw these together into a more co-ordinated approach, building in improved governance, data development and performance management.

## **7. REASONS FOR REPORT RECOMMENDATIONS**

- 7.1 To confirm Cabinet's commitment to this city strategy. Its endorsement will provide a strong factor in the strategy's successful implementation.
- 7.2 To agree governance arrangements for this strategy.
- 7.3 To improve and streamline delivery arrangements. It is a complex piece of work, so it is important to build common understanding of the approach in order to stimulate collaborative effort towards a low carbon city adapting well to climate change.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. City Climate Change Strategy
2. Figure 1 City Climate Change Strategy outcomes chart

### **Documents in Members' Rooms**

None

### **Background Documents**

None

# Brighton & Hove City Climate Change Strategy

**2011-2015**

Brighton & Hove City Sustainability Partnership

This document sets out Brighton & Hove's approach to tackling climate change, providing a framework for action, with a clear path towards a low carbon city, adapting well to climate change.

It is for information, and is a reference document which will feed in to publication on the Brighton & Hove Strategic Partnership and city council website.

A summary document will also be produced.

**November 2011**

Brighton & Hove City Council  
Kings House, Hove  
01273 293332

## CONTENTS

CONTENTS .....	2
FOREWORD .....	3
BRIGHTON & HOVE CLIMATE CHANGE STRATEGY - SUMMARY .....	5
SECTION 1 .....	8
WHY IS THIS STRATEGY NEEDED .....	9
POLICY CONTEXT .....	11
DATA AND TRENDS .....	12
CURRENT TARGETS .....	14
HOW THIS STRATEGY HAS BEEN DEVELOPED .....	15
STRATEGY MANAGEMENT AND REPORTING .....	16
RESOURCE IMPLICATIONS .....	18
SECTION 2 .....	19
A LOW CARBON ECONOMY .....	20
LOW CARBON HOMES AND BUILDINGS .....	24
LOW CARBON TRANSPORT .....	27
RENEWABLE AND SUSTAINABLE ENERGY RESOURCES .....	30
A CITY ADAPTING WELL TO CLIMATE CHANGE .....	32
COMMUNICATING PROGRESS .....	35

## FOREWORD

### **Working together - Roger French – Chair, Brighton & Hove Strategic Partnership**

The City Climate Change Strategy has been led by Brighton & Hove Strategic Partnership through the City Sustainability Partnership and endorsed by the Public Service Board. It focuses effort, informed by the city's Sustainable Community Strategy, towards reducing our greenhouse gas emissions and adapting to the challenges and opportunities of a changing climate.

Climate change is with us here and now and will get significantly worse before it gets better due to the greenhouse gas emissions already in the atmosphere and their delayed impact. Many of our buildings, businesses and services could be far more energy efficient and make more use of renewable energy. Achieving sustainable development is a major objective of our planning system.

The Sustainable Community Strategy commits us to reducing the city's carbon emissions by 42% by 2020 and by 80% by 2050 from the 2005 baseline of 5.7 tonnes per person. We are making progress, and some of this, such as the impact of national economic recession, is outside our direct influence. But there is significant scope in the city to influence positive change; to stop wasting energy in buildings and transport, develop more sustainable energy solutions and promote a successful, lower carbon economy.

People look to cities like Brighton & Hove to lead the way on cutting emissions and pioneering the drive towards a low carbon economy. We have a long way to go before the dramatic reductions required can be achieved, but we're making progress and the [Brighton & Hove Strategic Partnership](#) is committed to working together across the city to achieve innovative solutions.

## City Vision - Bill Randall – Leader, Brighton & Hove City Council

Climate change is one of the biggest challenges we face.

Globally, risks are increasing to food and water supplies, people's homes, human health and habitats and wildlife. The City Council is taking a leadership role in recognising these wider issues, and doing whatever it can to help, working together with our partners across the city.

This strategy complements the council's three main priorities:

- Tackling inequality;
- Creating a more sustainable city
- Engaging people who live and work in the city

The City Climate Change Strategy is a call to action. Our previous track record has been slow, and we now want to have plans in place to achieve challenging targets. This strategy provides us with a really good start and sets the framework for future action.

By tackling CO<sub>2</sub> emissions, we will achieve future benefits across the city: reduce fuel poverty, tackle traffic congestion, help residents and businesses deal with rising fuel costs through energy and transport efficiency; and build innovative solutions for the city through sustainable energy generation in the face of peak oil, energy security concerns and sharp energy price rises.

The economic benefits of early mobilisation in tackling climate change – reducing emissions and adapting to the risks and opportunities of a changing climate – are well documented. The competitive advantages of a low carbon economy and our growing Environmental Industries Sector will help with jobs and skills, stimulate inward investment and make the most of our city's reputation for entrepreneurship and environmental innovation.

The city is a signatory to the Nottingham declaration on Climate Change, a standard for councils. By signing the Declaration local authorities and their partners pledge to systematically address the causes of climate change and to prepare their communities for its impacts.

This strategy provides a way forward in promoting a collaborative approach across the city. Through it we aim to build a common understanding of the issues around climate change, and to make a real step change in our joint efforts to meet the city's targets.

## BRIGHTON & HOVE CLIMATE CHANGE STRATEGY - SUMMARY

Brighton & Hove has a wide range of commitments and activities in place to address climate change, including the Sustainable Community Strategy and other city and council plans, policies and programmes.

The city has signed up to the Nottingham Declaration and by doing this, councils and their partners pledge to address the causes of climate change and to prepare their community for its impacts.

During 2010/11 the council looked in depth at the opportunities for the Environmental Industries sector in the city, our approach in Adapting to Climate Change and Renewable Energy Potential, and recommendations from these three overview and scrutiny panels feed directly into this strategy.

Brighton & Hove's City Climate Change Strategy is designed to draw all this together, make sure they are helping us to meet our targets and focus effort in reducing the city's carbon dioxide emissions (CO<sub>2</sub>) and preparing for the effects of climate change in the city.

It forms the approach towards the 'Zero Carbon' principle from the city's One Planet Framework, while recognising links with other relevant principles (Local and Sustainable Food, Sustainable Transport, Zero Waste, and Local and Sustainable Materials).

### **Why do we need this strategy?**

While latest data (DECC, 2009) indicates a reduction in direct carbon dioxide emissions in the city, future trends are likely be more difficult to influence and we need greater confidence in prioritising and demonstrating the value of our interventions and actions in the city.

The Resources and Energy Analysis Programme ([REAP](#)) data which is a more comprehensive, consumption-based measure suggests that Brighton & Hove's ecological footprint has reduced from 5.72 global hectares (gha) per person to 5.14 gha per person, however our city's ecological footprint remains slightly higher than the South East's (at 5.09) and the UK's (at 4.64).

A policy review undertaken on behalf of the City Sustainability Partnership in March 2011 suggests that the current range of policies in Brighton & Hove will not achieve the target set in the Sustainable Community Strategy for the city's ecological footprint. While these are different measures, carbon represents over half of this breakdown and there is a strong correlation with our carbon footprint.

There is a lack of consistent evidence to demonstrate the effectiveness of existing policies in reducing carbon emissions in the city, and greater understanding – and policy alignment - needs to be developed to be able to do this so that we can keep the city on the right lines to achieve longer term local, UK and international targets.

While it doesn't provide all the answers, this strategy provides the structure to enable this, and it is designed to provide focus and promote collaborative work across the city, building knowledge and making the most of the significant capacity Brighton & Hove has to meet this challenge: to become a low carbon city adapting well to climate change.

## Background

This strategy updates the Climate Change Action Plan, published in 2006. Its revision was required by the City Sustainability Partnership, and agreed by the Brighton & Hove Strategic Partnership and the council's former Sustainability Cabinet Committee. The work is being led by the City Sustainability Partnership on behalf of the Brighton & Hove Strategic Partnership.

This strategy has been developed in consultation with city partnership members, as well as council members and officers involved in implementing the 2006 Action Plan.

It was agreed that its scope would extend to cover the wider city - in line with other UK Climate Change Strategies, rather than the council's own operations, and that it would encompass adaptation - helping the city to become more resilient to the impacts of climate change.

Brighton & Hove City Council's role is significant: in city service provision, its statutory responsibilities, contribution to emissions from its own operations, its sphere of influence and desire to set a positive example. The council's policy and systems and relevant programmes such as the Carbon Management Programme are referred to in the strategy.

In 2010 the Brighton & Hove Strategic Partnership published its revised sustainable community strategy "[Creating the City of Opportunities – A sustainable community strategy for the City of Brighton & Hove](#)" in which it sets out eight priority themes, including "living within environmental limits and enhancing the environment."

The council's Corporate Plan [2011] makes a commitment to produce the city's Climate Change Strategy.

A number of actions relating to climate change exist, mainly in the city's Sustainable Community Strategy, three city council overview & scrutiny panels and within other legal and policy requirements.

The Sustainable Community Strategy contains around 68 relevant actions and activities, as well as specific targets to reduce carbon emissions and the city's ecological footprint.

There are 47 relevant overview & scrutiny recommendations, all of which have been formally agreed through Cabinet:

- Environmental Industries ( 21)
- Renewable Energy Potential (13)
- Climate Change Adaptation (13)

The City Sustainability Partnership has been developing a [One Planet Living](#) approach to sustainability which includes an aspiration to work towards a zero carbon city by 2050.

This strategy provides the opportunity to draw together policy and actions from different sources to produce a focused plan of action.

## Approach

The strategy uses an approach based on outcomes (see Figure 1) to promote understanding of the issue, to provide a structure for actions and to inform the commissioning of services in the city. It is designed to provide a clear but flexible framework, with city leadership in place to steer a pathway towards reducing carbon emissions and adapting to climate change.

Recognising the need for flexibility, it sets priority outcomes to allow people to work together across all sectors and backgrounds, taking a broader view of the issue to decide the best way to achieve these using the city's expertise:

- A low carbon economy
- Low carbon homes and buildings
- Low carbon transport
- Renewable and sustainable energy resources; and
- A city adapting well to climate change

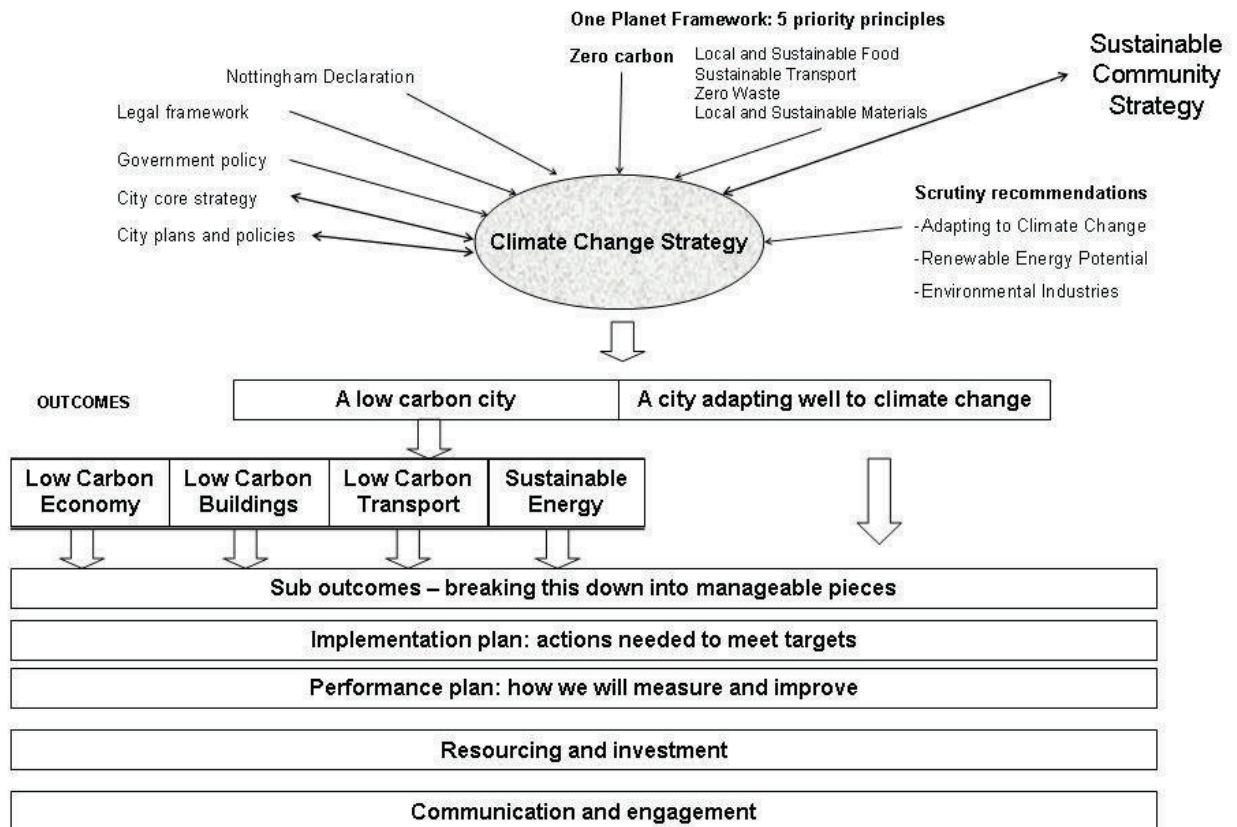


Figure 1: Outcomes based planning chart showing positioning of climate change strategy

This strategy is designed to bring together work that is already being done, and to inform future commissioning for the city. No new additional resources have been immediately identified, and it provides the framework to help draw from existing and planned work programmes including the Local Transport Plan, the Food Strategy, the City Plan (former Core Strategy) and the Economic Strategy. Specific resource implications are to be factored in as this work progresses; and will provide focus for developing targeted projects.

The strategy is broken down into two sections, and is linked to a separate implementation plan. Section 1 provides the background including policy links and influences, existing data and targets and how the overall strategy will be managed and reported. The implementation plan will be updated in line with the reporting requirements set out in this section. Section 2 provides focus for each of the five priority outcomes, bringing together existing actions and next steps, and feeding in to the implementation plan.

## SECTION 1

Background, why the strategy is needed, policy influences, existing data and targets and how the overall strategy will be implemented and monitored

## WHY IS THIS STRATEGY NEEDED

### The global picture

Climate is the average weather experienced over a long period of time, which includes temperature, wind and precipitation (rainfall, hail, sleet and snow). The Earth's climate is not fixed and in the past has changed many times in response to a variety of natural causes. Climate change refers to an identifiable change in the climate that persists for an extended period, typically decades or longer, and is often taken to mean man-made changes that have occurred since the onset of the industrial revolution [DECC]

The earth's surface has warmed by about 0.75°C since the 1900s and about 0.4°C since the 1970s. More than 30 billion tonnes of CO<sub>2</sub> are emitted globally each year by burning fossil fuels. Average global temperatures may rise between 1.1°C and 6.4°C above 1990 levels by the end of this century. [Climate Change Committee]

Climate Change is one of the most serious environmental threats we face. Its impacts are likely to be felt globally as temperatures increase, sea levels rise and patterns of drought and flooding change.

The costs of climate change are likely to be significant, as the [Stern Review](#) on The Economics of Climate Change made clear in 2006. The report estimated that not taking action could cost from 5 to 20% of global gross domestic product (GDP) every year. In comparison, reducing emissions to avoid the worst impacts of climate change [could cost around 2% of global GDP each year](#). Costs will depend on the ability of nations to adapt, and on the level of future greenhouse gas emissions.

### The national picture

The Climate Change Committee's [3rd Progress report](#) to Parliament was published on 30 June 2011. The analysis in the report showed that UK Emissions increased by 3% in 2010, mainly as a result of the colder winter months, and suggest that "[A significant acceleration in the pace of emissions reductions is therefore required](#)".

This is likely to present a considerable challenge to the city.

### The local picture

In Brighton & Hove, our carbon dioxide emissions have been reducing in line with national and regional trends up to 2008, but not meeting targets until 2009 where a 15.6% reduction was reported. Indications suggest that the national trend is likely to rise, and we now need to make sure there are plans in place to manage progress towards achieving the UK's 2020 and 2050 targets and our own ambitions towards a low carbon city.

While this data (DECC, 2009) indicates a reduction in direct carbon dioxide emissions in the city, future trends are likely be more difficult to influence and we need greater confidence in prioritising and demonstrating the value of our actions in the city.

[REAP](#) data, which is a more comprehensive, consumption-based measure suggests that Brighton & Hove's ecological footprint has reduced from 5.72 global hectares (gha) per person to 5.14 gha per person, however our city's ecological footprint remains slightly higher than the South East's (at 5.09 ) and the UK's (at 4.64).

The current definition of fuel poverty is where a household has to spend more than 10% of income on heating. The number of households living in fuel poverty (11.3%) has increased in

Brighton & Hove over the last three years. This is in line with national level (11.5%), and is largely a result of the price of domestic energy almost doubling.

In terms of how the city is preparing for the impacts of climate change that are already happening, an initial review suggests that further work needs to be undertaken in Brighton & Hove to ensure the city is well prepared for the risks and opportunities of a changing climate. This is based on an initial review against Defra's former Assessment Methodology (NI188).

### **What are the benefits of taking action now?**

The business case for early action was set out in 2006 by Nicholas Stern [[Stern Review on the Economics of Climate Change in 2006](#)].

Five years later, there is an even stronger case for action, including:

- Meeting emissions reduction targets (UK and local)
- Mitigating rising fuel and energy costs
- Increasing resource efficiency, reducing utility costs, preventing wasted energy, water and materials
- Reducing the use of non-renewable sources of energy, including fossil fuels.
- Proactive cost planning, rather than reactive expenditure to resolve problems
- Energy supply certainty, developing local sustainable supply solutions to reduce the risks of the UK's reliance on foreign fuel suppliers; and
- City and organisational resilience.

The main risks and opportunities include:

- o City reputation;
- o Organisational compliance with increasing legal and policy requirements;
- o Environmental impact; and
- o Costs.

In addition there is scope to increase business and city competitive advantage; attract national and international funding and investment; and the opportunity to develop valuable intelligence, knowledge and skills for a more sustainable city

## POLICY CONTEXT

### Key legislation and policy

There is a range of national and international legislation and policy designed to help reduce greenhouse gas emissions.

### International

The Kyoto Protocol is an international agreement linked to the United Nations Framework Convention on Climate Change. The major feature of the Kyoto Protocol is that it sets targets for 37 industrialised countries and the European community (including the UK) for reducing greenhouse gas (GHG) emissions. These are taken into account in our national legislation.

