

29 November 2012

This record relates to Agenda Item 75

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: PUBLIC INVOLVEMENT

AUTHOR:

THE DECISION

- (1) It was noted that no petitions were presented by members of the public.
- (2) It was noted that there were no written questions from members of the public.
- (3) The two deputations regarding the No. 52 Bus Service from Mr. Wedd and Miss Tsapparelli which had been referred from the last Council meeting on the 25th October 2012 were noted.

REASON FOR THE DECISION

DETAILS OF ANY ALTERNATIVE OPTIONS

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services
Signed:



CALL-IN FOR SCRUTINY

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29 November 2012

This record relates to Agenda Item 76

RECORD OF DECISION

SUBJECT: MEMBER INVOLVEMENT

AUTHOR:

THE DECISION

- (1) The petition concerning the No. 52 Bus Service presented by Councillor Simson to the Council meeting on the 25th October 2012 was noted;
- (2) It was noted that there were no letters from Members;
- (3) (a) Notice of Motion on Fuel Poverty

The notice of motion which had been referred from the Council meeting on the 25th October 2012 was noted and an officer report requested in regard to the implications of signing the Local Authority Fuel Poverty Commitment promoted by the End of Fuel Poverty Coalition and in joining with other councils who are actively promoting co-operative energy switching schemes and to promote the benefits to this to local residents.

(b) Notice of Motion on 'Fracking'

The notice of motion which had been referred from the Council meeting on the 25th October 2012 was noted and the intention that Brighton and Hove should become a 'frack-free' zone agreed in principle, subject to a report from officers to a future meeting on the implications of becoming a 'frack-free' zone.

REASON FOR THE DECISION

DETAILS OF ANY ALTERNATIVE OPTIONS

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



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29 November 2012

This record relates to Agenda Item 77

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: TARGETED BUDGET MANAGEMENT
(TBM) 2012/13 MONTH 7

AUTHOR: NIGEL MANVELL, JEFF COATES

THE DECISION

- (1) That the forecast outturn position for the General Fund, which has an underspend of £3.534m be noted;
- (2) That the forecast outturn for the Housing Revenue Account (HRA), which has an underspend of £1.045m be noted;
- (3) That the forecast outturn position on the Capital Programme be noted;
- (4) That the following changes to the Capital Programme be approved:
 - (i) The budget re-profiling and budget variations as set out in Appendix 2;
 - (ii) The carry forward of slippage into the 2013/14 capital programme, to meet on-going commitments on these schemes as set out in Appendix 2;
 - (iii) The new schemes as set out in Appendix 3; and
- (5) That it be agreed that Stagecoach South be paid a fixed price concessionary fares reimbursement of £495,000 for 2012/13 and for 2013/14 the sum of £495,000 plus the average increase in RPIX for the financial year 2012/13 for the reasons set out in paragraph 3.10 of the report.

REASON FOR THE DECISION

- (1) Budget monitoring is a key element of good financial management, which is necessary in order for the council to maintain financial stability and operate effectively.
- (2) The capital budget changes are necessary to maintain effective financial management.

DETAILS OF ANY ALTERNATIVE OPTIONS

The provisional outturn position on council controlled budgets is an underspend of £3.534m. Any underspend at year-end would release one off resources that could be used to aid budget planning for 2013/14. Any overspend at year-end would need to be funded from general reserves which would then need to be replenished to ensure that the working balance was maintained at £9.000m.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:

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CALL-IN FOR SCRUTINY

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29 November 2012

This record relates to Agenda Item 78

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: TREASURY MANAGEMENT POLICY
STATEMENT (INCORPORATING THE
ANNUAL INVESTMENT STRATEGY)
2012/13 - MID YEAR REVIEW

AUTHOR: PETER SARGENT

THE DECISION

- (1) That the action taken during the half-year to meet the Treasury management policy statement and associated treasury management practices and the Annual investment strategy be endorsed;
- (2) That it be noted that the maximum indicator for risk agreed at 0.05% had not been exceeded; and
- (3) That it be noted that the authorised limit and operational boundary set by the Council had not been exceeded.

REASON FOR THE DECISION

The TMPS requires the Director of Finance 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.

