

BRIGHTON & HOVE CITY COUNCIL MEETING

4.30PM 18 JULY 2013

COUNCIL CHAMBER, BRIGHTON TOWN HALL

AGENDA



Brighton & Hove
City Council

Council Meeting

Title:	Council
Date:	18 July 2013
Time:	4.30pm
Venue	Council Chamber, Brighton Town Hall
Members:	All Councillors You are summoned to attend a meeting of the BRIGHTON & HOVE CITY COUNCIL to transact the under-mentioned business.
	Prayers will be conducted in the Council Chamber at 4.20pm by Father Andrew
Contact:	Mark Wall Head of Democratic Services 01273 291006 mark.wall@brighton-hove.gov.uk



The Town Hall has facilities for people with mobility impairments including a lift and wheelchair accessible WCs. However use of the lift is restricted for health and safety reasons please refer to the Access Notice in the agenda.



An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter and infra red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.

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If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions:

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and
- Do not re-enter the building until told that it is safe to do so.

AGENDA

13. DECLARATIONS OF INTEREST

- (a) Disclosable of pecuniary interests not registered on the register of interests;
- (b) Any other interests required to be registered under the local code;
- (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

- (i) the item on the agenda the interest relates to;
- (ii) the nature of the interest; and
- (iii) whether it is a disclosable pecuniary interest or some other interest.

If unsure, Members should seek advice from the committee lawyer or administrator preferably before the meeting.

14. MINUTES**1 - 38**

To approve as a correct record:

- (a) the minutes of the Special Council Meeting held on the 9th May 2013 (copy attached);
- (b) the minutes of the last Ordinary Council Meeting held on the 9th May 2013 (copy attached); and
- (c) the minutes of the Annual Council meeting held on the 23rd May 2013 (copy attached).

Contact Officer: Mark Wall

Tel: 29-1006

Ward Affected: All Wards

15. MAYOR'S COMMUNICATIONS.

To receive communications from the Mayor.

16. TO RECEIVE PETITIONS AND E-PETITIONS.

Petitions will be presented by Members and/or members of the public to the Mayor at the meeting.

17. WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC.

A list of public questions received by the due date of the 11th July 2013 will be circulated separately as part of an addendum at the meeting.

COUNCIL

18. DEPUTATIONS FROM MEMBERS OF THE PUBLIC.

A list of deputations received by the due date of the 11th July 2013 will be circulated separately as part of an addendum at the meeting.

19. WRITTEN QUESTIONS FROM COUNCILLORS.

39 - 40

A list of the written questions submitted by Members has been included in the agenda papers. This will be repeated along with the written answers received and will be taken as read as part of an addendum circulated separately at the meeting.

Contact Officer: Mark Wall
Ward Affected: All Wards

Tel: 29-1006

20. ORAL QUESTIONS FROM COUNCILLORS

41 - 42

A list of Councillors who have indicated their desire to ask an oral question at the meeting along with the subject matters has been listed in the agenda papers.

Contact Officer: Mark Wall
Ward Affected: All Wards

Tel: 29-1006

21. CALL OVER FOR REPORTS OF COMMITTEES.

(a) Call over (items 22 - 26) will be read out at the meeting and Members invited to reserve the items for consideration.

(b) To receive or approve the reports and agree with their recommendations, with the exception of those which have been reserved for discussion.

(c) Oral questions from Councillors on the Committee reports, which have not been reserved for discussion.

Contact Officer: Mark Wall
Ward Affected: All Wards

Tel: 29-1006

6.30 - 7.15PM REFRESHMENT BREAK

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

22. ANNUAL PERFORMANCE UPDATE 2012/13

43 - 128

Extract from the Proceedings of the Policy & Resources Committee meeting held on the 11 July 2013 (to be circulated), together with a report of the Assistant Chief Executive (copy attached).

Contact Officer: Andy Edwards
Ward Affected: All Wards

Tel: 29-6823

COUNCIL

23. AUDIT & STANDARDS COMMITTEE ANNUAL REPORT 2012/13 129 - 146

Extract from the proceedings of the Audit & Standards Committee meeting held on 25 June 2013, together with a report of the Executive Director of Finance & Resources and the Head of Law (copies attached).