### National

The Climate Change Act 2008 set legally binding emission reduction targets for 2020 (reduction of 34 percent in greenhouse gas emissions) and for 2050 (reduction of at least 80 percent in greenhouse gas emissions), and introduced five-yearly carbon budgets to help ensure those targets are met. [\[DECC\]](#). Both targets are based on 1990 levels.

This data (1990 greenhouse gas emissions) is not available for Brighton and Hove, so CO<sub>2</sub> is used as an indicator, and the baseline year is set to 2005, which is consistent with other local authority areas.

### The Nottingham Declaration

The city has signed up to the Nottingham Declaration commitment to “*develop plans with our partners and local communities to progressively address the causes and the impacts of climate change.*”

### Local

The city’s main policy driver for the climate change strategy is the Sustainable Community Strategy “[Creating the City of Opportunities – A sustainable community strategy for the City of Brighton & Hove](#)”, published in 2010 by Brighton & Hove Strategic Partnership. This sets out eight priority themes, including “living within environmental limits and enhancing the environment.”

Further city plans and policies are referenced throughout this strategy, including the City Plan (former Core Strategy), the Food Strategy, the Local Transport Plan, the Economic Development Strategy, the Housing Strategy and relevant Planning Policy Guidance.

## DATA AND TRENDS

### Greenhouse gases

Carbon dioxide (CO<sub>2</sub>) is the most widely known of the greenhouse gases contributing to global warming. It accounts for 85% of all greenhouse gas emissions in the UK. The other greenhouse gases, as defined by the [Kyoto Protocol](#), are methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons and sulphur hexafluoride. [DECC, [UK greenhouse gas inventory - methods and compilation](#)]

Brighton & Hove's latest annual CO<sub>2</sub> emissions are 1,230 kilo tonnes (1.2m tonnes) for 2009, broken down by industrial & commercial (32%), domestic (housing) (42%) and transport (26%). The overall trend has been decreasing at a slow rate over the past four years measured to 2008, in line with national and regional trends with a greater decrease in 2009. Our per capita, or tonnes per person, emissions (4.8 tonnes) have fallen by 15.6 per cent over the same period.

This reduction was no greater than regional or national reductions and does not take account of the bigger picture embodied emissions in the goods and services the city buys. The city has lower per head emissions overall than other parts of the UK due perhaps to higher living densities and – in common with other south coast cities – a warmer climate and (usually) milder winters.

The domestic housing sector makes up about 42% of total direct CO<sub>2</sub> emissions, significantly higher than 31% regionally and 30% nationally. Transport makes up around 26%, compared to 33% regionally and 28% nationally; while Industrial and Commercial contributes 32%, compared to 35% regionally and 42% nationally. [DECC]

It's difficult to distinguish between general trends in data, for example due to:

- Reduced commercial and industrial activity as a result of national or regional economic recession, changes in population, or
- Improvements in results due to targeted actions and interventions.

**Table 1: CO<sub>2</sub> emissions for Brighton & Hove (total and per head) against targets**

Brighton & Hove	2005	2006	2007	2008	2009
Kilo tonnes	1,329	1,324	1,301	1,286	1,230
Tonnes per head	5.7	5.65	5.4	5.3	4.8
Target		-4%	-8%	-12%	-16%
Actual		0.07%	3.5%	6.5%	15.6%

[Data source: DECC **Carbon dioxide emissions within the scope of influence of local authorities (previously NI 186) estimates Sep 2011** [DECC]

Further data is available to track electricity consumption, gas consumption and road transport. Data on sustainable energy is under development, and current sources are through the AEA Technology Microgeneration Index.

### Consumption-based data

This provides a more comprehensive picture by analysing the impact of all products and services people use, rather than just looking at direct CO<sub>2</sub> emissions. Data can be found at The Resources and Energy Analysis Programme (REAP), which is the research area of the [Stockholm Environment Institute](#) and was set up to focus on Sustainable Consumption and Production. It shows ecological footprint, carbon footprint and greenhouse gas footprint and Table 2 shows this relationship for Brighton & Hove, together with regional and national comparisons.

**Ecological footprint is measured in** global hectares per person, and is the land required per resident to sustain their current lifestyle.

The city's Sustainable Community Strategy commits us to reducing the city's ecological footprint from 5.72 global hectares (gha) per person, to 2.5 gha per person by 2020; and 1.25 gha per person by 2050. The 2006 data suggest a decrease to 5.14 gha per person; our city's ecological footprint remains higher than the South East's (at 5.09) and the UK's (at 4.64).

**Table 2: Relationship between ecological footprint, carbon footprint and greenhouse gas footprint**

	Ecological Footprint (gha/capita)	Carbon Footprint (tonnes CO <sub>2</sub> /capita)	GHG Footprint (tonnes CO <sub>2</sub> eq/capita)
<b>Brighton &amp; Hove</b>			
2004	5.72	12.83	17.44
<b>2006</b>	<b>5.14</b>	<b>13.18</b>	<b>17.81</b>
<b>South East</b>			
2004	5.63	12.76	17.28
<b>2006</b>	<b>5.09</b>	<b>13.17</b>	<b>17.73</b>
<b>UK</b>			
2004	5.30	12.08	16.34
<b>2006</b>	<b>4.64</b>	<b>12.10</b>	<b>16.24</b>

[SEI 2006]

<http://www.resource-accounting.org.uk/downloads/general-footprint-report.pdf>

<http://www.resource-accounting.org.uk/downloads/south-east/brighton-and-hove>

### Data development

While the range of data that tracks longer term trends helps to provide a bigger picture relating to greenhouse gases and consumption-based impacts, direct CO<sub>2</sub> emissions data is used throughout this strategy as the main indicator, and it is recognised that there is a need to develop more sensitive indicators that help to prioritise action for the key outcomes.

The REAP data provides an understanding of the broader range of greenhouse gas and ecological footprint, as well as demonstrating CO<sub>2</sub> emissions based on consumption are higher. Latest REAP data relates to 2006, so this is helpful in providing understanding and direction, but not suitable for tracking performance.

Data available (NI186 and REAP data) indicates trends and relativity, and doesn't provide up-to-date information around the impact of associated trends in population, recession and consumer behaviour (although the REAP data is consumption-based).

This strategy is designed to make best use of existing data, and until more up-to date data is available, CO<sub>2</sub> emissions will continue to be the main indicator for this strategy, using NI 186 and DECC gas, electricity and transport data as longer term tracking indicators, while developing proxy indicators to help prioritise actions and demonstrate the value of interventions.

We will continue to keep up to date with REAP and other data to provide broader understanding of behaviour.

Data development is included as an action in each section.

## CURRENT TARGETS

### National targets

The UK [Climate Change Act 2008](#) set legally binding targets for 2020 (a reduction of 34 percent in greenhouse gas emissions) and for 2050 (a reduction of at least 80 percent in greenhouse gas emissions), and introduced five-yearly [carbon budgets](#) to help ensure these targets are met. [\[DECC\]](#)

### Local targets

The baseline year for UK targets is 1990. This data (1990 greenhouse gas emissions) is not available for Brighton & Hove, so CO<sub>2</sub> is used as an indicator, and the baseline year is set to 2005, which is consistent with the approach adopted other local authority areas.

Local carbon footprint and ecological footprint targets have been set by the Brighton & Hove Strategic Partnership in the city's Sustainable Community Strategy [p 55] on this basis. These are:

#### *Carbon footprint*

"Achieve, from a 2005 baseline of 5.69\* tonnes per capita:

- A 12% reduction in city CO<sub>2</sub> 'direct' emissions by 2008/09
- A 42% reduction in carbon dioxide emissions by 2020
- An 80% reduction in carbon dioxide emissions by 2050".

[\*Note that the 2005 baseline changed in the 2009 NI186 estimates [\[DECC\]](#) from 5.53 tonnes to 5.69 due to data improvements. All references in this strategy relate to the new baseline]

#### *Ecological footprint*

"From a starting point of no increase in 2012/13 on the 2006 per capita City Ecological Footprint baseline of 5.72 global hectares (gha) per person, achieve a reduction to:

- 2.5 gha per person by 2020; and
- 1.25 gha per person by 2050.

[Sustainable Community Strategy (p64)]

## HOW THIS STRATEGY HAS BEEN DEVELOPED

In developing this strategy, early consultation has taken place with members of the Brighton & Hove Strategic Partnership (B&HSP) and with council members and officers, many of whom had been involved in the previous Climate Change Action Plan.

Further joint work has been undertaken with members of the City Sustainability Partnership (CSP) in the form of a working group to develop the scope and content of this strategy. Progress on its development has been reported on a regular basis to the CSP, and recommendations incorporated.

A self assessment exercise was undertaken in June 2010 to provide a snapshot of actions and activities across the city based on a sample of B&HSP members. Results suggested that while there are many pockets of good practice, and most respondents showed commitment to establishing policies and practices to reduce their carbon footprints, most did not have well-established processes for measuring their emissions. Only one respondent reported plans for adapting to climate change.

Feedback suggested:

- Fewer, clearer actions should be identified to deliver tangible benefits, and that a citywide approach should be adopted
- Successful identification and engagement of partners is important, with a long-term, co-ordinated approach and the ability to recognise where work programmes can be effectively linked to achieve outcomes.
- Clear leadership and governance will be critical, without losing the ability to act less formally to achieve the same or better results.

The approach adopted in refining this strategy has been to develop a shared vision through the City Sustainability Partnership; to promote engagement and ownership, with agreed roles and responsibilities; to use the strategy to enhance existing work programmes where possible and to develop a clear set of outcomes.

## STRATEGY MANAGEMENT AND REPORTING

This section sets out overall city leadership and identifies the people who have key responsibilities in the city, encouraging people and partnerships to work together.

This strategy is designed to make the most of links with other work going on in the city. Responsibilities have been formally agreed, to promote strong leadership and direction to make sure we stay on the right track to meet our targets.

### **Overall city leadership**

The Public Service Board, chaired by the Leader of the council, is responsible for the overall delivery of this strategy, supported by the Brighton and Hove Strategic Partnership chair.

### **Performance and exception reporting**

Progress will be reported to the Brighton & Hove Strategic Partnership through the Cabinet Member for Environment and Sustainability and the Strategic Director, Place through the Environment and Sustainability Programme Delivery Group. Reporting will be aligned to meet the requirements of the Nottingham Declaration and the City Performance Plan.

Regular updates will be reported on Brighton & Hove Strategic Partnership's and the Council's website; with annual reports against Nottingham Declaration to the Brighton and Hove Strategic Partnership and Cabinet.

Table 3 sets out the agreed management structure for implementing the strategy.

**Table 3 Responsibility for implementation**

	Lead member	Lead Partnerships	Lead officer	City partnership champion
Low carbon economy	Cabinet Member for Planning, Economic Development and Regeneration	Brighton & Hove Economic Partnership  Food Partnership	Strategic Director, Place	Business representative
Low carbon homes and buildings	Cabinet Member for Planning, Economic Development and Regeneration; Cabinet Member for Housing	Housing Partnership	Strategic Director, Place	TBA
Low carbon transport	Cabinet Member for Transport and Public Realm	Transport Partnership	Strategic Director, Place	Transport representative
Renewable and sustainable energy resources	Cabinet Member for Environment and Sustainability;  Cabinet Member for Finance and Central Services	City Sustainability Partnership	Strategic Director, Place;	TBA
Adapting to climate change	Cabinet Member for Environment and Sustainability	City Sustainability Partnership  Food Partnership	Strategic Director, Place	Environment Agency representative (Vice chair)

## RESOURCE IMPLICATIONS

### The economics of climate change.

The economic benefits of early action were set out in the [Stern Review of the Economics of Climate Change in 2006](#). Some action has been taken in Brighton & Hove, and this is an opportunity to mobilise the city, taking take a strong, leadership role in cutting emissions and ensuring the city is well-placed to manage the risks of climate change.

It is thought that the costs of adapting to climate change have been underestimated <http://www.independent.co.uk/environment/climate-change/annual-cost-of-climate-change-will-be-163190bn-1778391.html> [Independent, 2009]

There is currently no information about the financial cost of climate change in the city.

Huhne, June 2011 to the Corporate Leaders' Group, London  
 'The economics of climate change'  
[http://www.decc.gov.uk/en/content/cms/news/ec\\_cc\\_ch/ec\\_cc\\_ch.aspx](http://www.decc.gov.uk/en/content/cms/news/ec_cc_ch/ec_cc_ch.aspx)

*Sets out three key arguments about the economics of climate change:*

- *"First, we must get off the oil hook – and onto clean, green growth. The science demands it. Our survival requires it. And our living standards will benefit from it.*
- *Second, this low-carbon revolution can offset fiscal tightening and turbo-charge jobs. It is a large part of the answer to the question of where the jobs and growth are coming from.*
- *And third, our economy will be more stable and secure as energy imports wane. Every business will benefit from moderating boom and bust.*

*Together, these arguments make up the case for 'green growth': investment in the infrastructure, industries and technologies that can change our economic future for the better."*

### Budget constraints and opportunities

This strategy is designed to bring together work that is already being done in the city; and to inform future commissioning. No new additional resources have been identified and this strategy is designed to influence existing and planned work programmes, with further resource implications to be factored in as this work progresses.

There is scope for work to be integrated into 'business as usual' making sure that the strategy influences and adds value to existing and developing strategies, such as the third Local Transport Plan, the emerging City Plan (formerly the core strategy) and the review of the city's Economic Strategy.

Government and European funding opportunities will be explored to support the delivery of key pieces of work towards city carbon reduction and adaptation.

## SECTION 2

This section provides focus for each of the five high level outcomes, which are broken down to promote understanding of the issue and provide a framework for the development of actions.

The outcomes for this strategy are:

- A low carbon economy
- Low carbon homes and buildings
- Low carbon transport
- Renewable and sustainable energy resources; and
- A city adapting well to climate change

Framework for developing actions:

- Background
- What we are doing already
- Next steps
- Measuring progress

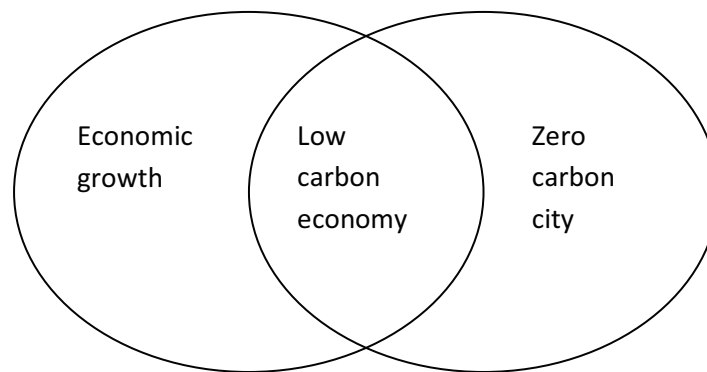
## A LOW CARBON ECONOMY

### Background

Industry and commerce contributes around 32% to Brighton & Hove's carbon footprint, or nearly 400,000 tonnes per year. [NI 186, 2009]

A low carbon economy can deliver opportunities across a wide range of business sectors, not just to those seen as being in the 'traditionally' environmental technologies sector. Businesses can benefit from the low carbon economy in two ways: diversify into new low carbon products or become more efficient in their current processes.

The value of a healthy and growing economy for people and businesses in the city is clear. There is significant scope in Brighton & Hove to develop the low carbon sector, developing and facilitating investment in environmental industries - including business support in resource efficiency - while working towards a low carbon city over the longer term.



The city has a vibrant economy; many businesses have already recognised the need to reduce carbon emissions and are already improving resource efficiency and cutting costs. This helps build their own and the city's competitive advantage and – for larger organisations – to meet the requirements of the Carbon Reduction Commitment. Many smaller businesses have signed up to 10:10 and made commitments through their environmental policy to reduce energy use. At the same time, the city is keen to develop the environmental industries sector, including supporting local green businesses and jobs. New skills are needed to support the growing renewables and environmental industries sector, and the city is well-placed with its two universities and City College to meet this need.

The economic risks and opportunities of climate change are included in the Adaptation section.

### What we are doing already

The Sustainable Community Strategy (2010) says that “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 CO<sub>2</sub> 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.”

There is a strong link with the ‘Local and Sustainable Food’ element of the One Planet Framework and the Sustainable Community Strategy, the city's Food Strategy work, in

particular with respect to food production and processing, supply chains, the retail and hospitality sector, land use and food waste disposal.

One of the overall Environmental Industries Scrutiny Panel recommendations was for a Champion for Environmental Industries on the Economic Partnership Board (the council leader), and for a lead officer for environmental industries to be a key point of contact for those in this sector seeking information and support.

Other progress includes:

- The council provides sustainable business information on its [website](#), including:
  - [Low Carbon Business Guide](#)
  - Sustainable business advice (BETRE)
  - Low carbon business reviews
  - Further advice: Carbon reduction for businesses - [Business Link](#)
- The [Brighton & Hove 10:10](#) campaign has a business strand, encouraging businesses to sign up and cut their carbon and has developed a comprehensive set of case studies.
- Brighton & Hove Chamber of Commerce has set up a Green Group with the aim of promoting the benefits of green business.
- The Brighton Peace and Environment Centre has published a [Green Guide](#) to local suppliers and services
- Brighton & Hove's events are managed through a [Sustainable events and venues](#) management system.
- The city's "[Be local Buy local](#)" scheme promotes participation in local supply chains

### Next steps

The main mechanisms for taking forward the Low Carbon Economy work will be the review of the City Economic Strategy and the implementation of the Environmental Industries Scrutiny recommendations. The Council's Corporate Plan [2011] includes growth of the Environmental Industries Sector as a measure towards achieving 'A strong and low carbon economy'.

This strategy is designed to inform further work. The concept of a low carbon economy for Brighton and Hove has been explored through informal stakeholder workshops, informed by the One Planet Principles, the Sustainable Community Strategy (SCS), the Council's Corporate Plan and the Environmental Industries Scrutiny Panel (EISP) recommendations. Recognising that further validation will be undertaken as the city's Economic Strategy is reviewed, the components of a low carbon economy for Brighton & Hove were discussed, and possible sub-outcomes have been suggested:

- Globally competitive environmental industries sector
- Energy efficient private, public & third sector organisations
- Sustainable tourism
- Well-developed environmental knowledge and skills
- A reduced need to travel
- Low carbon supply chains.