DETAILS OF ANY ALTERNATIVE OPTIONS

This report sets out action taken in the six months to September 2012. No alternative options are therefore considered necessary.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services
Signed:



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29 November 2012

This record relates to Agenda Item 79

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: BUDGET UPDATE AND SAVINGS
2013/14

AUTHOR: NIGEL MANVELL

THE DECISION

- (1) That the updated forecasts for resources and expenditure for 2013/14 and an estimated budget savings requirement for 2014/15 be noted;
- (2) That the indicative allocations of one-off resources for 2013/14 set out in table 1 of the report, subject to the identification of sufficient further one-off resources to fund the proposed allocations be noted;
- (3) That the revised savings targets for 2013/14 be noted and the budget strategies and detailed savings proposals relating to the General Fund for 2013/14 as shown in appendix 4 be agreed and released for the scrutiny review;
- (4) That the update on the HRA budget as set out in paragraph 3.41 to 4.44 and the budget strategy and proposals as set out in appendix 4 to the report be noted;
- (5) That the summary Capital Investment Programme as set out in paragraphs 3.45 to 3.50 and appendix 5 to the report and the strategy to manage the shortfall in resources and that a detailed programme will be submitted to Policy & Resources Committee in February 2013 be noted; and
- (6) That the proposed Voluntary Severance Scheme set out in paragraphs 3.37 to 3.40 of the report to support the delivery of the budget savings requirement be approved.

REASON FOR THE DECISION

- (1) The council is under a statutory duty to set its budget and council tax before 11 March each year. This report sets out the latest budget assumptions, process and timetable to meet the statutory duty.
- (2) Approval of the proposed Voluntary Severance Scheme is required because enhanced severance terms are being proposed compared to the current policy. Financial provision for these terms is set out in the report.

DETAILS OF ANY ALTERNATIVE OPTIONS

The budget process allows all parties to engage in the scrutiny of budget proposals and put forward viable alternative budget and council tax proposals to Budget Council on 28 February. Budget Council has the opportunity to debate the proposals

put forward by the Committee at the same time as any viable alternative proposals.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:

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29 November 2012

This record relates to Agenda Item 80

RECORD OF POLICY & RESOURCES COMMITTEE

COUNCIL DECISION

SUBJECT: COUNCIL TAX DISCOUNTS AND EXEMPTIONS REFORM

AUTHOR: PAUL ROSS-DALE

THE DECISION

Recommendation to Council:

- (1) That the Council abolishes the 10% Second Home Discount, meaning that those liable for Second Homes will pay full Council Tax from 1 April 2013;
- (2) That the Council retains the current arrangement for empty dwellings undergoing repair or structural work, namely that liable parties will receive a 100% discount for up to 12 months, or for 6 months after work is complete, whichever is sooner. This provision is currently known as a "Class A Exemption";
- (3) That the Council introduces a period of up to six weeks 100% discount for dwellings that are empty and unfurnished, to replace the current six month exemption known as Class C;
- (4) That officers will have discretion, (a) to give an additional period of up to six weeks 100% discount after a change of liable party and (b) in exceptional circumstances, to extend the six week 100% discount to an absolute maximum of three months;
- (5) That the Council introduces an Empty Home Premium at the maximum 50%, meaning that those liable for empty dwellings will have to pay 150% Council Tax after two years of the dwelling remaining empty;
- (6) Accordingly that the Council makes / revokes the formal determinations for the financial year commencing on 1 April 2013 as set out in Appendix 4;
- (7) That the Director of Finance and other relevant officers identified in the Council's Scheme of Delegations to Officers as responsible for local taxation services and revenues and benefits, be authorised to take all appropriate steps to implement and administer the recommendations, including publishing in accordance with statutory requirements; and
- (8) That the Head of Law be authorised to amend the Council's constitution by the addition in Part 3.1 (Council Functions) of a new paragraph in section 3.01 after the paragraph relating to Policy and Budget: "Council Tax: Exercising any function which, under section 67 of the Local Government Finance Act 1992, may only be discharged by the authority.

REASON FOR THE DECISION

The grounds for these decisions are outlined in the sections above.