Contact Officer: Ian Withers

Tel: 29-1323

Ward Affected: All Wards

24. SUBSTITUTION ON AUDIT & STANDARDS COMMITTEE AND COMPOSITION OF STANDARDS PANELS 147 - 154

Extract from the proceedings of the Audit & Standards Committee meeting held on 25 June 2013, together with a report of the Head of Law (copies attached).

Contact Officer: Oliver Dixon

Tel: 29-1512

Ward Affected: All Wards

ITEMS REFERRED FOR INFORMATION

25. MINIMISING THE RISK OF EVICTIONS CAUSED BY THE HOUSING BENEFIT SOCIAL RENTED SECTOR SIZE CRITERIA 155 - 170

Extract from the proceedings of the Housing Committee meeting held on the 8 May 2013, together with a report of the Executive Director for Environment, Development & Housing (copies attached).

Contact Officer: Mo Lawless

Tel: 29-0429

Ward Affected: All Wards

26. HOME ENERGY EFFICIENCY UPDATE: PROCUREMENT OF SOLAR PHOTOVOLTAIC ARRAYS FOR HOUSING REVENUE ACCOUNT PROPERTY 171 - 184

Extract from the proceedings of the Housing Committee meeting held on the 19 June 2013, together with a report of the Executive Director for Environment, Development & Housing (copies attached).

Contact Officer: Alexander Fox, Martin Reid

Tel: 290773, Tel: 293321

Ward Affected: All Wards

27. NOTICES OF MOTION. 185 - 196

The following Notices of Motion have been submitted by Members for consideration (copies attached):

(a) 2018 Gay Games. Proposed by Councillor Randall. 185 – 186

(b) Teachers' Pay. Proposed by Councillor Buckley. 187 – 188

(c) Payday Lenders. Proposed by Councillor Wilson. 189 – 190

COUNCIL

- (d) **Reform of Taxi and Private Hire Operation.** Proposed by Councillor Lepper. 191 – 192
- (e) **Stimulating New House Building in Brighton and Hove.** Proposed by Councillor Peltzer Dunn. 193 – 194
- (f) **Traveller Encampments on Sensitive Sites in Brighton and Hove.** Proposed by Councillor G. Theobald. 195 - 196

28. CLOSE OF MEETING

The Mayor will move a closure motion under Procedure Rule 17 to terminate the meeting 4 hours after the beginning of the meeting (excluding any breaks/adjournments).

Note:

1. *The Mayor will put the motion to the vote and if it is carried will then:-*
 - (a) *Call on the Member who had moved the item under discussion to give their right of reply, before then putting the matter to the vote, taking into account the need to put any amendments that have been moved to the vote first;*
 - (b) *Each remaining item on the agenda that has not been dealt with will then be taken in the order they appear on the agenda and put to the vote without debate.*

The Member responsible for moving each item will be given the opportunity by the Mayor to withdraw the item or to have it voted on. If there are any amendments that have been submitted, these will be taken and voted on first in the order that they were received.
 - (c) *Following completion of the outstanding items, the Mayor will then close the meeting.*
2. *If the motion moved by the Mayor is **not carried** the meeting will continue in the normal way, with each item being moved and debated and voted on.*
3. *Any Member will still have the opportunity to move a closure motion should they so wish. If such a motion is moved and seconded, then the same procedure as outlined above will be followed.*

Once all the remaining items have been dealt with the Mayor will close the meeting.

COUNCIL

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

The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fifth working day before the meeting. Agendas and minutes are published on the council's website www.brighton-hove.gov.uk. Agendas are available to view five working days prior to the meeting date. Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested.

WEBCASTING NOTICE

This meeting may be filmed for live or subsequent broadcast via the Council's website. At the start of the meeting the Mayor will confirm if all or part of the meeting is being filmed.

You should be aware that the Council is a Data Controller under the Data Protection Act 1988. Data collected during this web cast will be retained in accordance with the Council's published policy (Guidance for Employees' on the BHCC website).

Therefore by entering the meeting room and using the seats around the meeting tables you are deemed to be consenting to being filmed and to the possible use of those images and sound recordings for the purpose of web casting and/or Member training. If members of the public do not wish to have their image captured they should sit in the public gallery area.

If you have any queries regarding this, please contact the Head of Democratic Services or the designated Democratic Services Officer listed on the agenda. For further details and general enquiries about this meeting contact Mark Wall, (01273 291006, email mark.wall@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk.