These are aligned here with existing commitments to inform further work:

### **Globally competitive environmental industries sector**

The Sustainable Community Strategy makes a commitment to: "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." Other relevant commitments include:

- Business Retention and Inward Investment Strategy and Action Plan, linked with other relevant strategies/ plans [2.EISP]
- Provide affordable work space to retain growing companies in this sector [3.EISP]

- Use planning policies, for example the emerging City Plan (former Core Strategy) to support the growth of EI [10. EISP]
- Encourage businesses in the city that offer environmental, technical or management solutions.

#### *Innovation*

- Develop an Environmental Innovation Network [4.EISP]
- Establish an innovation centre to develop new technologies in the sector & support emerging and expanding companies [12. EISP]

#### *Regional links*

- Work with local organisations and authorities, regional and sub regional bodies to help the development of the EI sector; promoting collaboration e.g. manufacturing space [14 EISP]

#### *Funding support*

- Investigate the full range of funding opportunities and schemes to support low carbon investment & create local jobs (e.g. Community Energy Saving Programme) – link with buildings [16. EISP]
- Produce an SME funding map for environmental industries [20. EISP]

#### *City branding development*

- Increasing the profile of this sector in the city [19. EISP]
- Become a pilot authority to attract innovative companies and products [18. EISP]

### **Energy efficient private, public & third sector organisations**

- Make optimum use of space and good facilities management
- Substantially increase the environmental / sustainability auditing and practical advice services to businesses across the city. Enabling widespread environmental management would allow Brighton & Hove businesses to become more resource efficient and to reduce waste [SCS]
- Social enterprise development [15. EISP]
- Directory – produce a comprehensive directory of environmental management and technology businesses in the city

### **Sustainable tourism**

The council's Corporate Plan [2011] makes a commitment to launch the city's first eco-tourism strategy.

- Establish Green Tourism awards for local businesses with a Green Code of Practice for the city tourist industry [Corporate Plan]
- Further promote the use of sustainable events standard BS8901 events for events in the city
- Access: promote ecotourism in the city for cyclists and walkers, taking advantage of our location on the national cycle network and the South Downs National park; and our role as a cycle demonstration city [Corporate Plan]

### **Well-developed environmental knowledge and skills**

- Create a 'centre of expertise' to develop low carbon city intelligence and inform the ongoing development, continuous improvement and implementation of the Climate Change Strategy, and to maximise the potential of funding and innovation opportunities.
- Build strong skills, knowledge and employment opportunities for the city's workforce, including:
  - o Leadership and management skills in strategic planning, decision-making, project management and effecting practical implementation of solutions
  - o Sustainable energy, design and environmental technology skills
  - o Trade skills to support energy efficient buildings and renewables installations
- Apprenticeships [5.EISP]
- Inter-college partnerships (address skills gaps in EI and retrofitting) [6.EISP]
- 17. Assess how to help graduates gain employment in EI or contribute knowledge to the Council [EISP]
- City Employment and Skills Steering Group: proposal to develop an energy and renewables training centre. [September 2011]

### **A reduced need to travel**

Road congestion is recognised as a barrier to economic success as well as contributing to CO<sub>2</sub> and other emissions, and is strongly linked to the 'Low Carbon Transport' outcome of this strategy. This was explored in informal workshops [July/August 2011]. Suggestions for further development included:

- Logistics and route planning to optimise delivery mileage and business travel
- The use of digital solutions, e.g. Skype and videoconferencing where appropriate for meetings and flexible working options.

### Low carbon supply chains

- Council procurement policy to promote growth and development of EI & promote innovative/environmental companies to tender [7.EISP]
- Develop low carbon supply chain management capability through the South-East 7 procurement consortium.

### Measuring progress

The NI 186 indicator incorporates the contribution of Industry & Commerce to the city's carbon footprint. This is a high-level indicator, and isn't sensitive enough to demonstrate immediate direct influence of any action taken.

Suggestions for further data development will be taken forward through the strategy's implementation, and considerations will include:

- CO2 emissions per capita (former NI 186) and total emissions for Industry and Commerce component
- Establish simple business carbon reporting scheme, using common recognised footprint methodology
- Tracking the number of businesses with
  - o An Environmental Management System
  - o Business support annual take-up and outcomes
  - o Procurement code of practice
- Number of businesses and organisations signed up to 10:10; carbon saved; case studies
- Environmental Industries Sector breakdown and potential (note that BHCC Economic Development is developing an indicator to measure the growth of the environmental industries sector).
- Number of businesses subject to Carbon Reduction Commitment Energy Efficiency Scheme; reports on carbon reduction from this
- Number of organisations with a recognised Carbon Trust Carbon Management Programme; reports from this.

## LOW CARBON HOMES AND BUILDINGS

### Background

Buildings contribute around 42% to Brighton & Hove's carbon footprint, or 514,000 tonnes per year.

To keep up the momentum in emissions reduction we need to increase the energy efficiency of buildings. By using low and zero carbon energy technologies and district heat and power systems we can reduce greenhouse gas emissions even further. Becoming more aware of energy use and adapting our behaviour can deliver significant carbon reductions. Planning for the risks and opportunities of climate change is also important, ensuring planning policies and decisions reflect this to help build city resilience.

### Characteristics of buildings in Brighton & Hove

Brighton & Hove has around 253,000 residents, living in some 123,000 homes.

The age profile of the total private housing stock of 104,100 dwellings in Brighton & Hove differs from the average for England in that there is a substantially higher proportion of pre-1919 housing at 39.8% compared to the national average of 24.9%. These are almost all solid wall properties that have no cavity that can be easily filled, so heat loss is harder to reduce. There are also slightly higher levels in the 1919 to 1945 age group (25.9% compared to 18.5%). There are however, significantly fewer numbers in the post 1944 age groups. This shows a housing profile that is older than the national picture with 65.7% built before 1945 compared to 43.4% in England as a whole.

The building type profile in Brighton & Hove again differs from the national pattern with a much higher level of converted flats - over seven times that found nationally. Low rise purpose built flats (five or fewer storeys) and high rise purpose built flats (defined as having six or more storeys) are more prevalent as are medium/large terraced houses. There are consequently lower numbers of bungalows, detached, semi-detached and small terraced houses.

The tenure profile in Brighton & Hove also differs from the national average in that there are lower proportions of owner occupied dwellings (62% compared to 71% for England) but with a significantly higher privately rented sector at 23% compared to 11% in England.

Due to the housing stock characteristics many of the private sector properties could be labelled as 'hard to treat' in relation to standard energy efficiency measures. This may also be exacerbated by the number of heritage buildings in the city.

In the council housing stock the current [Standard Assessment Procedure for energy rating of dwellings \(SAP\)](#) rating of 76.4 puts the city in the top quartile of performance in this indicator.

Much of this information is taken from the [Private Sector House Condition Survey](#) carried out in 2008.

The city council has a strong role in delivering home energy efficiency improvements across both the council housing stock and the private sector. Across private sector housing the BEST programme has funded the Brighton & Hove Energy Action Partnership (BHEAP) which has delivered home energy efficiency measures to some of the most vulnerable residents in Private Sector Housing, including:

- Over 1400 loft insulations; Over 1100 cavity wall insulation
- Over 1500 heating measures; Over 150 solar water heating systems.

Historically across the council housing stock there has been significant investment in insulation & heating, including:

- £3.5 million investment in boiler & heating replacements and upgrades, installing high efficiency condensing boilers
- Two insulated overcladding projects (in 2010) to Wiltshire House and Somerset Point and a communal solar hot water system at Hazelholt sheltered scheme, partly funded by utility company grant monies.

## What we are doing already

### Sustainable buildings:

- The council has developed a Supplementary Planning Document – [Sustainable Building Design SPD08](#) to provide detailed, up to date, clear advice to various user-groups on relevant sustainable design policies. This is currently (2011) being updated, and aims to
  - Improve the environmental performance of the city’s new build and existing buildings; and
  - Make sure all developments in Brighton & Hove achieve the highest possible standards of sustainable building design.
  - This SPD will incorporate current guidance on Energy Efficiency & Renewable Energy (SPGBH 16) and the Brighton & Hove Sustainability Checklist (SPGBH21).
- All residential planning applications involving new builds and conversions within the city require a completed Brighton & Hove [Sustainability checklist](#). Planning applications without a completed sustainability checklist cannot be registered. The checklist also now requires low carbon design in terms of energy use in occupation, and an [Embodied carbon emissions calculator](#) is now part of the checklist. This tool facilitates a more dynamic approach by estimating the total amount of CO<sub>2</sub> emitted during the manufacture of key materials.
- [Eco open houses](#) is an award winning annual event in Brighton and Hove run by Brighton & Hove City Council, Brighton Permaculture Trust and Low Carbon Trust that aims to inspire the uptake of energy efficiency measure by opening up houses that demonstrate best practice in the area. People are either given a tour of the houses by a householder or a professional that worked on the project, or they ‘drop-in’ for an informal look around.
- One of the key aims of the [Brighton & Hove Housing Strategy 2011-14](#) is Improving Housing Quality in the city. Private Sector Housing Renewal Assistance Programme supports this aim - focusing on improving conditions in the private rented and owner occupied sectors. Key areas of private sector housing renewal assistance focus on: home energy efficiency; decent homes; bringing empty private sector homes back into use; housing adaptations and assistance to enable those with a disability to continue to live independently in their home.
- There are a number of [grants or discounts](#) available to people of all ages and incomes which can help improve energy efficiency in the home.
- The Community Energy Saving Programme ([CESP](#)) provides funding towards energy efficiency measures in council housing stock (CESP targets households across Great Britain, in areas of low income, to improve energy efficiency standards, and reduce fuel bills).
- CERT funding for energy efficiency measures council housing stock. The Carbon Emissions Reduction Target ([CERT](#)) requires all domestic energy suppliers with a customer base in excess of 50,000 customers to make savings in the amount of CO<sub>2</sub> emitted by householders. Suppliers meet this target by promoting the uptake of low carbon energy solutions to household energy consumers, helping them to reduce the carbon footprint of their homes.
- Warm Homes is a CERT funded scheme for free or discounted loft and cavity wall insulation for owner occupiers, leaseholders and tenants.
- An Energy Efficiency Working Group trains Council housing tenants to become energy efficiency champions.

## Next steps

Sub outcomes have been proposed, and are set out here together with suggested next steps.

### *Existing Buildings*

#### **Energy efficiency of homes and buildings: refurbishment (retrofit) of energy efficiency measures**

- Maximise funding of measures through existing programmes
- Exploring options for Green Deal projects – with the potential to generate significant investment in the local housing stock on energy efficiency measures
- Delivery of Green Deal and Energy Company's Obligation (ECO) in the city to ensure choice and coverage to all residents in all tenures

#### **Improved energy efficiency in the private rented sector**

- Continued advice and support
- Explore availability of funding for grants and consider affordable loans option

#### **Address fuel poverty, and impacts of excess cold and poor housing on health**

- Continue to work with GP and Health professionals to improve health
- Provision of training to relevant groups of 'front-line' staff to increase awareness of fuel poverty and its impacts

### *Existing and new buildings*

#### **Increased use of renewable energy**

- Procurement and installation of solar photovoltaics for council housing (1600 roofs) and corporate buildings [2011/12]
- Explore renewable heat technologies appropriate in housing linked to the Renewable Heat Incentive

### *New buildings*

#### **Planning policy and guidance**

- Review SPD08 (2012), which sets specific standards by building size, type and use.
- Develop City Plan, which sets overall environmental performance standards for planned development
- Develop Site Allocations Development Plan Document (DPD), which sets performance standards for particular development sites in the city.

## Measuring progress

The NI 186 indicator incorporates the contribution of domestic buildings to the city's carbon footprint. This is a high-level indicator, and isn't sensitive enough to demonstrate immediate direct influence of any action taken.

Suggestions for further data development include:

- CO<sub>2</sub> emissions per capita (former NI 186) and total emissions for domestic component
- Council Carbon Footprint (Carbon Management Programme/Carbon Reduction Commitment)
- Planning data:
  1. Additional kW capacity renewable heat generating infrastructure installed in city (sustainability checklist data) R&SER
  2. Additional kWh capacity renewable electricity generating infrastructure installed.
  3. New built homes delivered at Code for Sustainable Homes level 3, 4, 5 or 6
  4. Number of new build non residential developments built to BREEAM very good/excellent/outstanding
  5. Average kgCO<sub>2</sub>/m<sup>2</sup>/year (energy and carbon) performance of new built residential development
- Energy performance of council housing and corporate building PV project
- A reduction in the number of people living in fuel poverty (Indicator currently under review by National Government) is included as a measure in the Council's Corporate Plan [2011].

## LOW CARBON TRANSPORT

### Background

It is estimated that transport contributes around 26% to Brighton & Hove's carbon footprint, or 317,000 tonnes per year (2009). Although transport CO<sub>2</sub> emissions have been reducing since 2005, these emissions mainly come from road transport. If car use continues to increase and planned development comes forward, higher levels of congestion and the associated carbon emissions will need to be mitigated in the city if targets are to be met.

Transport technology will play an important role in reducing carbon. Local measures can also make a difference, including:

- Greater use of public transport – bus and rail
- Greater use of zero carbon transport options – walking and cycling
- Changes in travel patterns and behaviour – such as car sharing or flexible working
- Reducing the need to travel – such as videoconferences, use of the internet or mobile services

By informing and influencing journey patterns, promoting and encouraging the use of more sustainable transport options, and providing measures that increase people's travel options, the council can help tackle climate change and reduce carbon emissions.

The council's Corporate Plan commits the council to offer greater choice in how people move around the city, prioritising action in the new Local Transport Plan to support a fairer balance between all road users.

### What we are doing already

- The rate of traffic growth in the morning peak hour has been decreasing over the last few years but there is still room for improvement. Parts of the road network are reaching capacity and it is estimated that around 27,000 car trips per day in the city are less than 3 miles.
- The council's third Local Transport Plan was approved in May 2011 and is based on achieving five high level goals which include 'reducing carbon emissions'. Two key local transport objectives have been identified. These are:
  - Increase the use of low emission forms of transport and support the use of associated technologies
  - Reduce the need to travel for some journeys and enable people to travel more sustainably.
- Rail: there are eight stations in the city, all are well-served by the local bus network. Over 19 million people used the city's train stations. Brighton & Hove Bus and Coach Company have been proactive in timetabling to integrate buses with train arrivals and departures. All the stations in the city have secure cycle parking and the council is working with Southern Railways to enhance these facilities.
- Bus: The city has an extensive network of buses, most of which are operated commercially. Bus usage has increased year on year from 30.2 million journeys in 2001 to 41.1 million in 2009/10. Opportunities exist for further expansion of the bus network – both services and infrastructure.
- The council is keen to encourage walking; many of the city's key sites are within 15 minutes walk of each other. Brighton & Hove is a major tourist destination resulting in a 100% increase in pedestrians between winter and summer. Visitor maps and signs have been introduced to ensure that the main central attractions have been highlighted. Improvements to streets and public areas also help to improve the public spaces for people travelling through an area, or to use the space to enjoy, meet or rest.

- Cycling in Brighton & Hove has increased substantially over recent years (27% increase recorded in the 2006-2008 period). There are cycle lanes across the city, including the seafront, Grand Avenue and The Drive, Hove to Hangleton and Lewes Road. A further segregated cycle lane is proposed for part of Old Shoreham Road providing safer cycle to schools and colleges along the route. The council is increasing cycle parking and other cycling facilities across the city; including on-street cycle parking in “cluster blocks”. A council Bike-It officer works with local schools to promote cycling for children and families.
- There is travel and transport information on the council website for all modes and the JourneyOn website gives travel information for Brighton & Hove. It includes real time bus and traffic information plus a unique journey planner to plan a route across the city and work out the time, cost, carbon emissions and even the number of calories burned.
- Car Clubs: two “pay as you drive” car club operators provide over 80 vehicles in the city. The council also promotes lift-share schemes.
- Brighton & Hove was the first local authority outside London to install on-street electric vehicle charging points: there are now six on-street charging points installed and another two planned.
- Travel Behaviour change: A programme of personal travel planning has been carried out in areas of Brighton & Hove since 2006 and has achieved successes in reducing the proportion of car journeys and raising the profile of sustainable transport options. 60,000 households have been contacted so far and since 2008 more innovative approaches have been developed and funded through the European CIVITAS programme, including the use of social marketing.
- School Travel planning: The council has an active school travel planning programme and all but one local authority school now has a travel plan in place. We are now working towards achieving this level of cover in the local/ independent schools sector.
- The council also has a Business Travel Plan Partnership to raise awareness of sustainable travel and to reduce the impact of car use in the city. Funding has been provided from LTP2 to match fund organisations wishing to encourage cycle parking provision and to encourage employees to travel more sustainably.
- Accessibility : All of the Brighton & Hove Bus and Coach Company’s bus fleet have low floor access for people with mobility problems, 98% of the bus fleet is wheelchair accessible and there are plans to reach 100% this year. 20% of the city’s bus stops have raised access kerbs enabling easier access. There are now 161 Real Time Information (RTI) signs at bus stops across the city (and a further 7 planned for this year), giving assurance to passengers as to when the next bus is due. Linked into the RTI system are 42 Talking Bus Stops, giving audible bus information to people with sight impairment. Large print timetables are also available on demand.

### Next steps

The main mechanism for taking this work forward will be through the Local Transport Plan (LTP3). Based on this, sub outcomes have been proposed, and are set out here together with suggested next steps:

#### **Well-maintained and more efficient transport network/infrastructure**

- Improved pavement and road surfaces
- Better street lighting
- Co-ordination of roadworks

#### **Better management of movement and more efficient transport use**

- Use of technology
- Priority for public transport
- Co-ordinated/efficient freight and goods distribution and deliveries
- Promote and provide for use of alternative fuels
- Application of integrated transport and planning policies

### **Improvements to the transport network**

- Change travel behaviour
  - o awareness and publicity campaigns
  - o travel planning – schools, businesses, communities, individuals
- Deliver sustainable and accessible travel options
  - o improved walking and cycling facilities and routes
  - o improved Rights of Way and access to open spaces
  - o better citywide public transport services
  - o increase availability of car club vehicles
- Provide a safer environment
  - o manage driver speeds

### **Reduced carbon emissions**

- Increase the use of low emission forms of transport and support the use of associated technologies
- Reduce the need to travel for some journeys and enable people to travel more sustainably

### **Measuring progress**

Suggestions for further data development to assist in understanding progress in carbon reduction include:

- CO<sub>2</sub> emissions per capita (former NI 186) and total emissions for transport component
- average journey times
- peak period traffic flows
- accessibility to services by walking, cycling and public transport
- bus patronage
- cycling trips
- walking trips
- air quality

### **Communication and engagement**

Inclusive, healthy, and affordable transport options are also needed which help to reduce the social gap across the city so no one is seriously disadvantaged. Involving people and communities can be particularly valuable as part of initiatives that help to encourage sustainable travel choices and promote urban realm and street improvements such as cycling and walking, or providing travel information, like personalised travel planning. Consultation has helped to shape and develop this LTP3 and more direct or focused consultation will take place on a more local basis as ideas or schemes are developed

### **Reporting**

We are reviewing the progress made against LTP2 targets to allow better measuring and funding. We plan to develop a framework to help measure success against targets and timescales.