DETAILS OF ANY ALTERNATIVE OPTIONS

The options outlined in this report were previously discussed at the July 2012 Policy and Resources Committee and we consulted on those options. Our reasoning and policy intentions are outlined for each recommendation above.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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29 November 2012

This record relates to Agenda Item 81

RECORD OF POLICY & RESOURCES COMMITTEE

COUNCIL DECISION

SUBJECT: COUNCIL TAX SUPPORT SYSTEM -
PROPOSED FINAL SCHEME

AUTHOR: JOHN FRANCIS

THE DECISION

- (1) That the Overview and Scrutiny report at appendix 1 to the report be noted and that the responses detailed at appendix 2 to the report as amended be approved;

Recommendation to Council

- (2) To note the Overview and Scrutiny report at appendix 1, its recommendations and the Committee's responses at appendix 2 as amended;
- (3) To note the information about the government's October announcement of transition grant at appendix 3;
- (4) To note the feedback from consultation and the responses at appendix 5 and section 4 of the report;
- (5) To note the Equality Impact Assessment at appendix 6;
- (6) To agree that the proposals in the draft scheme published in July be adopted with the amendments necessary to satisfy the criteria for transition grant set out in the October announcement;
- (7) To agree that the full text of the final scheme be based on the government's default Regulations with suitable amendments to adapt the scheme as a scheme local to Brighton & Hove;
- (8) Accordingly to make the Brighton & Hove City Council (Council Tax) Low Income Discount Scheme 2013 (the main scheme) as set out in Part 1 of appendix 4 and the Brighton & Hove City (Council Tax) Discretionary Scheme 2013 (the discretionary scheme) as set out in Part 2 of appendix 4;
- (9) To authorise Director of Finance to take all appropriate steps to implement and administer the main scheme and the discretionary scheme, including (1) publishing the main scheme in accordance with statutory requirements, (2) applying for any funding for which the Council may be eligible, and (3) responding to any other government initiatives or consultation exercises;
- (10) To authorise the Head of Law to make suitable amendments to the Council's constitution to reflect the council's new functions in relation to council tax reduction schemes, in particular (1) to indicate in Part 3 (Council Functions) that only the Full Council can make, revise or replace its main scheme and (2)

to replace in the Schemes of Delegation to Committees and Sub-committees and to officers any references to council tax benefit with references to council tax reduction schemes.

REASON FOR THE DECISION

The recommendations set out in this report have regard to the levels of savings the council needs to make whilst still providing support to working age residents on low incomes with the majority of their council tax.

The Overview & Scrutiny report notes *'Within the budget and time constraints, the Council Tax Support Scheme cannot be significantly improved. The Panel acknowledges however that the scheme will impact negatively on some residents.'*

DETAILS OF ANY ALTERNATIVE OPTIONS

The Council has the principle choice whether maintain current levels of entitlement to Council Tax Benefit and to pay for the shortfall in funding from central government or to pass on some or all of the reductions in government funding to working age people who have previously received Council Tax Benefit. These options were set out in the July Policy & Resources report.

There are a number of ways the council could change the Council Tax Benefit scheme to achieve the level of savings required. The main alternatives were set out in the report to cabinet on 12th April. The Overview & Scrutiny draft recommendations notes *'Within the budget and time constraints, the Council Tax Support Scheme cannot be significantly improved. The Panel acknowledges however that the scheme will impact negatively on some residents.'*

In terms of the percentage of liability at which low income discount is calculated (91.5%) consideration was given as to whether this value should be calculated on a universal gross percentage (one that would allow the council to meet the criteria for the transitional funding) or whether the percentage should reflect the net liability after other discounts, for example single person discount, had been applied. One of the significant factors in making this decision is the technical risk of either option. Information from software suppliers indicate the gross option would contain a far higher degree of risk in terms of our ability to deliver.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



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29 November 2012

This record relates to Agenda Item 82

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: APPROVAL FOR THE CITY COUNCIL
TO BE THE ACCOUNTABLE BODY FOR
THE £24M PRIZE FROM THE
TECHNOLOGY STRATEGY BOARD
FUTURE CITIES COMPETITION

AUTHOR: EMMA MCDERMOTT

THE DECISION

REASON FOR THE DECISION

The Item had been withdrawn due to the announcement that the Council had not been successful in its bid.

DETAILS OF ANY ALTERNATIVE OPTIONS

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



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29 November 2012

This record relates to Agenda Item 83

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: THREE YEAR STRATEGIC GRANTS
2013-16: DECISION ON FULL BID
APPLICATIONS

AUTHOR: JONATHAN BEST

THE DECISION

- (1) That the recommendations of the cross party Member Advisory Group be noted and the award of Three Year Strategic Grant 2013-16 to 69 applicant organisations, subject to recommendation(2) below be approved, and that a further 10 applicant organisations receive an alternative package of support;
- (2) That it be noted the final decision of the level of grant award for each of the three years will be made at Budget Council for the relevant year; and
- (3) That it be noted that given the budget position of the Council grant recipients would be advised that payment of grant monies would be subject to the city council having available funds.