ACCESS NOTICE

The lift cannot be used in an emergency and Evac Chairs are not suitable due to limitations of the escape routes. **For your own safety please do not to go beyond the Ground Floor if you are unable to use the stairs.**

Please inform staff on Reception if this affects you so that you can be directed to the rear of the Council Chamber or an alternative room where video conferencing facilities will be available for you to use should you wish to watch the meeting or need to take part in the proceedings e.g. because you have submitted a public question.

We apologise for any inconvenience caused

Date of Publication - Wednesday, 10 July 2013



Penelope Thompson
Chief Executive

King's House
Grand Avenue
Hove, BN3 2LS

BRIGHTON & HOVE CITY COUNCIL**SPECIAL COUNCIL****3.30pm 9 MAY 2013****COUNCIL CHAMBER, BRIGHTON TOWN HALL****MINUTES**

Present: Councillors Randall (Chair), Meadows (Deputy Chair), Barnett, Bennett, Bowden, Brown, Carden, Cobb, Cox, Davey, Deane, Farrow, Fitch, Gilbey, Hyde, A Kitcat, J Kitcat, Lepper, Marsh, Mears, Mitchell, Morgan, A Norman, K Norman, Peltzer Dunn, Pidgeon, Pissaridou, Robins, Shanks, Simson, Smith, Summers, C Theobald, G Theobald, Wealls, Wells, West and Wilson.

PART ONE**1. DECLARATIONS OF INTEREST**

1.1 There were no declarations of interests.

2. MAYOR'S COMMUNICATIONS.

2.1 The Mayor welcomed everyone to the meeting which had been specially convened to consider the proposal to confer the honour of being a Freeman of the City on Roger French, OBE.

2.2 The Mayor stated that the meeting was being webcast and that he was happy for photos to be taken during the meeting.

3. HONORARY FREEMAN OF THE CITY

3.1 The Mayor stated that the Council was asked to consider the appointment of Roger French as an Honorary Freeman of the City of Brighton & Hove and he would be calling on the Leader of the Council and the respective Group Leaders to move and second the motion.

3.2 Councillor J. Kitcat stated that as Leader of the Council it was a pleasure and an honour to be able to nominate Roger French to be made an Honorary Freeman of Brighton and Hove. He stated that Roger as the Managing Director of the Bus Company a successful businessman and also a proven leader in regard to his stewardship of the Martlets, which was a well known local charity. Having championed the benefits of using buses in the city and the work of the charity he was an inspiration to all.

- 3.3 Councillor G. Theobald stated that as the Leader of the Conservative Group, he had great pleasure in being able to second the motion. It was a rare honour to receive the freedom of the city and something that reflected services to the city and he felt that there was no better recipient than Roger. Roger had come to the helm of Brighton Buses around 30 years ago and always answered any queries about the bus service usually within twenty-four hours. He had not always agreed with Roger about the bus service but found that he was always well prepared and courteous. His selfless work for the Martlets and other partnerships had to be recognised especially his excellent time keeping as Chair of the Local Strategic Partnership., which he was sure helped to encourage other business representatives to be involved and sit on the Partnership. He noted that he shared an interest with Roger in terms of trains and hoped that he would find time to enjoy various journeys across the country and Europe. To conclude he fully supported the proposal and was sure that Roger's services to the city were fully appreciated by all those who had come in contact with him.
- 3.4 Councillor Mitchell stated that the Labour & Co-operative Group fully supported the proposal and she welcomed the opportunity to jointly second the motion. She had become a councillor in 1993 which was the time the bus company took off and built on the loyalty of its customer base and began working in partnership with the council to deliver improvements such as dedicated bus lanes, and real time bus stop information. Roger had taken the company forward and delivered, Brighton and Hove did buses and did them well. He had also given up his time to the Martlets and other partnerships and they had benefitted from having his involvement over the years. She wished him well in his retirement and hoped that it would not mean that he was lost to public life as he had a great deal to offer.
- 3.5 Councillor Cox stated that he had worked with Roger in another life and had found him to be an honest broker and believed he held the respect of councillors, the public and leading business representatives. He was the public figure of the bus company in the city and he noted that he had even proved Baroness Thatcher wrong. She had previously remarked that a man beyond the age of 26 who found himself on a bus could count himself a failure and yet this was not the case as he had been persuaded by Roger to use the buses. He believed the city owed Roger a huge debt for bringing the bus service up to the standard it had reached today and he wished to thank him for his commitment.
- 3.6 Councillor A. Norman stated that she wished to pay her respects for Roger's work as the Chair for the last seven years of the Martlets Board of Trustees. The Board had faced a number of challenges over the years all which he had overseen in his calm manner and it was only now that the Board Members were coming to terms the fact that he would no longer be at the helm. He absolutely deserved this honour and she wished him well for the future.
- 3.7 Councillor Bowden stated that he wanted to praise Roger for all his work both at the Bus Company and with the various partnerships with the council that he had become involved with. He also noted that they had been on opposing sides during the debate over the possibility of an elected mayor for Brighton and that once that matter had been resolved, Roger was willing and able to be magnanimous in defeat; something that not everyone was able to do. He had been pleased to take Roger on a tour of the Keep