## RENEWABLE AND SUSTAINABLE ENERGY RESOURCES

### Background

This section focuses on the renewable and sustainable energy potential for the city. In particular it looks at how the city and its partners could develop renewable and sustainable energy resources, taking best advantage of incentives on offer and working to grow emerging renewable energy business in the city. It draws mainly from work undertaken through the council's Overview and Scrutiny Commission on Renewable Energy Potential in the City and the Environmental Industries sector. It also links strongly to other outcomes in the climate change strategy, including Low Carbon Economy and Low Carbon Buildings.

### What we are doing already

The Scrutiny Panel on the city's Renewable Energy Potential made 13 recommendations, and provides a valuable evidence base for this issue and mechanism for tracking progress. The Panel's main themes included reviewing the national and regional policies and opportunities for renewable energy, investigating other authorities' good practice, considering the successes and barriers that had been experienced by renewable energy installers in Brighton and Hove, and how the council could encourage the growth of renewable energy.

A report to the [Scrutiny Panel on Renewable Energy Potential](#) in April 2011 set out the following update on sustainable energy progress in the city to date:

- In 2010-11 the Private Sector Housing Renewal programme in Brighton & Hove included 25 renewable energy solar thermal hot water systems
- Assessment of the benefits of the Feed in Tariff scheme is being explored, together with other options to increase investment in home energy efficiency across the city.
- The council's solar photovoltaic (PV) programme is planned to start in April 2012
- An improved monitoring system through planning for renewables in new developments
- Mapping of council buildings with ageing oil-fired boilers in areas of the city with energy and heat demand - lending themselves to potential combined heat and power networks
- Work to explore council investment in a community energy fund which finances hard-to-fund feasibility and start up for community energy projects
- Work to explore development of a large scale solar photovoltaic (PV) project and in the potential for wind energy projects
- The council website includes information for residents and businesses on its [Renewable energy pages](#), including
  - o Feed-in Tariffs,
  - o Renewable Heat Incentive
  - o Renewable energy and planning
  - o Community Energy,
  - o Rampion off-shore windfarm.

### Next steps

The main mechanism for taking this work forward will be through implementing recommendations from the scrutiny work, and aligning this work closely with the Low Carbon Economy work.

Suggested next steps include the development of a comprehensive sustainable energy strategy for the city, including:

- Developing city intelligence, benchmarking identified innovative projects and cities, building up best practice and consistent information sources;
- Developing local sustainable energy generation capacity (skills, business support);
- A sustainable energy advice agency;

- Mapping opportunities for large-scale and small-scale sustainable energy development;
- Maximising the city's ability to access funding opportunities, and establishing a process for revenue and investment management;
- Developing an Investment plan to secure commitment from a range of stakeholders and investors

### **Measuring progress**

The Sustainable Community Strategy does not set a local target, but states the national target for 20% of UK energy to come from renewable energy by 2020.

The council has set a target of 30% of its energy to come from renewable sources in public buildings energy by 2015.

Progress against the Scrutiny recommendations is reported through the council's Overview and Scrutiny Panel and Cabinet.

Current microgeneration data can be found through the AEA Microgeneration Index. This data can be used to help track progress.

## A CITY ADAPTING WELL TO CLIMATE CHANGE

### Background

This section is about making sure the city is able to plan for the risks and opportunities that climate change brings. It draws mainly from work undertaken through the council's Overview and Scrutiny Commission on Adapting to Climate Change, and links across the whole strategy in its focus.

Our climate is changing. Across the country, winter rainfall has increased in recent years and summer rainfall has decreased. There has been an increase in average temperatures and mean sea level has risen. Climate projections are telling us that we will experience hotter drier summers, warmer wetter winters, disruption in usual weather patterns and more frequent or intense weather events (e.g. heat waves, droughts, and flooding) and continued rising sea level. This is likely to have an adverse impact on people, agriculture, water quality and availability, biodiversity, human health, buildings and infrastructure, public spaces, soils and the economy. [B&HCC OSC report "Monitoring Outcomes of the Scrutiny Review of Climate Change Adaptation" 19/7/11]

Altering our behaviour to respond to the impacts of climate change is known as 'adaptation'. It means not only protecting the city, its residents and businesses against negative impacts, but also making us better able to take advantage of any benefits.

It is important to make the distinction between emergency planning and adaptation planning. Emergency planning relates to a reactive response to situations, whereas adaptation planning is about developing a proactive approach and looks to save money in the long term through building resilience. The aim of adapting to climate change is to minimise impacts, and therefore reduce the requirements for an emergency response.

The Sustainable Community Strategy set out the background and intention for adaptation in the city, and showed progress to 2010. Building on this, the council's Scrutiny Review of Climate Change Adaptation, established in March 2010 has investigated what work needs to be done to make good progress in the city in planning for a changing local climate. The scrutiny review provides an effective platform to encourage progress in building the city's resilience; and this strategy provides the city with the opportunity to address climate change as a whole, including adaptation.

### What we are doing already

- A [Local Climate Impact Profile](#) study using a nationally recognised approach has been undertaken. This tool is designed to enable local authorities to understand how their council services are affected by historical climate events and how they can learn from such experience to adapt to a future climate.
- Basic analysis of [Climate Projections](#) has been undertaken but further work is required.
- Adaptation is currently being considered in the council's Strategic Risk Register and Management Action Plan to give a more prominent role to managing the risks of climate change and preparing for the effects of severe weather. Severe weather risks are included in the Sussex Community Risk Register and the City Resilience Plan
- Phase 1 (of 4) of the Surface Water Management Plan has been completed and the information produced used to inform the preparation of the Preliminary Flood Risk Assessment.
- Key adaptation considerations are being developed for integration into tools and guidance for commissioners and report writers within the council.
- Monitoring: An early warning system has been developed for groundwater flooding and trialled in the Patcham area.

## Next steps

The adaptation scrutiny panel emphasised the importance of tracking progress against the NI188 framework, the former National Indicator on adaptation planning. A review of the city's performance suggests that Brighton & Hove remain at 'Level 0' of NI 188 until further analyses of climate projections are undertaken, but is heading towards Level '1' on this framework with a number of actions achieved at this level.

Although steps are being taken, the city, with a focus on residents, businesses and the community/voluntary sector would benefit from a co-ordinated long-term approach to adaptation, following the framework set out in the former National Indicator 188.

### Former National Indicator 188 criteria

#### Level 0: Baseline

The authority has begun the process of assessing the potential threats and opportunities across its estate and services (for example, flood and coastal resilience plans, emergency planning, community risk registers/strategies etc) and has identified and agreed the next steps to build on that assessment in a systematic and coordinated way

#### Level 1: Public commitment and prioritised risk-based assessment

The authority has made a public commitment to identify and manage climate related risk. It has undertaken a local risk-based assessment of significant vulnerabilities and opportunities to weather and climate, both now and in the future. It can demonstrate a sound understanding of those not yet addressed in existing strategies and actions (e.g. in land use planning documents, service delivery plans, flood and coastal resilience plans, emergency planning, community risk registers/strategies etc). It has communicated these potential vulnerabilities and opportunities to department/service heads and other local partners and has set out the next steps in addressing them.

#### Level 2: Comprehensive risk-based assessment and prioritised action in some areas

The Authority has undertaken a comprehensive risk based assessment of vulnerabilities to weather and climate, both now and in the future, and has identified priority risks for its services. It has identified the most effective adaptive responses and has started incorporating these in council strategies, plans, partnerships and operations (such as planning, flood management, economic development, social care, services for children, transport etc). It has begun implementing appropriate adaptive responses in some priority areas. In its role as a community leader the council has started working with its LSP encouraging identification of major weather and climate vulnerabilities and opportunities that affect the delivery of the LSP's objectives.

#### Level 3: Comprehensive action plan and prioritised action in all priority areas

The Authority has embedded climate impacts and risks across council decision making. It has developed a comprehensive adaptation action plan to deliver the necessary steps to achieve the existing objectives set out in council strategies, plans, investment decisions and partnership arrangements in light of projected climate change and is implementing appropriate adaptive responses in all priority areas. This includes leadership and support for LSPs in taking a risk based approach to managing major weather and climate vulnerabilities/opportunities across the wider local authority area.

#### Level 4: Implementation, monitoring and continuous review

Authority and LSP are implementing the comprehensive adaptation action plan across the local authority area, and there is a robust process for regular and continual monitoring and review to ensure progress with each measure and updating of objectives. The Authority and LSP are taking appropriate adaptive responses.

Ref: Self Assessment guidance and matrix for National Indicator NI 188 - Planning to adapt to climate change (Defra) <http://www.lga.gov.uk/lga/aio/1821951>

The Local Climate Impact Profile work made steps towards raising awareness of climate change adaptation across the organisation (the council). Much more could be done across the city to improve resilience and preparedness, including detailed analysis of the local climate projections, a comprehensive assessment of risks and opportunities of our changing climate and a community engagement programme to increase resilience in severe weather.

Options for further work include:

- Integration into existing work programmes: the development of the City Plan, emergency planning, Surface Water Management Plan, the Biosphere Reserve bid, the review of the city Economic Strategy;
- Explore funding bids to build on this work, following the NI188 framework
- Joint programmes with Local Authorities, Universities, the Community and Voluntary Sector and other partnerships
- Strategic Partnership to broaden the scope of work (Public Service Board and Economic Partnership).

### **Measuring progress**

Progress against the Scrutiny recommendations is reported through the council's Overview and Scrutiny Panel and Cabinet.

Recommendations to measure progress include the number of organisations in the city with adaptation plans, and progress towards next levels of the former NI188 Indicator, which sets out clear criteria that could be used for this outcome: 'a city adapting well to climate change'.

### **Groups and partnerships**

Relevant groups with a role in adaptation work include the Environment Agency and the Sussex Resilience Forum; and the work links closely with the City Resilience Plan and the Sussex Community Risk Register.

### **Further Links**

- [UK Climate Impacts Programme](#)
- [Climate South East](#)

## COMMUNICATING PROGRESS

### Background

This section is designed to support the whole strategy by building and sharing climate change intelligence in the city. The purpose is to continue to raise awareness, build understanding and promote a step change towards reducing CO<sub>2</sub> emissions and adapting to climate change – both in behaviour and by developing innovative solutions and engaging communities in a collaborative approach to both carbon reduction and adaptation.

There is scope to develop a shared approach to this across the city, coordinating and building city intelligence and establishing a recognised and respected information hub for its development.

Case studies and success stories are a recognised way of showing people the benefits of changing their behaviour – as well as painting a very practical picture of how things could be.

### What we are doing already

There is a wealth of knowledge, skills and projects across the city: within organisations, in the universities and schools, among climate change specialists and within community groups, including:

- Brighton & Hove 10:10
- Hanover1010 (HASL)
- Brighton Peace and Environment Centre
- Climate Connections
- The Low Carbon Trust
- Eco Open Houses
- Brighton Permaculture Trust
- The Green Centre
- The Tidy Street project, (Jon Bird University of Sussex and the Open University)
- City Community and Voluntary Sector Forum
- Eco Energy Fair
- Brighton & Hove Chamber of Commerce Green Group

### Next steps

Ideas for the development of next steps include:

- Develop intelligence (linking to all high-level outcomes) and city expertise, including an intelligence hub to help co-ordinate information and innovation
- Build understanding of issues across wide community, demonstrating the benefits of change
- Work with community groups, schools and other organisations to raise awareness and understanding of the issue of climate change, developing strong, simple messages that are attractive to a range of audiences to promote change.
- Develop easy-to-use tools to help people measure and understand changes they could make to reduce their carbon emissions
- Use existing outlets and channels, such as [my1010](#) - supporting the local 10:10 campaign
- Publish progress made.



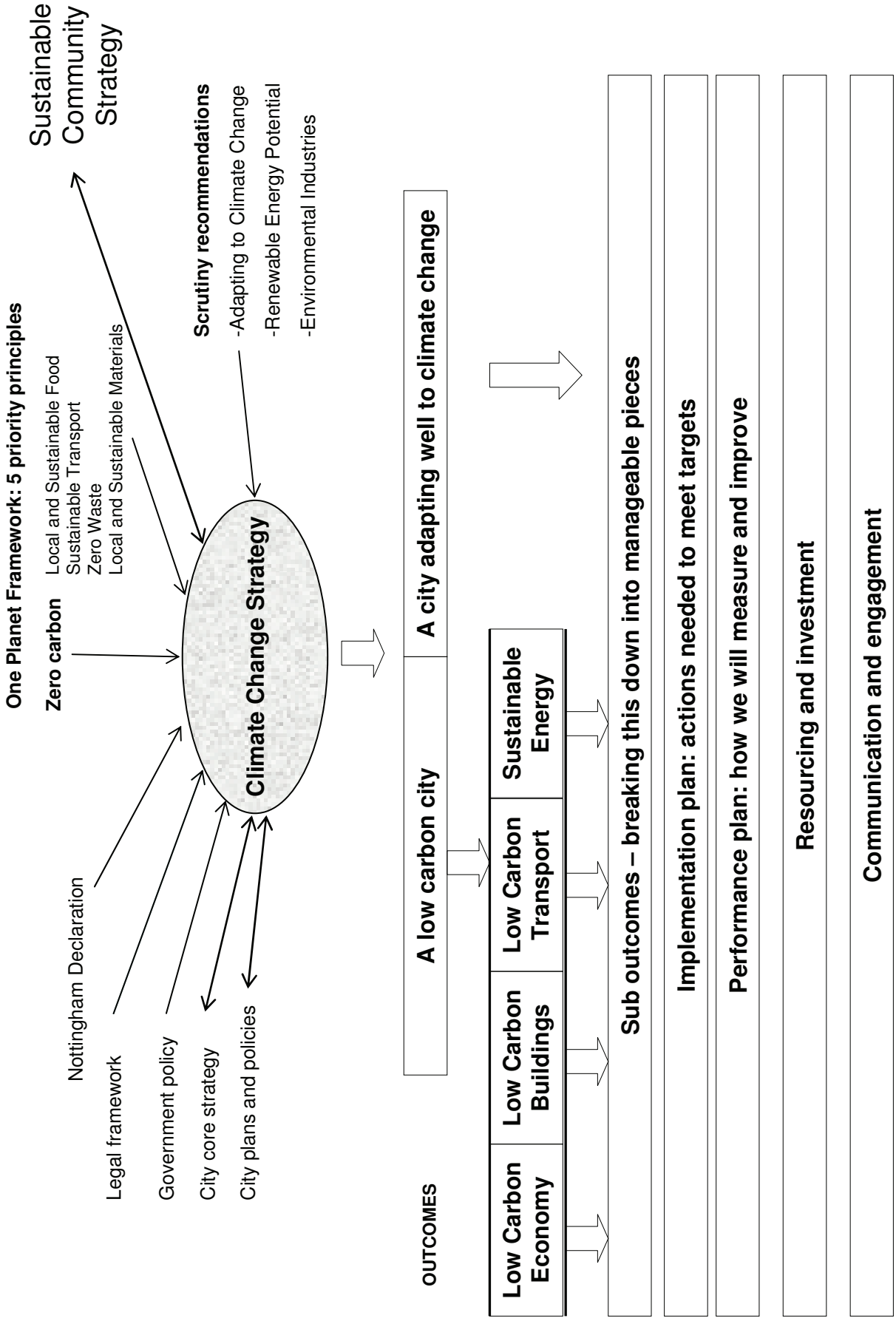


Figure 1: Outcomes based planning chart showing positioning of climate change strategy



<b>Subject:</b>	<b>Woodingdean Library and GP Surgery Development</b>		
<b>Date of Meeting:</b>	<b>10 November 2011</b>		
<b>Report of:</b>	<b>Strategic Director, Communities</b>		
<b>Lead Member:</b>	<b>Cabinet Member for Culture, Recreation &amp; Tourism</b>		
<b>Contact Officers: Name:</b>	<b>Sally McMahon</b>	<b>Tel:</b>	<b>29-6963</b>
	<b>E-mail:</b>	<b>sally.mcmahon@brighon-hove.gov.uk</b>	
<b>Key Decision:</b>	<b>Yes</b>	<b>Forward Plan No:</b>	<b>CAB24922</b>
<b>Wards Affected:</b>	<b>Woodingdean</b>		

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

- 1.1 The purpose of this report is to seek agreement from Cabinet for the development of a new library and GP surgery in Woodingdean on the site of the current library and marching band hut, as shown on the attached plan (appendix 6).
- 1.2 The report informs members of the progress with design development so far and outlines the processes that will be undertaken going forward, including the making of a planning application and the entering into of a Development Agreement.
- 1.3 The report is also seeking authorisation for the project to be added to the Capital Programme, to cover the cost of the library share of the development.
- 1.4 There is a further report in Part 2 of the agenda for this meeting.

**2. RECOMMENDATIONS:**

- 2.1 That Cabinet authorises further public consultation together with the PCT and GPs regarding the proposed development of a new library and GP surgery in Woodingdean.
- 2.2 That Cabinet authorises the project to be added to the Capital Programme at a cost of £500,000 in 2012/13.
- 2.3 That a waiver of Contract Standing Order 12 be sought once funding has been confirmed.
- 2.4 That, subject to the waiver referred to in 2.3, Cabinet authorises the entering into of appropriate project documentation, including a Development Agreement relating to the land shown on the annexed plan, in a form satisfactory to the Strategic Director, Resources in consultation with the Strategic Director, Communities, Head of Law, the Head of Property and Design, Head of Capital Strategy, and the Cabinet Member for Culture, Recreation & Tourism.