REASON FOR THE DECISION

Reasons for recommendations are documented throughout the appraisal process, outlined in this report & supported by the attached appendices.

DETAILS OF ANY ALTERNATIVE OPTIONS

Alternative options have been considered and where appropriate identified as part of the consultation exercise outlined in this report.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



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29 November 2012

This record relates to Agenda Item 84

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: CITY PERFORMANCE PLAN AND
ORGANISATIONAL HEALTH REPORT
2012/13 6 MONTH UPDATE

AUTHOR: PAULA BLACK

THE DECISION

- (1) That the areas of progress made in the City Performance Plan (CPP) progress report, the Performance Indicators Headline report Appendix 1, and in the Organisational Health Report Appendix 2 be noted;
- (2) That the committee uses the resources at their disposal to maintain progress and tackle issues of concern highlighted in the CPP and in the Organisational Health Report (OHR);
- (3) That the new lines of accountability in the CPP following the departure of Strategic Directors who were accountable for outcomes across the city be noted;
- (4) That the incorporation of city-wide risk measures into the CPP headline indicator report Appendix 1 be noted; and
- (5) That it be noted that performance improvement work would be undertaken in the three areas highlighted as issues of concern in the CPP annual report (youth employment; alcohol; housing).

REASON FOR THE DECISION

The council needs to ensure that it has a robust performance and risk management framework that meets the needs of its structure and model of working.

The reports contain performance information upon which the recommendations are based.

DETAILS OF ANY ALTERNATIVE OPTIONS

Through consultation with CMT and SLB the proposed Performance and Risk Management Framework was deemed to be the most suitable model. This was agreed by Cabinet and the Public Service Board.

Possible alternative options to developing the City Performance Plan included not developing a plan. This was deemed unsafe and unwise by the PSB.

Possible alternative options to developing an Organisational Health Report for the council included not developing a plan. This was deemed unsafe and unwise by the Corporate Management Team.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



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29 November 2012

This record relates to Agenda Item 85

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: DRAFT SUSTAINABILITY ACTION PLAN

AUTHOR: THURSTAN CROCKETT

THE DECISION

- (1) That the Sustainability Action Plan at Appendix 1 to the report be approved as a draft for further development between 1 December 2012 and 7 February 2013; and
- (2) That the Strategic Director; Place be instructed to:-
 - (i) to revise the draft Sustainability Action Plan in response to the development phase referred to in 2.1;
 - (ii) to seek approval from Policy & Resources Committee and the city's Public Service Board in early 2013 for the revised draft to be implemented; and
 - (iii) on obtaining such approval, to submit it to BioRegional for independent assessment, with a view to the council and the city being endorsed as a 'One Planet City'.

REASON FOR THE DECISION

The minutes of the Cabinet meeting of April 19, 2012 RESOLVED:

- (1) That Cabinet authorises the Strategic Director responsible for Resources to develop a Sustainability Action Plan, as specified in paragraphs 3.8 and 3.13 of the report, that sets out the work required to seek endorsement for Brighton & Hove City Council as a One Planet Council; and
- (2) That the Strategic Director; Resources, be instructed to submit a follow-up report at the appropriate time and to the relevant council decision-making forum, seeking approval for the Sustainability Action Plan against which the endorsement decision (referred to in recommendation 1 above) will be taken.

It is proposed that (2) is dealt with once consultation on the draft plan is complete.

DETAILS OF ANY ALTERNATIVE OPTIONS

Adopt the principles without going for endorsement – this would mean the council would not have external independent assessment and endorsement for its approach and that quality assurance, nor access to BioRegional's experience and networks; the council could not call itself a One Planet Living council or use the main branding for this. The opportunities set out above would not be realised.

The council could adopt a different framework or operating model for sustainability, most obviously “Natural Step” – but this is much more scientific in approach and less engaging.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:

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29 November 2012

This record relates to Agenda Item 86

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: ADVERTISING & SPONSORSHIP

AUTHOR: JOHN SHEWELL

THE DECISION

- (1) That the Interim Lead Chief Executive's Services be granted delegated authority to award the advertising and sponsorship contract for the management of large format advertising sites (Lot 1) in accordance with those parties' proposals set out in the Part 2 report; and
- (2) That the contract should include existing large format advertising sites and a requirement for the Management Company to identify and seek advertising and all other necessary consents for new potential large format advertising sites.