recently and again appreciated just how Roger took things on board. Having mentioned a concern about how people could travel to the site, he found Roger had raised it with colleagues and come up with a solution so that a bus service would be available to people wishing to get to the Keep. He hoped that Roger would enjoy his retirement and continue to be involved in some way in public life.

- 3.8 Councillor Davey stated that wherever he went, he found that there was one word associated with Roger, and that was success; people around the country would ask about the bus company and the operation in Brighton and Hove. He had seen Roger's passion for buses first hand and felt that he was leaving a legacy in people's hearts and this honour was a way of recognising all the work that Roger had put in place.
- 3.9 Councillor Peltzer Dunn stated that he wanted to draw attention to the people who were present today, the Lord Lieutenant, a passed Sherriff and a Freeman, as well as councillors and members of the public. He believed that it showed the strength of feeling across the city for what Roger had done for the city and he wished to thank him personally for his work.
- 3.10 Councillor Fitch stated that he wished to thank Roger for his contribution to the city and to echo the comments of Councillor Norman in regard to his support and work for the Martlets, which as a local charity that was at the heart of all residents of the city had greatly benefitted from his stewardship.
- 3.11 The Mayor thanked everyone for their comments. He stated that in accordance with the legislation, a motion to appoint Roger French as an Honorary Freeman had been moved and seconded and he would therefore put it to the vote, bearing in mind that two-thirds of those voting needed to be in favour of the motion for it to be carried.
- 3.12 **The motion was carried unanimously.**
- 3.13 **RESOLVED:** That Mr. Roger French, OBE be appointed as an Honorary Freeman of Brighton and Hove.
- 3.14 The Mayor then invited Freeman French to come forward to collect a certificate in recognition of his appointment and to address the council.
- 3.15 Freeman French thanked the Mayor and the Members of the Council and stated that he was genuinely honoured to have been recognised in such a way and was very conscious that it was due to finish at 4.00pm. He was absolutely speechless and was not sure that he could convey his heartfelt thanks for such an honour. Over the years he had been privileged to accept awards on behalf of the bus company and had also been given an OBE, but this honour was very special to him. His passion for buses had started at an early age and he had come to Brighton over 30 years ago and found a wonderful and diverse city with very special people who could work together for the benefit of the city. He also wanted to say how much he appreciated the role and work of councillors, who notwithstanding their political differences still found ways to come together for the benefit of the city as a whole. He wished to thank everyone concerned for enabling this meeting to take place and for conferring him with such an honour. He hoped that the new Chief Executive would take the city forward and lead the council through a difficult time and wanted to thank the current Leader, Councillor Kitcat and

previous Leaders for their support and work with him and the bus company. He had thoroughly enjoyed working in the city and being able to get involved with other partnerships and looked forward to seeing the city continuing to develop and prosper. He felt humbled and wanted to say thank you to everyone.

3.16 The Mayor noted the comments and offered his congratulations to Freeman French on his appointment.

4. CLOSE OF MEETING

4.1 The Mayor then closed the meeting.

The meeting concluded at 4.15pm

Signed

Chair

Dated this

day of

BRIGHTON & HOVE CITY COUNCIL**COUNCIL****4.30pm 9 MAY 2013****COUNCIL CHAMBER, BRIGHTON TOWN HALL****MINUTES**

Present: Councillors Randall (Chair), Meadows (Deputy Chair), Barnett, Bennett, Bowden, Brown, Buckley, Carden, Cobb, Cox, Davey, Duncan, Farrow, Fitch, Gilbey, Hamilton, Hawtree, Hyde, Janio, Jarrett, Jones, Kennedy, A Kitcat, J Kitcat, Lepper, Littman, Mac Cafferty, Marsh, Mears, Mitchell, Morgan, A Norman, K Norman, Peltzer Dunn, Phillips, Pidgeon, Pissaridou, Powell, Robins, Rufus, Shanks, Simson, Smith, Summers, Sykes, C Theobald, G Theobald, Wakefield, Wealls, Wells, West and Wilson.