### 3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 The council has been approached by a developer, Med Centres plc, with a proposal to develop a combined Medical Centre and Library on the pre-existing community site in Woodingdean. The project would replace the current Library and Marching Band store with a new building which would also house a medical centre. The new medical centre would replace the current practice building which located in a residential area in Woodingdean. (*Information on Medcentres can be found in appendix 5*)
- 3.2 **History of the site:** The site has been the subject of several schemes, all of which ultimately proved unviable. One scheme focused on the redevelopment of the wider community site, but failed due to lack of funding. Another focused on the development of a new library and community facilities on the current library site, but the application for Big Lottery funding was rejected.
- 3.3 **Need for new premises for a local GP surgery:** The current proposal has arisen due to the local GP practice being in desperate need of new premises. The community site would be an ideal location for a new medical centre and it is the subject of a specific planning policy which encourages this type of land use in any redevelopment. The co-location of medical and community facilities, including the proximity of the site to the district nurses would mesh perfectly with the Department of Health's current strategy and drive for integrated care. It would also provide an enviable opportunity for both the Local Authority and PCT to work together, as well as delivering new services at an established community location, which are in clear need of re-provision. (*See appendix 1 for the case for relocation of the GP surgery*)
- 3.4 **Identification of need for new library facilities:** The library is a single storey flat roof structure with concrete panel walls which first opened in 1959. The building contains a large amount of asbestos paneling, which has been encapsulated to make it safe, however still constrains working. Public floor space is only 111m<sup>2</sup>, which is less than half the recommended size for a population of the size of Woodingdean. There is a severe lack of space for customers and staff facilities are poor. This also severely limits the facilities available in the building and any community use. (*See appendix 2 for the identification of local community needs.*)
- 3.5 Woodingdean Library is a well used community library, with visits steadily increasing over the last three years from 14,000 visits in 2008/9 to nearly 23,000 in 2010/11, and around 26,000 items are borrowed every year. Local community events at the library attracted over 4,000 visits last year, despite the cramped conditions. The library holds regular community and children's events including Baby Boogie, Homework Club, class visits, a reading group, and local exhibitions and has even hosted plays. The library also hosts an adult education class, under-fives craft sessions, and advice sessions from the Youth Employment Service.
- 3.6 **Options appraisal:** An options appraisal has been completed to assess ways of meeting the following objectives:
- To meet the needs of the local communities

- To deliver a community hub, enabling access to learning, information and other council services
  - To provide accessible modern community library delivering services to a range of identified target beneficiaries
  - To deliver sustainable, eco-friendly library building and services, promoting the green agenda
  - To deliver a partnership model for community library development
- 3.7 The appraisal considered six different options measured against five different criteria, and concluded that the building of a new joint facility with a suitable partner on the current site, would best meet the needs of the local community, and deliver a sustainable, value for money development. *(See appendix 3 for the options appraisal.)*
- 3.8 **Details of the proposals:** The proposals would deliver a new library of 269m<sup>2</sup> and a GP surgery of 610m<sup>2</sup> in a shared building with a common entrance and opportunities for collaborative activities related to health information and education. The new library would be more than twice the size of the current one, with a good size main service area delivering integrated library, learning and information services. The library and medical centre would be accessed from the street and all of the library accommodation is on the ground floor. There would be a separate community and ICT meeting room, and a small counselling room for the delivery of confidential advice and information or for holding surgeries. These facilities would be accessible outside library opening hours. *(Full details of the proposals and the full business case have been placed in the members' room.)*
- 3.9 The council will retain the freehold and grant a 125 year lease to a MedCentres Special Purpose Vehicle ("SPV") of the whole site. The SPV will grant a sublease of 125 years (less a few days) to the council of the library site at nil rent. The SPV will also grant a shorter lease (maximum term of 25 years) to either the PCT or the Doctor's practice. This will be at a market rent to be agreed between MedCentres and the PCT/Doctors and provides the value to fund the whole development. A Development Agreement will set out the obligations and responsibilities of the parties including the procurement of planning, employment of the design and construction team and project management of the development by MedCentres. Payment of the contribution by the council of circa £319,000 (or such other sum as may be agreed) will be covered by staged payments during the construction period and BHCC will have a representative to attend site meetings, inspect progress of work, have information on costings and check drawings, any variations and the quality of work on site. An agreed detailed specification of the Library will be appended to the Development Agreement to ensure that a satisfactory building is delivered on practical completion. Further details of the Heads of Terms are set out in the Part 2 Report.
- 3.10 The agreement would work as follows:
- The Development Agreement is the initial key document from which everything flows and has to be agreed and signed by both Medcentres and BHCC.
  - A copy of the draft 125 year lease and the specification for the construction works is attached to the Development Agreement
  - Once signed Medcentres can proceed at their cost with making the planning application with confidence.

- When planning consent has been obtained Medcentres can proceed with construction at their cost in accordance with the specification.
- During construction BHCC have the right to monitor progress and quality using our own consultants.
- The capital contribution of up to a maximum of £319,000 would be paid by BHCC to Medcentres by agreed staged payments.
- When the construction works have been completed and the Architect's certificate of Practical Completion has been issued the long lease of 125 years can be granted from BHCC to Medcentres.
- At the same time Medcentres grant back to BHCC a long sub lease for 125 years of the library at a peppercorn.
- Medcentres also grant a 25 year sublease of the Doctor's surgery at an open market rent and they will have a separate Development Agreement.

This process is subject to agreement between the parties and Cabinet approval.

- 3.11 Although the estimated cost of the works is below the EU threshold, a waiver from Contract Standing Orders will be required, as explained in the Legal Implications, at part 6 of this report, to enable the SPV to let a standard JCT Design & Build Contract to Healthcare & Community Construction Ltd, a company owned by the developer.
- 3.12 **PCT Support:** GP surgery rents are reimbursed by the PCT and it has been agreed and signed off within the Estates Strategy that several surgery premises need to be replaced and the resultant increase of rents approved in advance. This surgery is one of those identified and revenue money has been set aside. The PCT and the GPs need reassurance that the development has the Council's support before the final signing off of the allocation to this project. There is a time pressure for the GPs to move forward with a new surgery as the old one is due to close as the Doctor who owns it has retired.
- 3.13 **Project timetable:** Current draft timetable:
- |                                     |                             |
|-------------------------------------|-----------------------------|
| PCT funding approval:               | October 2011                |
| Council funding approval:           | November 2011               |
| Consultation with key stakeholders: | November 2011– January 2012 |
| Completion of design development:   | November 2011               |
| Planning application decision:      | February 2012               |
| Financial close:                    | March 2012                  |
- The project aims to start on site in April 2012 and complete construction in one year.
- 3.14 **Issues to address:**
- Further work needs to be done on reviewing the parking issues on and around the site.
  - Alternative library provision will need to be found for the duration of the project build. The best options would be to identify a space within one of the other community buildings locally, and officers are confident that this can be easily achieved. The cost of alternative accommodation can be covered within the existing revenue budget.

#### **4. COMMUNITY & ENGAGEMENT CONSULTATION**

- 4.1 Consultation took place with the local community during previous development proposals, so a great deal is known about local community needs and views in relation to a new library facility in Woodingdean. Some of this is captured in the needs assessment in appendix 2.
- 4.2 Consultation has taken place with ward members and the former Cabinet Member for Culture, Recreation and Tourism, with a meeting taking place in December 2010. Following comments and issues raised at that meeting, further design development has taken place to address these issues. The latest proposals have addressed some of the main issues raised in the member consultation meeting in December, reducing the height of the building, giving it a better profile from the other side of Warren Road. The library is larger and on the ground floor, and there are good opportunities for joint service delivery.
- 4.3 Full public consultation will begin as soon as possible, and will help inform further design development.

#### **5. FINANCIAL & OTHER IMPLICATIONS:**

##### Financial Implications:

- 5.1 The estimated direct costs to the council to support the project are £0.5m. This includes a contribution to the development and the fit out and supporting ICT for the new library. In addition the council will be providing the land on a long lease to the development with an estimated value of £0.2m and this land value has been taken into account in agreeing the council's relative share of the development costs.
- 5.2 The £0.5m for this project will be treated as a corporate commitment in the capital programme for 2012/13 and funded from capital receipts, unringfenced capital grants or council borrowing depending on the council's overall capital resources position when finalising the 2012/13 capital programme for Budget Council.
- 5.3 The total revenue costs for the library are approximately £65,000 per annum of which £25,000 relates to staffing, £13,000 is for new books and other resources, £8,000 for central support services and £19,000 for other running costs. It is anticipated that the ongoing revenue costs of the new library will be in the region of £75,000 per annum, assuming the same staffing levels, books and central support costs but allowing for a potential increase in business rates. These costs would be funded from the existing budget plus estimated income of £7,000 – £10,000 from renting out the community rooms based on experience at other community libraries. Plans are in place to ensure that there would not be any additional costs incurred for the temporary arrangements during the build. A new books collection will also be acquired during this period for the opening of the new library using existing book funds.

*Finance Officer Consulted: Michelle Herrington*

*Date: 26/10/11*

#### Legal Implications:

- 5.4 The estimated value of the works contract is below the EU threshold. Contract Standing Orders (“CSOs”) provide, at CSO18, that a waiver may be given to the usual requirements set out in CSO 12 relating to contracts exceeding £75,000, including the seeking of 5 tenders. CSO 18.3 requires that (a) the waiver report is compiled after consulting with the Procurement Strategy Manager, (b) gives reasons for the waiver, (c) includes legal and financial comments and highlights as necessary any future commitment and (d) justifies the method of contractor selection so that value for money and compliance with EU and domestic law can be demonstrated.
- 5.5 Subject to this waiver being granted it is proposed to proceed as indicated in the Part II report in respect of the Development Agreement referred to in recommendation 2.4.

*Lawyer Consulted:*

*Bob Bruce*

*Date: 06/10/11*

#### Equalities Implications:

- 5.6 The development of a new library in Woodingdean would help address some of the community needs identified in the assessment (see appendix 2). This includes the provision of targeted services to equalities groups in the area, helping to build a more cohesive community.

#### Sustainability Implications:

- 5.7 Provision of good quality services within the local communities supports the sustainable community’s goal, as well as reducing climate change and energy use. The new building will benefit from appropriate sustainable features, such as an air source heat pump and rain water harvesting. The Council will require a BREEAM assessment at an early stage which will ensure good practice in environmental design and management is followed.

#### Crime & Disorder Implications:

- 5.8 The new facilities will provide additional library services that will help to improve the life chances of the young people in the community. The buildings will be designed will be designed to enhance the area and reduce the opportunity for vandalism etc.

#### Risk and Opportunity Management Implications:

- 5.9 There is a risk that PCT funding will be lost if there are significant delays in achieving support for the project from the council. The developers are talking to the Planning department to mitigate any delays or objections to planning permission being granted. There is a risk that there will be objections from local people. This will be mitigated by rigorous consultation and community engagement activity by the library service. The previous support from the community for a new library in Woodingdean is a positive indicator of likely support.

### Corporate / Citywide Implications:

- 5.10 A new library would provide a focus for community cohesion and development; providing a safe place to meet, learn and enjoy cultural resources and activities. It would support children and family learning, bringing together young and old. Free access to library based ICT has been shown in a recent survey to bring financial, social and educational benefits to users. The co-location with a medical centre would enhance the provision of health information and education in the area, helping to deliver the health and wellbeing Community Strategy outcome. The project would seek to be a model of best practice in delivering co-location projects.

### **6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 6.1 A full development of the larger site were considered and rejected for economic reasons (see business case for details). There are no alternative options that could provide a new library of this nature or size at the present time. Alternative options for the location of the GP surgery would not be as good as the library location as other sites would be further away from the shops and other community facilities. *(See options appraisal in appendix 3.)*

### **7. REASONS FOR REPORT RECOMMENDATIONS**

- 7.1 To seek agreement to proceed with the development of a new library and GP surgery in Woodingdean.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Case for Relocation of the GP's Surgery
2. Assessment of community need for a new library in Woodingdean
3. Options appraisal for the development of a new library in Woodingdean
4. Benefits realisation assessment for the development
5. Developer summary and track record
6. Plan of the site, draft elevations and layout

### **Documents in Members' Rooms**

1. Business case and plans for the proposed development

### **Background Documents**

None



## The case to relocate Woodingdean Surgery

### Current Position

For the past 25 years, the Woodingdean Surgery has occupied a converted house on Ridgeway Road. There are three full-time GPs who provide primary health care to nearly 6,000 local residents. The number of patients has steadily grown over the years and, although it has remained static over a more recent period, this is in no small part due to the constraints placed upon the Practice by the facilities from which they operate.

The surgery is identified in the PCT's city wide Estates Strategy as failing to meet minimum NHS primary care premises standards and is listed as one of the top priority surgeries for relocation support.

The Practice has only one entrance/exit which means it is in breach of fire regulations. On the ground floor, there is only one consulting room and one nurse treatment room; while, on the first floor, there are a further two consulting rooms. There is no lift and no possibility of incorporating one into the building which means that patients with disabilities, and frail elderly patients, are unable to access two thirds of the consulting rooms. The corridors are cramped and access to the Practice itself and the consulting rooms is insufficient for wheelchair-bound patients. There is no privacy or confidentiality in the reception area and no separate storage area for patient notes; indeed, some notes are stored in locked cabinets in the waiting room which is itself extremely limited and has no children's facilities. There is no dedicated staff rest area, meeting area or kitchen. The internal accommodation measures approximately 200m<sup>2</sup>, whereas the standard for modern GP surgeries would recommend in excess of 500m<sup>2</sup> for a practice with this number of patients.

A PCT commissioned survey assessing practices' compliance with current DDA requirements highlighted non-compliance areas amongst others include:

- No disabled person lift to first floor areas
- No automatic front door
- Existing doors are undersized for wheelchair access
- Steep slope outside the premises makes the approach hazardous for patients and staff with mobility problems.

Further to this, the survey suggested that the building has "poor thermal insulation qualities" and therefore suffers from "high heating, maintenance and running costs". The report concludes that the building has "major deficiencies" and overall is a "poor working environment" particularly in comparison to modern, purpose built medical facilities.

## The way forward

The practice has enlisted the services of Medcentres PLC, a Third Party Development company with a good track record in delivering modern primary care buildings. Medcentres would build the surgery to the specification agreed with the practice and the PCT and then lease the building to the practice on a 25 year term. All the preliminary work including design, consultation and submission of a planning application is carried out at the developer's cost and risk. The initial rent reimbursable to the practice by the PCT, or subsequent NHS organisation, would be set by the district valuer to ensure good value for money who would also approve the proposed lease terms.

## Potential benefits to patients which would arise as a result of a new facility include:

- More Woodingdean residents able to register with a local surgery
- Fully DDA compliant premises
- Employment of a nurse practitioner
- Adequate accommodation for medical trainees including medical students and GP registrars
- Far better infection control including dedicated areas for clinical waste
- Provision of minor surgery
- Space for in-house counselling services and additional patient clinics

## What is needed?

- Space to provide between 500-600m<sup>2</sup> for a purpose built surgery
- A central, ideally highly visible, site within Woodingdean.
- Adjacent excellent public transport links and some parking.
- Space to provide local "out of hospital" services

## Proposal

The ideal location for a new surgery would be the Woodingdean Community Centre site, which is wholly owned by the council. The opportunity exists for a shared building development with the library, which would provide tremendous potential for joint working, particularly around health promotion, which would further benefit the local community.

*Chris Naylor, Estates Lead, NHS Sussex, August 2011*

## COMMUNITY NEED FOR A NEW LIBRARY IN WOODINGDEAN

Woodingdean is an eastern suburb of Brighton & Hove separated from the main part of the city by downland and the Brighton Racecourse which despite its size still manages to maintain a village atmosphere.

Woodingdean Library is 111 square metres and was opened as a 'temporary' building in 1959 and is particularly small for modern usage. It is sited near a range of established community facilities in need of modernisation and there have been various plans for development of the larger site that have not come to fruition though some refurbishment work has taken place on individual buildings.

Woodingdean Library is too small for modern requirements and too inflexible to meet the identified library service and wider and related community development needs. The library is expensive to maintain and has asbestos throughout.

As a designated Neighbourhood Renewal Area, Woodingdean achieved Corporate Community Development Funding to address participation of a range of designated 'communities of interest and identity' to engage in neighbourhood activities and develop cohesive communities, as recommended by the Communities of Interest Network (COIN) report on services, resources, participation and gaps in Neighbourhood Renewal Areas Brighton & Hove.

Woodingdean has a number of identified community development issues including:

- a sense of isolation
- limited transport links
- a lack of sufficient or adequate up to date community facilities
- community safety concerns
- a feeling of 'missing out' or being ignored in past funding opportunities
- strong local identity and volunteer network, rural feel, sense of history, motivation and will to organise develop and improve their quality of life.

In Woodingdean there have been community led discussions over a number of years on the development of new community facilities in the area, including a new library. The development of a new Woodingdean Library would not hinder a broader development of the wider site.

In 2004 Brighton & Hove City Council was given a grant by the Department of Transport to improve the bus service after the national census categorised Woodingdean as an isolated rural area qualified to receive a rural bus support grant.

Woodingdean has 3,888 households and a population of 9,547 of which:

- 16.7% are aged under 16
- 4.7 % are aged 16-19

- 18.3% are aged 65 plus
- 9.7% are in lone parent households
- 18.5% have limiting long term illnesses
- 10.7% provide unpaid care of which 22% provide more than 50 hours per week
- 13.5% aged 16-74 are educated to degree/diploma level

In particular the following differ from the percentage figure for Brighton & Hove as a whole:

- There is a significantly lower number of people aged 16-74 educated to degree/diploma level (-15.2%)
- There is a higher than average number of lone parent households (+1.1%)
- There is a higher than average number of people with limiting long term illness (+.5%)
- There is a higher than average number of unpaid carers (+1.8%) and those providing more than 50 hours a week (+3%)

The Communities of Interest Network (COIN) report on services, resources, participation and gaps in Neighbourhood Renewal Areas Brighton & Hove fed into the community development commissioning work undertaken by the Trust for Developing Communities (TDC) in Woodingdean including funding a range of interventions aimed at ensuring sustainability and development of resident led organisations and in addition, to develop and support the creation of a multi agency community local action team /community safety group. There is a committed network of community organisations and activities with which the Library Service is working.

Woodingdean community development priorities are detailed in the extract from the TDC document below:

Woodingdean- NDC area: Priority Area 2.

**Priorities:**

- A Neighbourhood Action Plan
- Community development in its early stages – ongoing need for development support
- General community development infrastructure development/services
- Big Young peoples issues (large % of pop) – need for centre and detached services including diversionary (esp summer), drug, alcohol and sexual health
- Lone parents including wrap around childcare to enable continuation with education or in gaining employment
- Older people – to reduce isolation (geographical)
- Traveller projects

This development will particularly support the above development priorities as follows:

- Developing services to families and lone parents
- Developing services to young people
- Improving accessibility and delivering services for older people
- Improving community information provision and health information
- Facilitating and playing a key role in community development

## **LIBRARY RESEARCH**

Brighton & Hove City Libraries carry out regular research and consultation in order to identify community needs, measure library performance and identify how the service might be improved. The research and consultation uses a range of methodologies including desk research (Community Profiles), surveying users (CIPFA Plus) and non-users (community surveys), focus group work (eg BME), library open days, and workshops with targeted stakeholders.