REASON FOR THE DECISION

The recommendation should be approved so that we can complete the tendering process and ensure delegated authority to award contracts to the successful companies. This project will ensure that the council receives value for money from advertising and sponsorship of its highways and other infrastructure, land and property portfolio.

DETAILS OF ANY ALTERNATIVE OPTIONS

Alternative options were evaluated at the inception of the project in 2008 when a waiver of standing orders was agreed to appoint Publitas Consulting to work with the council on this project mainly because of their unique position and expert knowledge in this specialist field.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

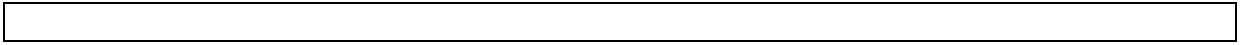
Signed:



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29 November 2012

This record relates to Agenda Item 87

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: LIVING WAGE ACCREDITATION

AUTHOR: MATTHEW WRAGG

THE DECISION

- (1) That officers be instructed to seek agreement from the Living Wage Foundation to the proposed procurement approach and exemptions as set out in the report; and
- (2) That subject to the agreement by the Living Wage Foundation to the matters set out at recommendation (1) above, it be agreed that the council should formally apply to the Living Wage Foundation to become an accredited UK Living Wage employer from 1st April 2013.

REASON FOR THE DECISION

The report describes the financial and other implications, including those around future procurement process, of applying for Living Wage accreditation according to the terms set out in the accreditation licence. Considerations were given as to how other councils are introducing Living Wage contracts and the recommended procurement method and exemptions are based on that research.

DETAILS OF ANY ALTERNATIVE OPTIONS

In May 2012 Cabinet endorsed the findings of the Brighton & Hove Living Wage Commission and agreed to recommendation 5 of the commission's final report, instructing officers to explore the possibility of the council gaining Living Wage accreditation. This report details the findings and recommends the council formally apply to the Living wage Foundation for accreditation as described.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



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29 November 2012

This record relates to Agenda Item 88

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: LOCAL SUSTAINABLE TRANSPORT
FUND - UPGRADE OF THE REAL TIME
PASSENGER INFORMATION (RTPI)
SYSTEM

AUTHOR: ROB DICKIN

THE DECISION

- (1) That the Strategic Director; Place be granted delegated authority to award a contract for five years for the upgrade, expansion and maintenance of the RTPI system to the successful supplier following the OJEU tendering process previously approved at the Environment, Transport and Sustainability Cabinet Member Meeting on 4th May 2012; and
- (2) That the Strategic Director; Place be granted delegated authority to approve a maximum of five 12-month extensions to the contract following the initial 5-year period, subject to the supplier meeting agreed performance targets.

REASON FOR THE DECISION

To obtain delegated authority to award the contract for the upgrade of the current system to GPRS, along with the first five years of service and maintenance.

If the system performs as expected, and to all consortium members expectations and the supplier meets performance targets to extend the service and maintenance contracts on an annual basis following the first five years, through years six to ten.

To proceed with the roll out of the new system during 2013.

DETAILS OF ANY ALTERNATIVE OPTIONS

The current PMR system could be maintained and 'patched up' as required, but this would require an increasing maintenance budget to repair an ageing system. It would not improve the coverage of the system to areas that currently can not be served due to poor radio strength and if OFCOM sells the radio frequency currently used, an upgrade would be essential. Therefore this option has been discounted.

If a decision to proceed with the GPRS upgrade was not taken, a procurement process would still need to be undertaken to secure a new contract for ongoing service and maintenance. It is more cost effective to proceed with the upgrade as proposed.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



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29 November 2012

This record relates to Agenda Item 89

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: PROCUREMENT OF TEMPORARY
ACCOMMODATION - FRAMEWORK
AGREEMENTS AND APPROVED LIST
OF PROVIDERS

AUTHOR: SYLVIA PECKHAM

THE DECISION

- (1) That the Strategic Director; Place be granted delegated authority in consultation with the Director of Finance to set up:
- i) a framework agreement for the provision of B&B type accommodation, for a duration of four years.
 - ii) a framework agreement for the provision of managed leased accommodation, for a duration of up to four years and
 - iii) an approved list of providers of blocks of leased accommodation that can be managed by the council, for a duration of up to four years .
- (2) That the Strategic Director; Place be granted delegated authority to call off from those framework agreements and the approved list in order to award contracts as required following the recommendations of the evaluation panel and the results of the tendering process.