PART ONE**113. DECLARATIONS OF INTEREST**

- 113.1 Councillor Cox declared a personal but non-prejudicial interest in Item 126(e) Notice of Motion of Government 'Land Transfer Scheme' as his son was a pupil at BASVIC.
- 113.2 Councillor Wells declared a personal but not prejudicial interest in Item 126(e) Notice of Motion of Government 'Land Transfer Scheme' as his granddaughter was a pupil at BASVIC.
- 113.3 No other declarations of interests in matters appearing on the agenda were made.

114. MINUTES

- 114.1 The minutes of the last ordinary meeting held on the 28th March 2013 were approved and signed by the Mayor as a correct record of the proceedings.

115. MAYOR'S COMMUNICATIONS.

- 115.1 The Mayor invited Councillor Kitcat as the Leader of the Council to come forward and receive the certificate from BioRegional that recognised Brighton & Hove City Council as the first One Planet City in the country;
- 115.2 The Mayor then invited Jack Hazelgrove from the Older People's Council to come forward and receive a certificate from the World Health Organisation, that confirmed

Brighton & Hove as a new member of the WHO Global Network of Age-friendly Cities and Communities, which strive to better meet the needs of older residents;

- 115.3 The Mayor noted that he had recently been invited to address a conference in Finland about the one planet principles and that he hoped information and learning could be shared with other organisations.
- 115.4 The Mayor also noted that the Brighton Festival had started and encouraged everyone to attend various events.

116. TO RECEIVE PETITIONS AND E-PETITIONS.

- 116.1 The Mayor invited the submission of petitions from councillors and members of the public. He reminded the Council that petitions would be referred to the appropriate decision-making body without debate and the person presenting the petition would be invited to attend the meeting to which the petition was referred.
- 116.2 Councillor Morgan presented a petition signed by 100 residents concerning the naming of the roundabout on the A259 at Greenways to be 'Blind Veterans UK.'
- 116.3 The Mayor noted that there were no other petitions to be presented.

117. WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC.

- 117.1 The Mayor reported that 3 written questions had been received from members of the public and invited Mr. Jenner to come forward and address the council.
- 117.2 Mr. Jenner asked the following question; "With the pressure on budgets and reduction in some areas of funding due to the Conservative Coalition Government imposed austerity cuts, please can you tell me if the total level of funding from grants and commissioned contracted work with the community and voluntary sector has increased or decreased in 2013-2014 as compared with the last financial year 2012-2013 and the previous one of 2011-2012?"

This includes all funding across all departments including Housing, Children's Services, Adult Social Care, Leisure and Sport."

- 117.3 Councillor Littman replied; "Working closely with community and voluntary sector organisations is central to supporting our most vulnerable and disadvantaged people across the City and tackling inequality, a key priority for the Council. We have a long standing close working relationship with the Community and Voluntary Sector Forum and will continue to engage fully with our colleagues as financial pressures grow across both the public and third sectors. We've worked with colleagues to develop a new commissioning prospectus which is beginning to bear fruit and we've invited CVSF colleagues to join our Budget Scrutiny process for the last two years and have appreciated their valuable input to the process. Despite the growing financial pressures we have maintained our investment in the 3-year Strategic Grants Programme and we are working closely with the sector on a range of service reviews including the Youth Service and Day Services to name but two.

Identifying all third sector providers in our financial systems is difficult but, from the business and organisational directories available to us, we have identified commissioned and contracted services with over 340 third sector organisations in the 'BN' postcode area. Council expenditure on these in 2012/13 was £23,000,000 funded by a range of sources including 3-Year Strategic Grants, Supporting People budgets, Community Care budgets and other General Fund and Housing budgets. By comparison, our best estimate for expenditure in 2011-2012 was £23,500,000 indicating a small reduction of 2.2% in 2012-2013. However, in the context of reducing central government support and a reduction in the council's overall funding of 3.2% last year, the impact on the sector was in keeping with financial pressures across all areas.