In addition the library service has regularly contributed to both areas community newsletters, attended tenants and residents and community association meetings and contributed to community development forums.

Library research and consultation carried out over recent years has identified the following main needs:

- Bigger buildings with increased opening hours
- More stock and computer access
- Dedicated areas for children and families
- Homework clubs/more school use
- Youth focus
- Public toilets
- Interview/121 rooms/community use rooms
- More local history and arts focus

Some indicative quotes from this research and consultation are given below:

*'The Library has offered an excellent service...over the years for my family..'*(Woodingdean)

*'I wish the library could be extended and have more books'* (Woodingdean)

*'Increased access and study space please'* (Woodingdean)

Consultation carried out in 2007 for the Big Lottery bid highlighted the following:

- The need to provide more learning opportunities for people of all ages and abilities

- The need to provide an improved 'core' library service of book stock as well as IT and community facilities
- The need to have better and dedicated spaces for children and families and young people
- The need to makes libraries 'more interesting and fun' for young people via the provision of ICT, relevant and lively book, information and audio visual provision
- Help with school projects, homework, revision and school issues was also highlighted.
- The need to continue to consult and involve widely particularly to involve people who are not part of organised groups or attend meetings via such events as the annual Woodingdean Carnival

Some indicative quotes from this most recent consultation are given below:

*'The Schools in the Deans are keen to enable their pupils to become active learners and the development of appropriate library facilities and services will contribute to this.'* Deans Extended Schools Partnership

*'Most of our special needs children visit the library once a week, and apart from being part of the literacy curriculum , it is very important for our pupils to be involved in the amenities of the local community, and have such opportunities to interact with mainstream life. If other day time events were part of an enlarged library service it would be great for our school'* Downs View Special School

*'We desperately need Woodingdean to be regenerated. A new, much bigger library, enabling a wider range of community activities to take place during and outside opening hours would be a wonderful start. If we had a good modern comfortable venue it would be worth starting up a Woodingdean U3A and I daresay, several other groups would be interested in using the facilities.'* Five Deans U3A (University of the Third Age)

*'Provide a space for young people to enjoy, paint the library pink and keep books longer.'* Response to questionnaire carried out by Woodingdean Youth Centre.

## **OPTIONS APPRAISAL FOR DEVELOPMENT OF A NEW LIBRARY IN WOODINGDEAN**

### **AIM**

To enable the provision of improved community facilities for residents in Woodingdean to improve the lives of local people and contribute to community cohesion and development.

### **OBJECTIVES**

- To meet the needs of the local communities
- To deliver a community hub, enabling access to learning, information and other council services
- To provide accessible modern community library delivering services to a range of identified target beneficiaries
- To deliver sustainable, eco-friendly library building and services, promoting the green agenda
- To deliver a partnership model for community library development

### **OUTCOMES AND BENEFITS**

- Larger, modern community library in Woodingdean able to provide improved flexible and more accessible library and community spaces in response to identified community needs.
- More effective delivery of health information and education to the local community.
- Local community actively engaged in the delivery, development and management of library services.
- Responsive range of learning opportunities and community development activities delivered to people of all ages in the area.
- Sustainable, energy efficient new library building, promoting environmentally friendly local services, with a reduced carbon footprint.

### **OPTIONS**

1. Do nothing
2. Develop services in existing building
3. Extend the existing building
4. New stand alone build on existing site
5. Move community library to alternative sites
6. Develop new facilities in partnership with another other agency

### **CRITERIA**

1. Objectives
2. Benefits and outcomes
3. Costs
4. Timetable
5. Risks

## ANALYSIS OF OPTIONS AGAINST CRITERIA

### OPTION 1: DO NOTHING

#### Criteria 1: Objectives

- Consultation shows that current facilities do not meet the expressed needs of local people.
- Current library has very limited space to deliver learning opportunities or to access information or other council services
- Current library is only accessible to traditional users, with limited appeal to our target beneficiaries.
- Current building is old, contains asbestos, and is costly to maintain. It is not eco-friendly.
- Only limited opportunities for developing effective partnerships for service delivery due to the limitations of the existing building that is not appealing to our potential partners.

#### Criteria 2: Benefits and Outcomes

- Current library is too small to provide more than two or three computers and one study table, making effective or cost effective learning opportunities or information delivery very difficult.
- Current building is old fashioned, inflexible and unsuitable to delivery of modern library services, with no designated space for targeted services other than very small children's sections.
- Limited current involvement of community with local library other than traditional borrowing
- Current building is not energy efficient or environmentally friendly.

#### Criteria 3: Costs

- Building maintenance costs will continue to grow, with no real improvement in facilities.

#### Criteria 4: Timetable

- No timetable involved

#### Criteria 5: Risks

- Community disillusion; service stagnation; longer term financial risk due to deterioration of building

### OPTION 2: DEVELOP SERVICES IN EXISTING BUILDING

#### Criteria 1: Objectives

- It is possible to make limited improvements to library services in the existing building, but we could not help meet the community identified needs as the building is too small and inflexible with limited facilities.
- Current library has very limited space to deliver learning opportunities or to access information or other council services

- Some increased accessibility could be achieved through targeted stock, and some focussed events. However, current building severely limits the range of people that we might reach as it is small and very traditional in appearance.
- Current building is old, contains asbestos, and is costly to maintain. It is not eco-friendly.
- Community engagement work would enable us to develop some partnerships, but the limitations of the existing building would limit these opportunities.

#### Criteria 2: Benefits and Outcomes

- Current library is too small to provide more than two or three computers and one study table, making effective or cost effective learning opportunities or information delivery very difficult.
- Current building is old fashioned, inflexible and unsuitable to delivery of modern library services, with no designated space for targeted services other than very small children's sections.
- Limited current involvement of community with local library other than traditional borrowing
- Current building is not energy efficient or environmentally friendly.

#### Criteria 3: Costs

- Maintenance costs would continue to grow, with no real improvement in facilities. There would be additional revenue costs in delivering improved services in existing building, for which we would need to seek funding.

#### Criteria 4: Timetable

- An annual programme of limited learning and community activities could be developed.

#### Criteria 5: Risks

- Lack of funds to deliver; community disillusion; longer term financial risk due to deterioration of building

### OPTION 3: EXTEND THE EXISTING BUILDING

An extension to the current Woodingdean Library building would provide many of the benefits outlined in the new build option, as the expanded size would create enough space to offer more community learning and development activities. However:

- the overall appearance of the library would remain traditional and so unappealing to wider audiences
- the change of levels on the site would make an extension an expensive option and therefore not deliver value for money
- the current building was built as a temporary structure in 1959
- the building would continue to be riddled with asbestos (we have removed as much as possible, further removal would require effective demolition), would not be energy efficient and would retain a high carbon footprint
- costs would remain high for the running and maintenance of the building

- risk that improvements would not achieve level of impact on community need, resulting in low value for money and limited community benefits

#### OPTION 4: NEW STAND ALONE LIBRARY ON EXISTING SITE

##### Criteria 1: Objectives

- New community library building would enable us to help achieve some of the priorities identified by local community
- New library development can be purpose designed and built to enable learning activities and community events to take place, and for new services to be delivered. New facilities would complement and not compete with the existing range of community and learning facilities in the area.
- New library building can be designed to more adequately meet the identified needs of the local communities and so have greater success in reaching more people and especially targeted beneficiaries.
- New build would enable us to design and develop highly sustainable, energy efficient and eco-friendly building, and educate people about the service and economic benefits of ecological buildings.

##### Criteria 2: Benefits and Outcomes

- The impetus of a new building would attract many more people in the local community to get involved in the exiting opportunities provided by the new development.
- New library development can be purpose designed and built to enable learning activities and community events to take place.
- A new building could be designed to be more accessible and more flexibly used, and be more appealing to non-traditional users.
- Any new build would be more energy efficient, with a lower carbon footprint.

##### Criteria 3: Costs

- Building running costs would be more efficient. Greater involvement from the community and voluntary sector would enable us to deliver some activities in partnership.
- Cost of building a stand alone library is significantly higher than a shared building would be.

##### Criteria 4: Timetable

- Estimated two years from project planning to delivery of new facilities.

##### Criteria 5: Risks

- Raised expectations in the local communities that outstrip the capacity of the new development.

#### OPTION 5: MOVE TO ALTERNATIVE SITE

An analysis of current local community libraries across the city identified some libraries in the cit that were in the wrong locations. However, Woodingdean Library

is thought to be in the appropriate location. This was endorsed by a workshop of Council Members set up to look at community library development across the city.

Woodingdean Library is located on the same site as one of the local schools, the community and youth centres, and an open-air swimming pool. It is opposite the main parade of shops in the area. Previous work with local community organisations in the area reinforces our view that co-location with other community facilities is essential and our goal is to compliment and enhance the limited existing facilities, maybe even helping to kick-start a wider site redevelopment for the area.

#### OPTION 6: DEVELOP NEW FACILITIES IN PARTNERSHIP WITH ANOTHER AGENCY

Same options appraisal results as for option 4 'new build on existing sites', but with the added benefit of:

- Shared cost of capital development would make the whole development better value for money
- New library co-located with a new GP surgery would enable delivery of more effective health information and education
- More able to attract other agencies to help deliver learning activities and local access to information and advice
- Greater opportunities to involve participation from community and voluntary sector
- Able to address local needs more effectively

#### CONCLUSION

It is clear from the options appraisal that the preferred option is to develop new facilities in partnership with another agency:

- The proposal to develop a joint library and medical centre will bring significant benefits in terms of reduced capital costs and operational costs, and more effective services.
- The current community engagement activities, building on existing partnership arrangements with a number of local learning providers, will enable us to deliver other learning opportunities that compliment current local provision and that meet local needs.
- The planned designs will improve access to information and advice, which is essential in a community like Woodingdean that feels isolated. Improved information and advice can be delivered through one-to-one interview rooms for confidential advice sessions, as well as through traditional library services enhanced by ICT.
- Models of collaborative working with a children's centre has been developed in another community library in the city where the centre is included as part of the

library, and we expect to extend this method of working to the new libraries in Woodingdean.

- Closer working with community and voluntary sectors will extend the range of development activities offered, and we are seeking greater involvement by volunteers in enhanced library service delivery.

## Benefits Realisation Assessment for a New Library in Woodingdean in Conjunction with a new GP Surgery

<b>Dimension 1: Finance</b>	
How much will the project cost to implement?	<p>The build costs of the project are currently estimated at £1,690k of which £519k (based on floor area) would need to be funded by the Authority. It is proposed that the land be a contribution to the project in return for a 125 year lease and is currently valued at £200k. Thus a net cash contribution of £ 319k would be required towards the build costs. In addition there would be costs in respect of fixtures &amp; fittings, IT, equipment etc which is estimated at £110k, legal and technical costs of an estimated £25k, stamp duty at £15k and possible compensation to the Marching Band of £5k. Allowing for contingencies of say £ 26k, the capital costs are estimated to be in the region of £500k.</p> <p>Total development cost: £500,000</p>
How will the implementation be funded?	<p>The PCT will fund the development costs for the GP surgery. The split of costs is based on percentage of the built area, with 73.5% of the area being for the medical centre, and 26.5% of the area being for the library.</p>
How much will the new service cost to run after the project?	<p>New development would be more efficient in terms of energy consumption, and maintenance costs than current building which is 52 years old and in need of modernisation and refurbishment. Evidence from Jubilee and Patcham new libraries shows that increased visitor numbers brings the unit cost per visitor down.</p> <p>The total revenue costs for the library are around £65k per annum of which £25k is for staffing, £13k is for new books and other resources, £8k for central support services and £19k for other running costs. It is anticipated that the ongoing revenue costs of the new library will be in the region of £75k, assuming the same staffing levels, books and central support costs but allowing for an increase in business rates. These costs would be funded from the existing budget plus estimated income of £7k to £10k from renting out the community rooms. Plans are in place to ensure that there would not be any additional costs incurred for the temporary arrangements during the build. A new books collection will also be acquired during this period for the opening of the new library using existing bookfunds.</p>
Is the project affordable and does it represent	<p>There are a number of viable options for the funding of the library development:</p> <ol style="list-style-type: none"> <li>1) Council borrowing over a number of years. The</li> </ol>

VFM?	<p>estimated costs (including loan repayments and interest charges) based on a loan of £500k paid back over 25 years is 43k p.a.</p> <p>2) Strategic Investment Funding (SIF) – SIF funds could be allocated.</p> <p>3) Capital receipts – If the Jubilee Library refinancing goes ahead, some of the capital receipt from this could be used to fund this development.</p> <p>The build costs at £1920 per m2 are reasonable and compare well to other projects.</p> <p>The cost of developing a stand alone library of the same size on the same site would be considerably higher, at an estimated £700,000 for build costs, plus fit out and other costs solely falling on the authority, giving a total of an estimated £1million.</p>
<b>Dimension 2: Customers and Stakeholders</b>	
How does this help us meet our service standards?	Library development would increase our performance in terms of increased library use as well as increased customer satisfaction levels. Research has shown the demand in the area for increased access to study space, ICT, books and other resources, all of which could be delivered in a bigger and purpose built new building.
How does this help improve customer satisfaction?	Consultation with the local community and analysis of community need (see separate paper on community needs assessment) has clearly demonstrated the need and local demand for improved library facilities in this area. The GP surgery has also demonstrated a clear need for improved medical facilities. Previous library developments have demonstrated that improvements to facilities will result in significant improvement in customer satisfaction. The development will build on previous work with local community members through regular meetings and engagement with local community organisations.
How does this promote accessibility?	Development would have improved physical access to the building including accessible toilets, and new facilities would improve access for local community to ICT, community space, learning opportunities, information and library resources.
<b>Dimension 3: Staff</b>	
How does this impact on current staffing levels and skills	<p>The library could be operated on the same operating model as at present with three day a week opening.</p> <p>Co-location and the use of new technology present opportunities to use staff in different ways. The design of the</p>

requirements?	new building has built in flexibility to enable some spaces to be used out of hours without staff present. Skill levels of staff are similar to those required at other libraries across the city, so skills upgrading is already underway.
How does this impact on working practices?	Libraries have already introduced new ways of working in other libraries and so working practices are already changing in line with new developments. Other operating models will be explored to help extend access.
How will the change be managed?	Management of use of new technologies, and enabling access to community spaces without staff present is already being implemented in other parts of the library network.
<b>Dimension 4: Corporate &amp; Citywide</b>	
How does this deliver against priorities?	A new library would provide a focus for community cohesion and development, providing a safe place to meet, learn and enjoy cultural resources and activities. It would support children and family learning, bringing together young and old. Free access to library based ICT has been shown in a recent survey to bring financial, social and educational benefits to users. The co-location with a medical centre would enhance the provision of health information and education in the area, helping to deliver the health and wellbeing Community Strategy outcome.
How can this improve sustainability?	Objectives of any new build will be to create a library building that uses less energy, pollutes less, creates less waste and has a reduced contribution to climate change.
How can this improve the council's performance?	Improvement in library performance would contribute to the overall performance of the council. Libraries are also one of the main access points to council services in the local community. Previous Audit Commission inspections have highlighted the need to make progress on community library improvements. This development would improve the council's reputation and have a positive impact on the local community. Evidence of this can be seen in the impact of Jubilee, Patcham and Coldean library developments.

## **Developer summary and track record**

*Extract from the full business case produced by Medcentres Sept 2011.*

Medcentres PLC is a group of three companies which provide a complete, specialist service to Doctors and PCTs procuring new primary care facilities. They also offer their services to other government authorities and have completed several primary school projects. The companies within the group are:

Medcentres Project Administration – Project Management

Primary Secondary Design – RIBA accredited Architects

Health Care and Community Construction – Construction

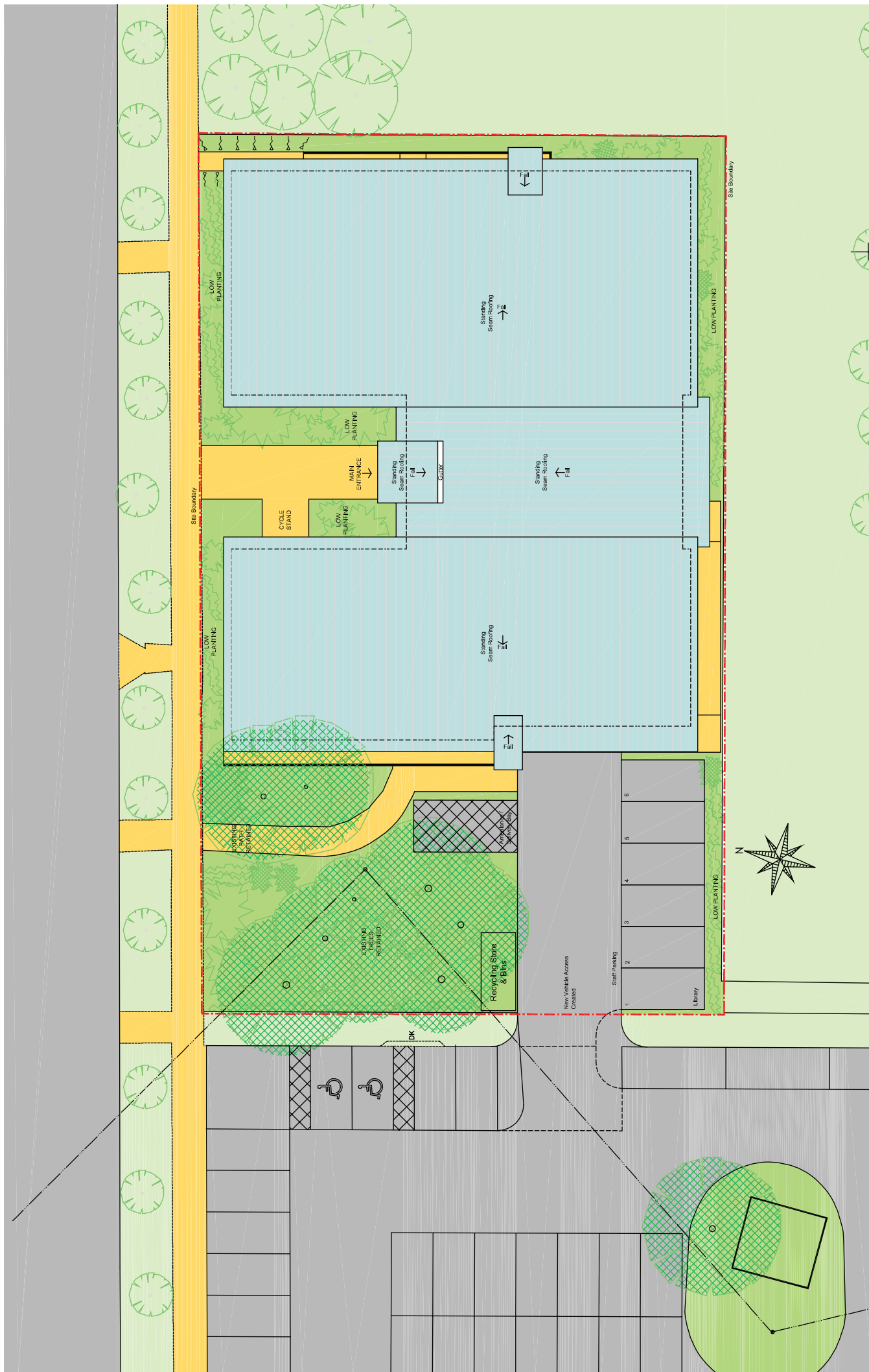
They have been operating in the primary care market for over 15 years, focusing initially on managing cost rent schemes for GPs. Since then the company has grown extensively, becoming a PLC in 1999 and bringing design and construction elements to the group in 2002.