REASON FOR THE DECISION

The recommendations have been made so that we can procure accommodation in a more planned and efficient way that will also benefit our partner neighbouring councils.

DETAILS OF ANY ALTERNATIVE OPTIONS

The alternative would be to tender separately for each type of accommodation when:

- a) current contracts expire and
- b) to obtain additional types of accommodation. This would mean that if demand then increases we would have to re-tender again. In addition neighbouring councils would also have to tender for temporary accommodation that they needed and hence it wouldn't be as efficient.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services
Signed:



CALL-IN FOR SCRUTINY

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29 November 2012

This record relates to Agenda Item 90

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: INSURANCE TENDER 2013

AUTHOR: STEVE FROST

THE DECISION

- a) That the procurement of a contract for insurance cover for the council's property portfolio, motor liability and leaseholder risks for a term of 3 years and 7 months for the reasons set out in paragraph 3.3 to the report be agreed;
- b) That the procurement of a contract for insurance claims handling for a term coterminous with the insurance cover contract with an option to extend for a further 2 years be agreed; and
- c) That the Director of Finance be given delegated powers, following consultation with the Chair of Policy & Resources Committee, to award the contract or contracts referred to in recommendations (1) and (2) above and to take all other steps necessary for the implementation of the contract or contracts and any extension in accordance with recommendation (2) above.

REASON FOR THE DECISION

These are set out in the report with specific reasons for delegation given in paragraphs 3.9 and 3.10 of the report.

DETAILS OF ANY ALTERNATIVE OPTIONS

The option of collaborative working and purchasing arrangements with other authorities has been considered. A national report, due to be published shortly, concludes that there would be little benefit or added value to be gained from pursuing this option.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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29 November 2012

This record relates to Agenda Item 91

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: ROYAL PAVILION AND MUSEUMS
CATERING CONTRACT

AUTHOR: JANITA BAGSHAWE

THE DECISION

- (1) That the award of the tender for catering services to the Royal Pavilion & Museums to Peyton & Byrne be approved;
- (2) That it be noted that the contract has been tendered jointly with Brighton Dome & Festival and will be managed under a Partnership Agreement and
- (3) That it be noted that staff currently working at Hove Museum Tearoom and the Royal Pavilion Tearoom will be subject to Transfer of Undertakings (Protection of Employment) Regulations 2006 ("TUPE") arrangements, and
- (4) That the Head of Royal Pavilion and Museums be granted delegated authority in consultation with the Director of Finance, the Interim Lead Chief Executive Services, the Acting Head of Human Resources and the Chair of the Economic Development & Culture Committee, to resolve TUPE and pensions arrangements following staff consultation and to authorise the Interim Lead Chief Executive Services to complete all the necessary documentation regarding such matters and the award of this contract.

REASON FOR THE DECISION

Recommendations are made on a financial basis. The Council cannot continue to underwrite what should be a service generating income to enable core museum services to operate. Even with investment, repayment costs would still mean that catering would not achieve income targets. Tendering the business jointly with the BDFL provides opportunity to maximise income and encourage much needed investment into areas of the service that lack investment and are not in keeping with the quality expected from major museums and heritage attractions.

DETAILS OF ANY ALTERNATIVE OPTIONS

As detailed in the Part 2 report.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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29 November 2012

This record relates to Agenda Item 92

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: HIGHWAY GULLY AND SOAKAWAY
CLEANSING CONTRACT. RE-
TENDERING OF SERVICE

AUTHOR: JAN JONKER

THE DECISION

That the Strategic Director; Place be authorised:

- (i) to seek tenders in respect of highway gully and soakaway cleansing in Brighton and Hove for a period of five years from June 2013, with an option to extend for up to a further three years; and
- (ii) to accept tender(s) and to approve and award the resultant contract accordingly on terms approved by the Interim Lead Chief Executive Services.

REASON FOR THE DECISION

Recommendations are made on a financial basis. It is proposed that the new contract allows for cleansing frequencies to be altered based upon the geo referencing information supplied. Frequencies can be targeted at those sites requiring more frequent emptying than others. This should enable costs to be lowered.