Whilst Medcentres Project Administration solely project manages and raises finance for 3PD and owner occupation schemes for Medcentres PLC, both Primary Secondary Design and Health Care and Community Construction also contract with third parties on other developments projects within the public and private sectors. Thus within the one group they have a wide range of knowledge encompassing both pure 3PD medical centre schemes and more complicated multiuser schemes.

To date they have completed over 30 projects with a further 3 currently under construction and another 6 in negotiation. Over the last 3 years they have completed and handed over 9 schemes.

Medcentres PLC would complete all aspects of the project as a single entity using the three companies within its group and take responsibility for all phases of the project from design through to planning, site surveys, finance, legal work, construction and ultimately hand over and aftercare.

Thus they are able to provide a complete turnkey solution, over which they retain full control.

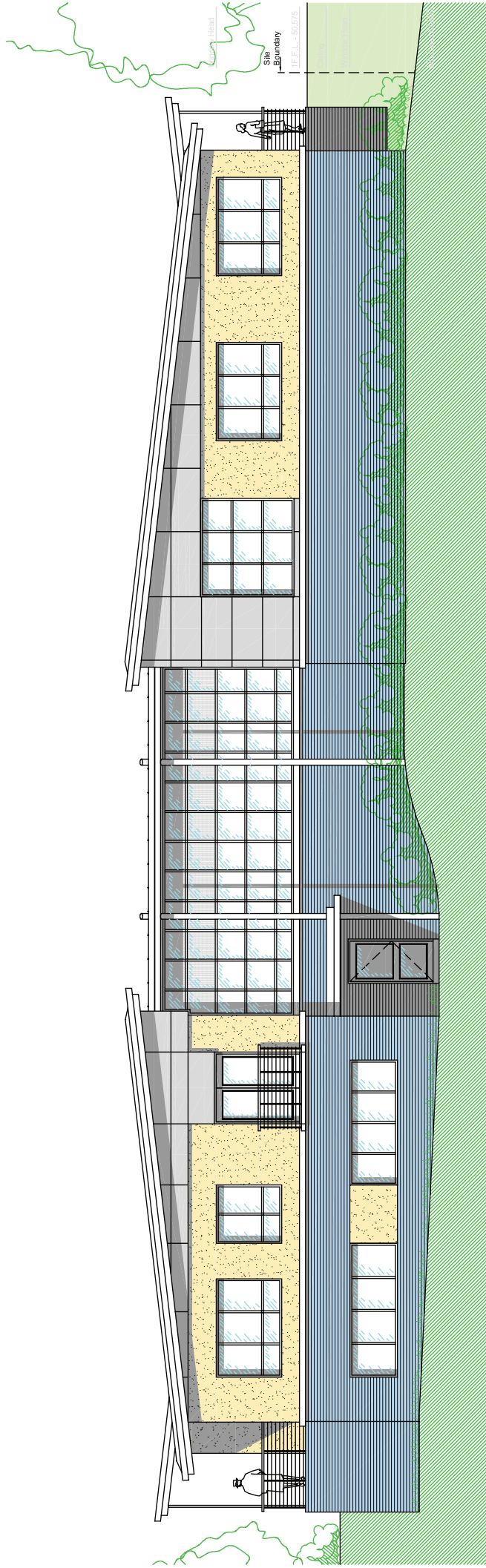






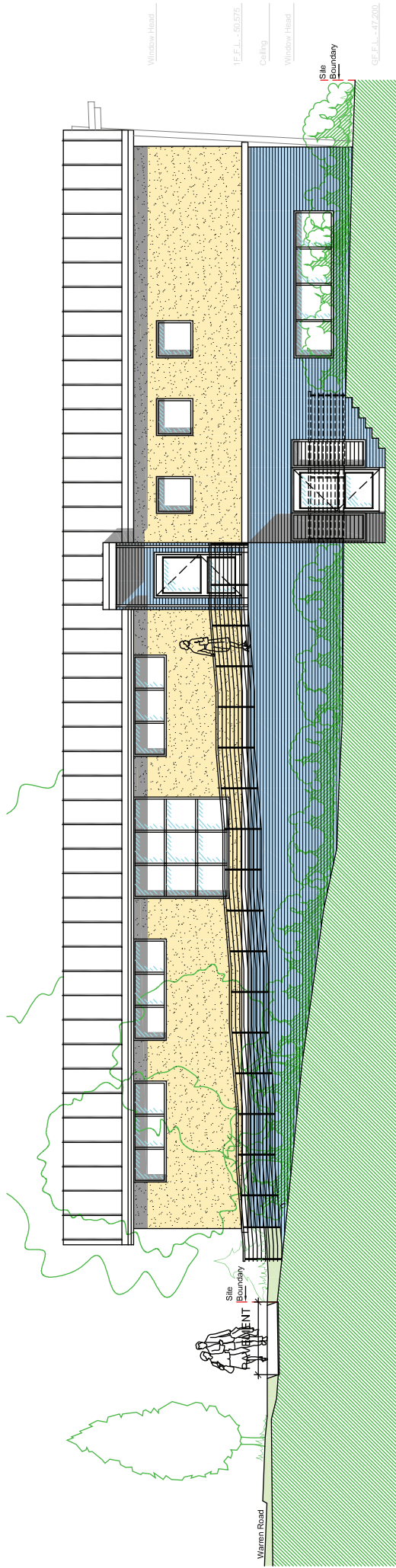
East Elevation



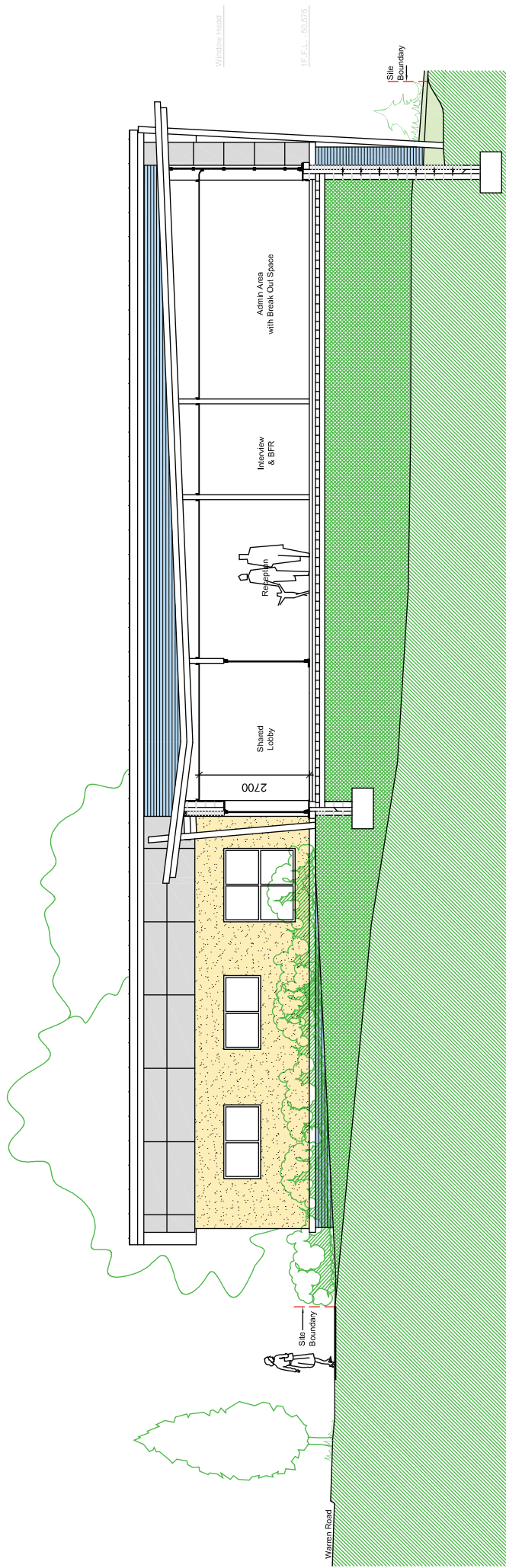


## South Elevation



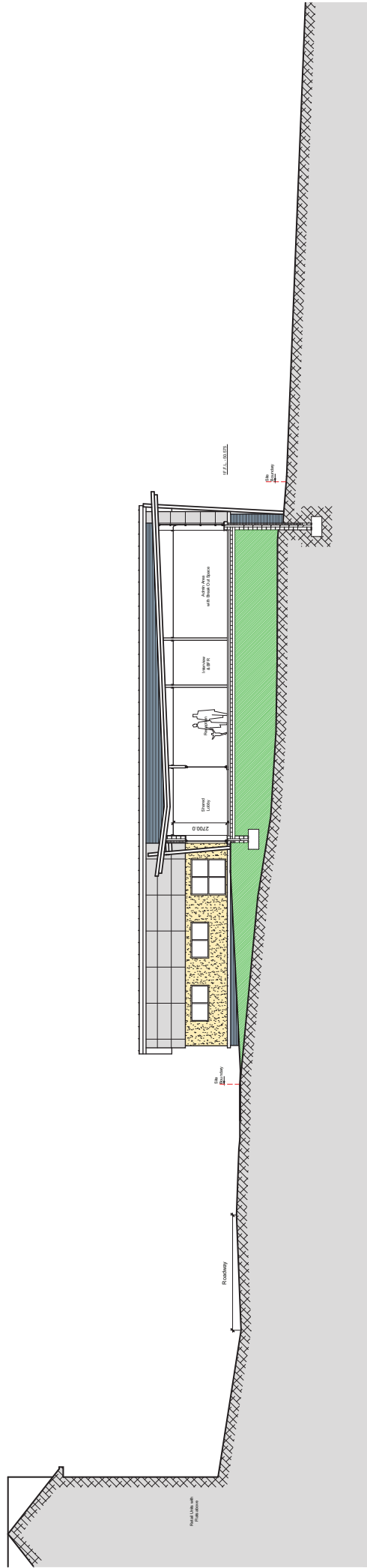


West Elevation



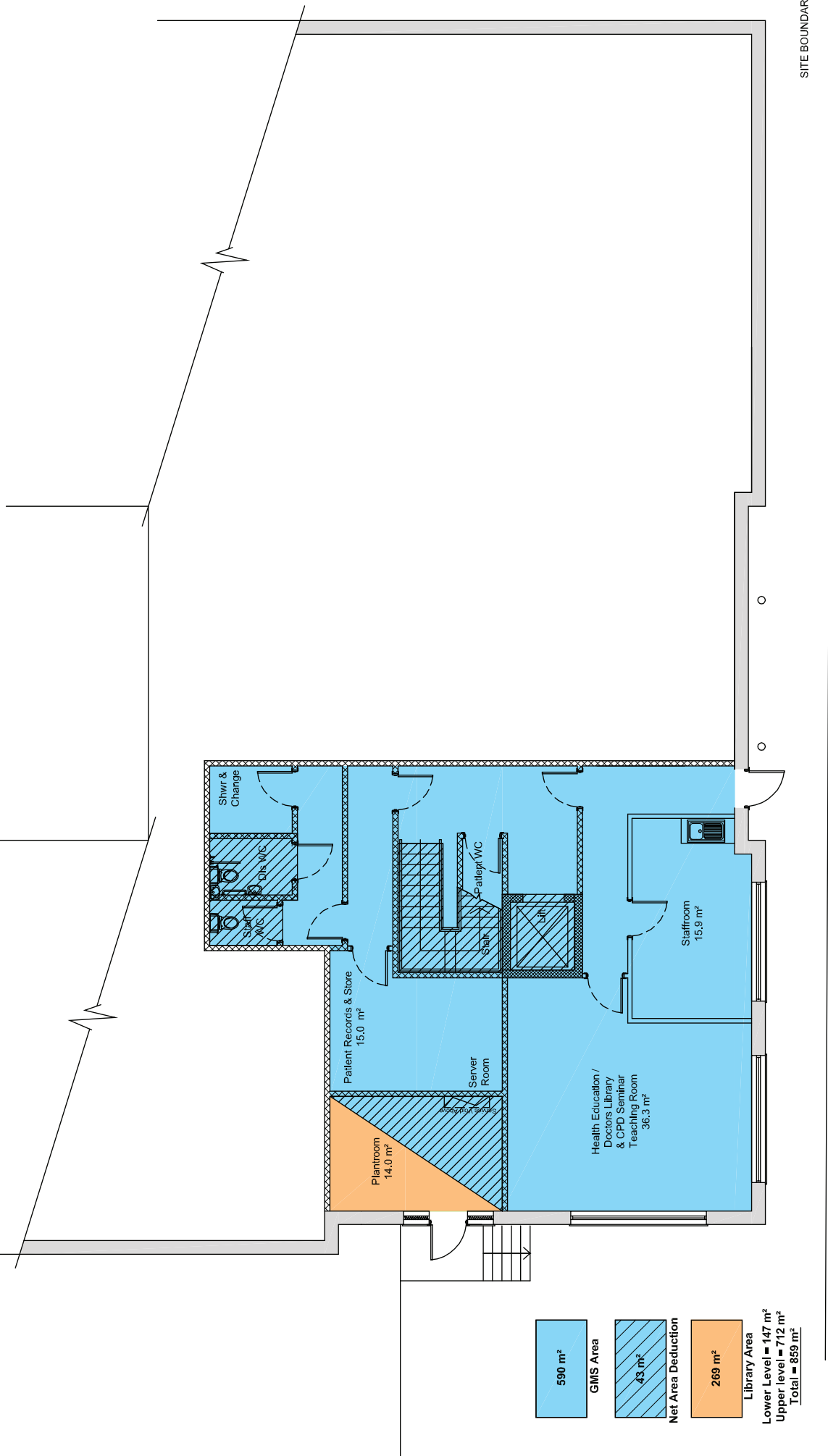
Section





## Section

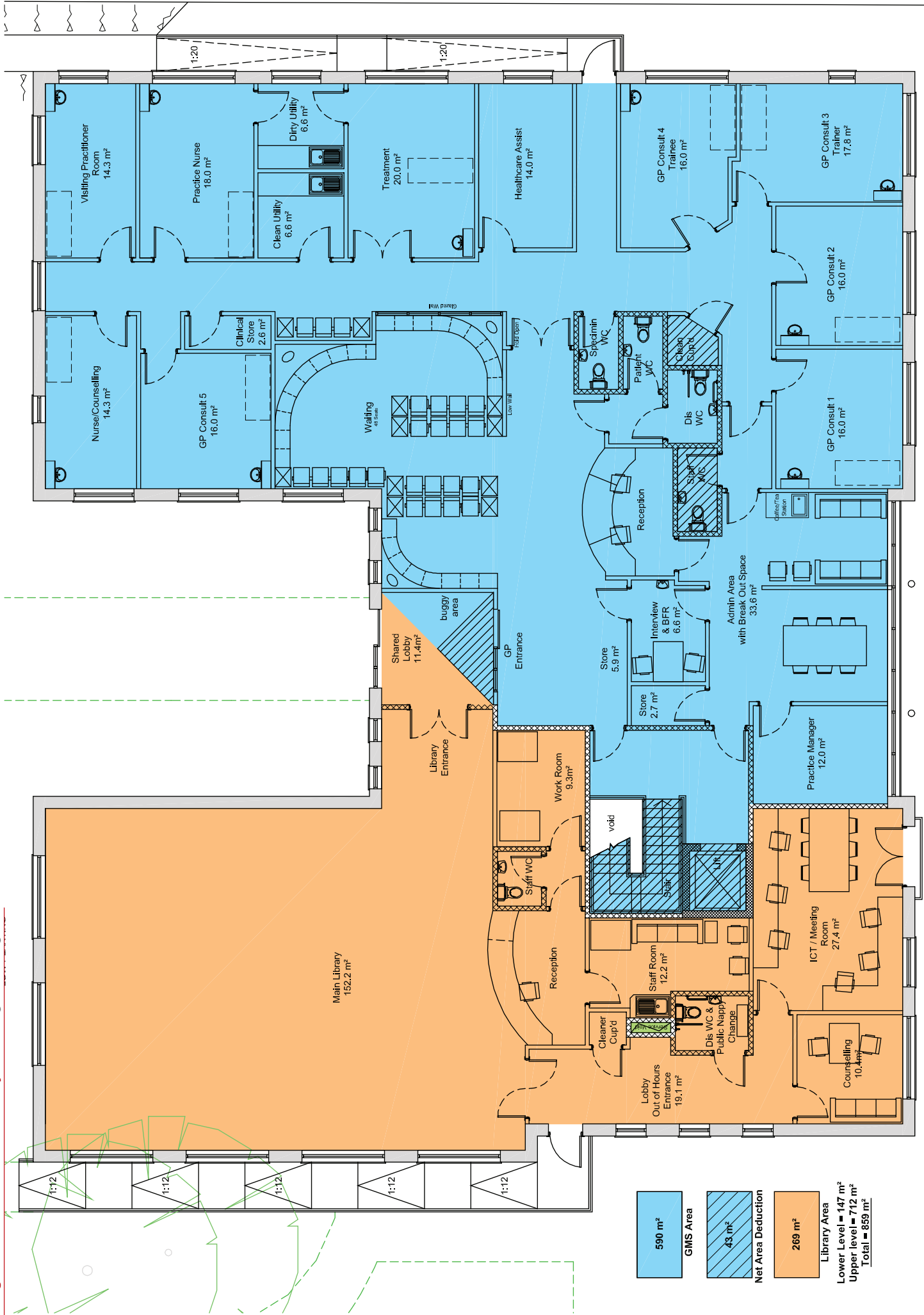




590 m <sup>2</sup>	<b>GMS Area</b>
43 m <sup>2</sup>	<b>Net Area Deduction</b>
269 m <sup>2</sup>	<b>Library Area</b>
<b>Lower Level = 147 m<sup>2</sup></b> <b>Upper Level = 712 m<sup>2</sup></b> <b>Total = 859 m<sup>2</sup></b>	

SITE BOUNDARY







<b>Subject:</b>	<b>Blatchington Mill School Hockey Pitches</b>		
<b>Date of Meeting:</b>	<b>10 November 2011</b>		
<b>Report of:</b>	<b>Strategic Director, Resources</b>		
<b>Lead Cabinet Member:</b>	<b>Cabinet Member Finance &amp; Central Services</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Jessica Hamilton</b>	<b>Tel: 29-1461</b>
	<b>Email:</b>	<b>jessica.hamilton@brighton-hove.gov.uk</b>	
<b>Key Decision:</b>	<b>No</b>		
<b>Ward(s) affected:</b>	<b>Hove Park</b>		

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

- 1.1 In May 2010 a Conditional Agreement was put in place between the Council, the Governors of Blatchington Mill School (the School) and Brighton & Hove Hockey Club Limited (the Club) setting out conditions for the funding, construction and future use of 2 hockey pitches within the school grounds. The school and the location of the hockey pitches are shown on the plan in appendix 1
- 1.2 Planning permission has now been granted and construction is due to start shortly, funded by the School, the Club and the England Hockey Board (EHB). Both the School and the Club will share use of the pitches. This property report seeks permission for the land transaction to enable the funding and construction of the project through the granting of a lease to the Club documenting their use of the pitches. The council is the freeholder of the land.