DETAILS OF ANY ALTERNATIVE OPTIONS

There were no alternative options listed in the report.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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29 November 2012

This record relates to Agenda Item 93

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: VOICE AND UNIFIED
COMMUNICATIONS SERVICES
PROCUREMENT

AUTHOR: PAUL COLBRAN

THE DECISION

- (1) That the procurement of Services (Voice and Unified Communications and Collaboration), consisting of Annual Maintenance and Support, Supplies and Services, to replace the existing voice element of the current VMB contract which expires in 2013 be approved; and
- (2) That the Director of Finance be granted delegated authority to award a 3-year Voice and Unified Communications Services contract(s), with an option to extend for up to 2 years (3+1+1).

REASON FOR THE DECISION

Voice and unified communications services are essential to the Council's daily business, and are also key access channels. Procurement of the contract(s) as proposed assures the availability of the tools and functions used by staff and customers, and supports business continuity across the Council's services.

DETAILS OF ANY ALTERNATIVE OPTIONS

Do nothing: This is not considered a viable option as the council must maintain voice services for staff and provide voice based customer channels.

Further extension of existing contract: There is no provision for further extension of the contract with VMB and it no longer offers best value for money.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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29 November 2012

This record relates to Agenda Item 94

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: METRO WIRELESS CONCESSION
AGREEMENT

AUTHOR: PAUL COLBRAN

THE DECISION

- (1) That the letting of a service concession for the use of council owned assets (primarily street furniture) to deliver a Wireless Network for a 5 year initial period with the option to extend for 2 years plus a further period of up to 12 months (5 plus 2 plus 1) be approved;
- (2) That the Strategic Director; Place be granted delegated authority to award a service concession contract to deliver a Metro Wireless network and, subject to satisfactory performance of the appointed contractor, to extend the 5-year contract by a maximum of 3 years (2 years, then 12 months); and
- (3) That the Head of ICT in conjunction with the Strategic Director; Place be authorised to agree any minor amendments to the draft contract deemed necessary and to conclude the contract accordingly.

REASON FOR THE DECISION

Benefits from this recommendation can be directly quantified in terms of potential revenue streams. In addition the creation of such a digital platform will deliver benefits which are less tangible in commercial terms but potentially will add value to the way public services are delivered, the way in which digital inclusion is addressed and local business benefits from improved broadband connectivity

DETAILS OF ANY ALTERNATIVE OPTIONS

The Council could opt to invest in providing its own Wireless network infrastructure by running a procurement and selling wireless services using it's own assets. The telecommunications market place is a heavily regulated, specialist and dynamic environment. Adopting this option would require significant investment by the council and adoption of the risk of managing such a service.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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29 November 2012

This record relates to Agenda Item 95

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: WIDE AREA NETWORK - SUSSEX
PUBLIC SERVICES NETWORK ("THE
LINK")

AUTHOR: PAUL COLBRAN

THE DECISION

- (1) The Head of ICT be granted delegated authority to join the council to the LINK network, and transition all existing Council and Schools networked sites to it in advance of the expiry of the Virgin Media Business contract in August 2013 to ensure continuity of service;
- (2) That the delegated authority to award contracts granted to the Director Finance by Cabinet in July 2011, be used and that in addition the Director of Finance be granted delegated authority to sign the subsequent Accession Agreement with East Sussex County Council; and
- (3) That the additional one-off and recurrent resources required to implement the new data network as set out in paragraphs 5.1 to 5.5 of the report be agreed.

REASON FOR THE DECISION

The Council is dependent on the provision of robust and consistent data connectivity between its sites and the outside world in order to operate. Without this, the Council would be unable to operate its business or deliver its services. The resilience of the service is also key to Business Continuity and Disaster Recovery Plans. The LINK network is a means of meeting these needs and moving the Council on in its transformation of services at the same time, and is consistent with the councils' ICT Strategy and Roadmaps.

DETAILS OF ANY ALTERNATIVE OPTIONS

1. Do nothing: This is not considered a viable option due to expiry of the current contract as the council must maintain data services for staff and the data network also supports voice based and online customer channels.
2. Further extension of existing contract: There is no provision for further extension of the contract with VMB and it no longer offers best value for money and cannot enable the council to achieve potential future efficiencies for the reasons set out above.
3. Do not transition to LINK and procure separately: Whilst in theory not transitioning to the LINK is an option, it is not viable because the Council would still need to address the issues with the inflexibility and outdated nature of the network which, if done alone, would result in higher project and

operating costs than the LINK option. The Council would increasingly have to invest in tactical solutions in order to realise the benefits and mitigate the risks outlined in 3.4. In addition, the Council would have to procure services itself, which would incur very substantial additional costs due to the complexity of the procurement.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:

A handwritten signature in black ink, appearing to read 'Mark Wall', written over a horizontal line.