**2. RECOMMENDATIONS:**

- 2.1 That Cabinet authorises the council to grant a lease to the Hockey Club for 20 years at a peppercorn rent, when the Conditional Funding Agreement conditions detailed at paragraphs 3.3 and 3.4 are met.
- 2.2 That Cabinet agrees that the Council loans Blatchington Mill School £350,000, funded through unsupported borrowing on the repayment terms set out in paragraph 5.1.

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

- 3.1 Brighton & Hove Hockey Club is a long established club and one of the largest in the South of England with a total of 16 teams catering for all abilities and ages. They currently use pitches at Stanley Deason Leisure Centre and the Sussex University Sports Complex but have been attempting to, for many years, obtain funding and identify a location for their own dedicated all weather pitches.

- 3.2 In February 2010 following negotiations between the Club and the School a joint submission was made to the EHB for funding towards two all weather pitches at the School resulting in the provision of £150,000 funding.
- 3.3 In May 2010 a Conditional Agreement was put in place between the Council, the School and the Club setting out the way forward for the pitches to be funded, constructed and managed. The conditions of this agreement are already in hand. One of the conditions was for the School and the Club to obtain planning permission for the development of the pitches and this has now been granted (BH2011/01264).
- 3.4 Another condition of the Conditional Agreement is for each of the parties to make a funding contribution as follows:-

England Hockey Board	£150,000
Governors of Blatchington Mill School	£350,000
Brighton & Hove Hockey Club	£400,000

It has subsequently been agreed that the Club and the School will contribute additional funding should the build costs exceed £900,000.

- 3.5 The School is to procure the construction of the pitches and a Community Use Agreement will be put in place setting out in detail how the pitches will be managed, maintained and used.
- 3.6 It is intended that the School will manage and maintain the pitches and have use of them on school days. The Club will have use of the pitches on weekends and evenings and there are periods where the pitches are available for community use or commercial hire.
- 3.7 In return for their contribution toward the costs of construction the Club will receive a 20 year lease on the pitches, with security of tenure, to provide them with the security they require to ensure their interest and investment is protected. Should the council terminate the lease on expiry the Club will be given the balance of a sinking fund, managed by the school, to allow them to set up and construct new pitches elsewhere.
- 3.8 A letter to the Argus from a parent of children of the school incorrectly reported that the school governors were not prepared to proceed with the development of the playing fields if a lease was required. This letter followed the author's attendance at a Friends of Blatchington Mill meeting and the minutes of that meeting do not reflect this parent's understanding. The head teacher of the school is communicating to the school community, students, parents and neighbours the decision taken by the governors.
- 3.9 The lease will be preceded by an Agreement for Lease and the lease will be granted when the conditions of the conditional funding agreement (dated 17 May 2010) detailed above have been met.

#### **4. COMMUNITY ENGAGEMENT AND CONSULTATION**

- 4.1 Community consultation has been completed as part of the planning process.

- 4.2 In agreeing the heads of terms for the lease internal consultation has been held with Legal, Finance, Schools Capital Strategy, the Chair of Governors for Blatchington Mill School, the Business Manager for Blatchington Mill School and the Club.

## **5. FINANCIAL & OTHER IMPLICATIONS:**

### Financial Implications:

- 5.1 The school wishes to borrow its funding contribution of £350,000 from the Council. This will be funded through unsupported borrowing and the school's Business Plan shows that the repayments of interest and principal are affordable to the school. The loan principal will be repaid by the school in equal instalments over a fifteen year term and the interest payments will be based on the Council's average borrowing rate for each year.
- 5.2 A Business Plan has been prepared to consider the potential income and expenditure in relation to the development and to assess the financial risk. The Plan is self financing with the School utilising rental charges from the commercial hire to pay towards the costs of maintaining the pitches, provide a sinking fund for their replacement and pay interest and capital on their loan.
- 5.3 The School has undertaken extensive research around usage numbers and the impact of varying conditions. Even on a worse case scenario the Business Plan results in a break-even position in terms of potential cash flows.

*Finance Officer Consulted: Peter Sargent Date: 26/10/11*

### Legal Implications:

- 5.4 The terms of this disposal come within the general consent under s77 of the School Standards and Framework Act 1998.
- 5.5 Best consideration is achieved by virtue of the money that the hockey club are putting into the construction of the pitches.
- 5.6 It is not considered that any individuals Human Rights Act rights are adversely affected by the recommendations in this report although some local inhabitants are seeking to challenge the proposals on a variety of grounds.

*Lawyer Consulted: Anna MacKenzie Date: 08/08/11*

### Equalities Implications:

- 5.7 Brighton & Hove Hockey Club nurture and promote the playing of hockey for a wide range of ages and all abilities. The proposed development will provide improved sports facilities available for community use at discounted rates.

### Sustainability Implications:

- 5.8 Sustainability implications have been considered as part of the planning process.

Crime & Disorder Implications:

- 5.9 There are none.

Risk and Opportunity Management Implications

- 5.10 The risks and opportunities have been assessed as part of the Business Plan

Public Health Implications:

- 5.11 The proposal for improved sports facilities will promote physical activity within the school and the wider community.

Corporate / Citywide Implications:

- 5.12 The proposal meets the council corporate plan objective to increase and diversify participation in cultural and sporting activities.

**6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 6.1 The School could not afford to fund the development without the investment from the Club. The partnership approach makes the development affordable to both parties who will benefit in equal measure.
- 6.2 The School could potentially partner with another sporting club who had access to the financial resources needed to fund this development. The council is not aware of any other sporting clubs with such finances available.

**7. REASONS FOR REPORT RECOMMENDATIONS**

- 7.1 By working in partnership the School and the Club, with funding from the EHB, have submitted a planning application and business plan for the development of 2 all weather pitches to be used by the School, the Club and the community. Income generated from the hire of the pitches to third parties is to be used to cover the costs of management, maintenance and finance.
- 7.2 In order to secure their interest and in return for a contribution of £400,000 towards the construction of the pitches the Club have been offered a 20 year lease with security of tenure. Should the council terminate the lease on expiry the school are to pay to the Club the balance of the sinking fund to allow them to set up and construct new pitches elsewhere.

## **SUPPORTING DOCUMENTATION**

### **Appendices**

1. Plan

### **Documents In Members' Rooms**

None

### **Background Documents**

None



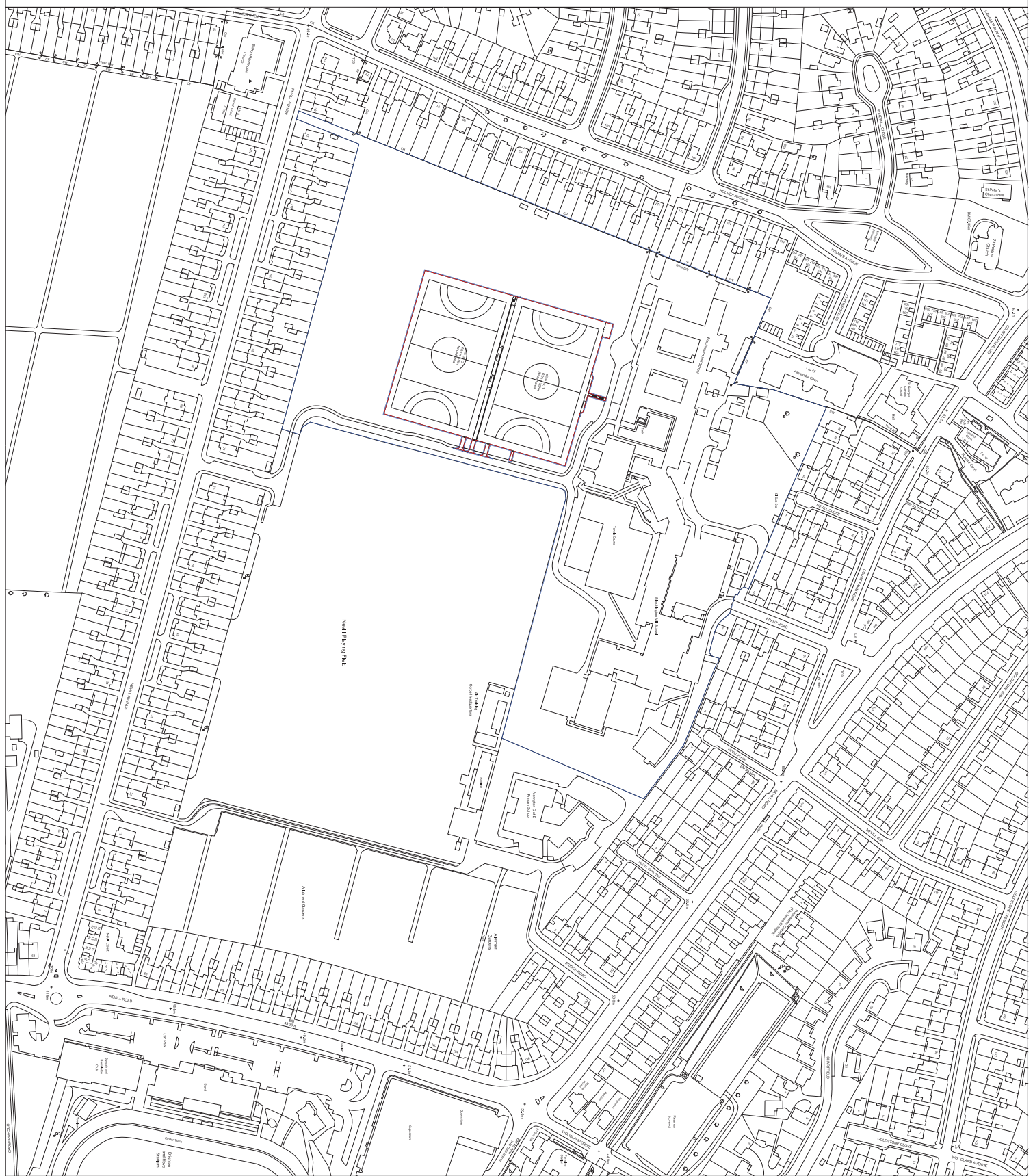


Brighton and Hove Hockey Club  
Blatchington Mill School  
Neill Avenue  
Hove  
BN3 3BW

# LOCATION PLAN



Scale : 1/1250 at A1 size





<b>Subject:</b>	<b>Re Tendering of Home Care Contracts</b>		
<b>Date of Meeting:</b>	<b>10 November 2011</b>		
<b>Report of:</b>	<b>Director of Adult Social Care &amp; Health / Lead Commissioner People</b>		
<b>Lead Cabinet Member:</b>	<b>Cabinet Member for Adult Social Care &amp; Health</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Debbie Greening</b>	<b>Tel: 29-5739</b>
	<b>Email:</b>	<b>debbie.greening@brighton-hove.gov.uk</b>	
<b>Key Decision:</b>	<b>Yes</b>	<b>Forward Plan No: CAB25585</b>	
<b>Ward(s) affected:</b>	<b>All</b>		

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

- 1.1 Cabinet received a report on July 14<sup>th</sup> 2011 regarding home care services and gave approval to the re tender of this service. The report specifically concerned the main Framework contract for home care services.
- 1.2 The Council also contracts for a home care service in an extra care housing scheme, Patching Lodge, in Brighton. This has previously been procured separately from the main Framework contract. This report is seeking cabinet approval to include this service within the retendering process for home care as agreed at Cabinet on July 14<sup>th</sup> 2011.

**2. RECOMMENDATIONS:**

- 2.1 That Cabinet notes the previous approval for re-procurement of the current Home Care Framework contract given on 14<sup>th</sup> July 2011.
- 2.2 That Cabinet approves the inclusion of the home care service at Patching Lodge within the agreed home care re-procurement process.
- 2.3 That Cabinet grants delegated authority to the Director of Adult Social Services and Lead Commissioner People to include the provision of end of life and continuing health care within the agreed procurement process if considered appropriate following discussions with NHS colleagues.

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

- 3.1 The Cabinet report of July 14<sup>th</sup> 2011 provided background information regarding the home care service and details of the procurement process that will be undertaken. Cabinet approved the retendering process and granted delegated authority to the Director of Adult Social Care / Lead Commissioner People to approve the award of contracts to successful bidders. The report was focused upon the Framework Contract for home care services.

- 3.2 The Council also contracts for a home care service in Patching Lodge, an extra care housing scheme. This has previously been procured as a discrete service, separate from the Framework Contract. The current contract is due to expire at the end of May 2012 and will need to be retendered.
- 3.3 The expiry dates for the Framework contract and the Patching Lodge contract were not originally aligned, with the framework contract ending in March 2012 (though with a clause that enables the contract to be extended for up to a further eighteen months) and the Patching Lodge contract ending in May 2012. However, in order to accommodate a full consultation exercise in respect of the re-tender, a decision has been taken to exercise the option to extend the existing framework contract for some additional months. This will mean that the procurement of both the Framework and Patching Lodge contract can be undertaken at the same time and the services at Patching Lodge can be brought within the new Framework contract. The Commissioning Board overseeing the re-tendering exercise considers this to make good sense both in terms of the services themselves and in relation to value for money.
- 3.4 By including the Patching Lodge service in the retender for the Framework contract the Council will not have to undertake and resource two separate procurement processes.
- 3.5 The home care service at Patching Lodge is in essence the same type of home care service that is being re tendered for within the Framework contract and fits within the service specification for that tender.
- 3.6 By including the Patching Lodge service within the Framework contract we will be enabling providers to present more flexible and efficient service models for service delivery in the district within which Patching Lodge is located.
- 3.7 The Patching Lodge service was not specified in the Cabinet report of July 14<sup>th</sup> 2011 and therefore this further report has been written to obtain Cabinet approval as set out in the recommendations.
- 3.8 There is one other issue not covered in the original report which Cabinet should be informed of. This relates to the role of the home care service in the provision of end of life care and continuing health care. This is an element of service that is currently provided through the Framework contract and the Council is in discussions with NHS colleagues to strengthen these arrangements within the new Framework contract. This will include matters such as training and care pathways.

#### **4. COMMUNITY ENGAGEMENT AND CONSULTATION**

- 4.1 A comprehensive consultation plan was included in the Cabinet report of July 14<sup>th</sup> 2011 and is well underway.
- 4.2 The consultation plan has been amended to include the residents of Patching Lodge and their families in the consultation process.

## 5. FINANCIAL & OTHER IMPLICATIONS:

### Financial Implications:

- 5.1 The current value of the Patching Lodge contract is approximately £0.366 million per annum. The inclusion of this contract will help to drive further efficiencies from the overall procurement process for home care.

*Finance Officer Consulted: Mike Bentley Date: 13/10/11*

### Legal Implications:

- 5.2 There is no change to the implications noted in Cabinet Report for re-Tendering Home Care Contracts 14th July 2011.

*Lawyer Consulted: Sonia Likhari Date: 13/10/11*

### Equalities Implications:

- 5.3 The Cabinet Report of July 14<sup>th</sup> 2011 included details of the Equalities Impact assessment that will be undertaken. This will be amended to ensure that the service at Patching Lodge is included.

### Sustainability Implications:

- 5.4 These implications were covered in detail in the Cabinet Report of July 14<sup>th</sup> 2011 and will not change through the inclusion of the Patching Lodge service in the tender.

### Crime & Disorder Implications:

- 5.5 The provision of home care for vulnerable people can help reduce the fear of crime. Modern adaptations such as telecare linked to a home care service can also help people feel safer and less vulnerable to crime.

### Risk and Opportunity Management Implications:

- 5.6 The Commissioning Board have considered these and are of the view that these recommendations provide an opportunity to improve value for money and service delivery.

### Public Health Implications:

- 5.7 Home care services provide essential support to people with care needs enabling them to live in the community as independently and safely as possible.

### Corporate / Citywide Implications:

- 5.8 These were set out in the Cabinet report of July 14<sup>th</sup> 2011 for the broader home care service. The key distinction in relation to these recommendations is that the Patching Lodge service relates to a specific service in a specific geographic location in the city.

**6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

6.1 The option to procure this service separately from the main framework contract was considered but was not thought to be the most efficient approach nor would it encourage providers to develop more efficient and effective models of service.

**7. REASONS FOR REPORT RECOMMENDATIONS**

7.1 The recommendations provide the most efficient means for procuring this service and promote opportunities for provider to develop effective and efficient delivery models for this service.

**SUPPORTING DOCUMENTATION**

**Appendices:**

None

**Documents in Members' Rooms**

None

**Background Documents**

None

Document is Restricted