CALL-IN FOR SCRUTINY

Note: This decision will come into force at the expiry of 5 working days from the date of the meeting at which the decision was taken subject to:

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29 November 2012

This record relates to Agenda Item 96

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: LOCAL DISCRETIONARY SOCIAL FUND
(LOCAL WELFARE PROVISION)

AUTHOR: JOHN FRANCIS

THE DECISION

1. That the feedback from consultation be noted;
2. That it be agreed an interim scheme for Local Welfare Provision would be set up for the first year and the information and evidence gathered from this first year be used to review and update the scheme for year 2;
3. That the proposed interim scheme as set out in paragraph 3.17 of the report and appendix 1 be agreed;
4. That the Director of Finance, the Head of City Services and other officers exercising relevant functions be authorised to take all appropriate steps to develop, implement and administer the scheme; and
5. That the Interim Lead Chief Executive Services be authorised to amend the Scheme of Delegations to Officers as appropriate to refer to the Local Welfare Provision.

REASON FOR THE DECISION

The council considers that the provisions set out in this report are the best way to meet the need of vulnerable people in emergency or crisis in the city whilst keeping demand for the service at levels which the budget can meet.

DETAILS OF ANY ALTERNATIVE OPTIONS

Whilst there is the option of not running a scheme with an excess of 10,000 applications from people a year, there is a clear demand for this type of payment in the city.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services
Signed:



CALL-IN FOR SCRUTINY

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29 November 2012

This record relates to Agenda Item 97

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: RUGBY WORLD CUP 2015

AUTHOR: PAULA MURRAY

THE DECISION

- (1) That bid for Brighton & Hove to become a host city for the Rugby World Cup 2015 be supported; and
- (2) That it be agreed that the council should enter into a contract with England Rugby 2015 Ltd in accordance with the financial commitments and other terms outlined in the report should it be selected;
- (3) That the Interim Lead Chief Executive Services be authorised to undertake all necessary arrangements to complete the contract in (2) above, in consultation with the Director of Finance and Interim Lead for Culture.

REASON FOR THE DECISION

1. Being part of such a global event as the Rugby World Cup provides an ideal opportunity to establish the Amex Community Stadium as a major sporting venue.
2. It would also enhance Brighton & Hove's reputation as a sporting city and a cultural and tourist destination.

DETAILS OF ANY ALTERNATIVE OPTIONS

During the period of negotiation with ER2015, the council will review each of the commitments required as part of the agreement and discuss alternative options where appropriate.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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29 November 2012

This record relates to Agenda Item 99

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: ADVERTISING & SPONSORSHIP -
EXEMPT CATEGORY 3

AUTHOR: JAKE BARLOW

THE DECISION

- (1) That the Interim Lead Chief Executive Services be granted delegated authority to award the advertising and sponsorship contract for the management of large format advertising sites (Lot 1) in accordance with those parties' proposals as set out in the report; and
- (2) That the contract should include existing large format advertising sites and a requirement for the Management Company to identify and seek advertising and all other necessary consents for new potential large format advertising sites.

REASON FOR THE DECISION

The recommendation should be approved so that we can complete the tendering process and ensure delegated authority to award contracts to the successful companies. This project will ensure that the council receives value for money from advertising and sponsorship of its highways and other infrastructure, land and property portfolio.

DETAILS OF ANY ALTERNATIVE OPTIONS

Alternative options were evaluated at the inception of the project in 2008 when a waiver of standing orders was agreed to appoint Publitas Consulting to work with the council on this project mainly because of their unique position and expert knowledge in this specialist field.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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29 November 2012

This record relates to Agenda Item 100

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: ROYAL PAVILION AND MUSEUMS
CATERING CONTRACT - EXEMPT
CATEGORY 3

AUTHOR: JANITA BAGSHAWE

THE DECISION

That the financial analysis, options appraisal and Peyton & Byrne's *Response to Invitation to Tender for Catering Services at Brighton's Cultural Quarter* available in the Members' room be noted and that the recommendations as set out in the Part I report be agreed.

REASON FOR THE DECISION

As detailed in the Part 1 report.

DETAILS OF ANY ALTERNATIVE OPTIONS

As detailed in the Part 1 report.

Proper Officer:

Date: 30/11/12

Mark Wall, Head of Democratic Services

Signed:



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