For 2013-2014, we published our budget proposals in November 2012 and provided detailed information to the Scrutiny Panel, including CVSF colleagues, showing where we expected proposals to have some impact on third sector agencies. Some of these were positive, some were negative. Although many aspects are still being consulted on, our best estimate is that savings of up to £700,000, that's 3%, which may impact on the sector, the large majority of which relates to efficiency savings that were already planned through our work with providers of Supporting People services."

- 117.4 Mr. Jenner asked the following supplementary question; "I would like to know whether in line with the commitment to a living wage by Green Administration, how many of the 340 organisations pay their staff at a level equal to or above the living wage and is there any contractual commitment to encourage them to pay staff on the living wage over the period of their contract?"
- 117.5 Councillor Littman replied; "That question is not one I can answer off the top of my head but I will get a written answer to you."
- 117.6 The Mayor thanked Mr. Jenner for his questions and invited Ms. Sharp to come forward and address the council.
- 117.7 Ms. Sharp asked the following question; "I'm here representing some residents. While very supportive of the Council's efforts to increase recycling rates in our city I'm aware that there has been a pilot communal recycling scheme in Brunswick and Adelaide Ward, there are real concerns from residents in Belfast Street, Connaught Terrace, Booker Street and Sterling Place about the proposed scheme and I understand it is a consultation.

Please can you confirm that you've considered the difference in the housing stock between Brunswick and Adelaide Ward and Zone 2 of Central Hove and recognise that recycling rates could be lowered as a result of the Communal Recycling Proposal? This has been expressed by some residents who have contacted me."

- 117.8 Councillor West replied; "I'm very pleased to hear that you support our desire to increase recycling rates in the City which are actually quite low especially in the City Centre. The boundary of the proposed communal recycling area broadly covers the more densely populated city central areas and within that area there are differences in the types and variations of the dwelling. Some areas have got more HMO's than others and we're aware of that.

If the scheme is rolled out, we expect to see an increase in recycling rates but we also expect to see other improvements including cleaning the streets as there will be less wind blowing recyclables about, less clutter on the streets because when people put boxes out they get in the way of people walking about and generally an easier system for people to use and to not have to remember which day collection day is because they'll be able to deposit recycling at any time. So there'll be all sorts of benefits that will actually make recycling more likely to happen which is what we found in Brunswick and Adelaide but the rates at which we improve the recycling rate are going to vary across the whole area once the area is expanded.

As you quite rightly say, this is a consultation and the decision on whether to roll the scheme out is yet to be taken. The intention is to bring back a report with the consultation results to the July Environment, Transport and Sustainability Committee. At this stage the responses are being analysed and will be reported to Members so I can't really comment further on what recommendation we may receive about the ultimate decision on the scheme."

117.9 Ms. Sharp asked the following supplementary question; "I'm pleased to hear that it is a consultation, I'm afraid there's a lot of cynicism from the residents that I represent. Can you provide evidence that the recycling in the pilot was increased because when this question was put to Gillian Marston, whom I understand is employed the Council, she confirmed she was unable to provide ward by ward statistics about recycling. So if that's the case I am concerned that the premise of this consultation as being that the pilot was successful, when it appears that no evidence is available. Please could you provide the evidence?"

117.10 Councillor West replied; "It is actually quite difficult to give a ward by ward breakdown because it depends on the collection areas but I'm sure that we will be able to give you some information that would help with the evidence for what we are doing here. The specific evidence that we have received from the pilot in Brunswick and Adelaide was that recycling rate there went up by 70% when we measured it which was at the early stages of the pilot and we believe, because the bins are actually fuller than they were at that point, that we are actually getting an even further improvement on that now.

So that is the strongest evidence that we have that communal recycling will bring great benefit in recycling rate but I can certainly try and get you some more information about current recycling rates in different parts of the City Centre but as I say that information can be difficult to tease out on a very localised basis."

117.11 The Mayor thanked Ms. Sharp for her questions and invited Mr. Tomlins to come forward and address the council.

117.12 Mr. Tomlins asked the following question; "The behaviour of council officers and departments should not be regulated by just a 'what we can get away with' approach. There are codes of practice that I've read that all Council Officers should follow. I've made many serious allegation of mal practice amongst Council Departments and Officers who've managed my dismissal as a teacher from a Local Authority School.

Why have I been actively prevented until this moment from registering any sort of complaint or protest about what I consider to be seriously unprofessional behaviour this total lack of accountability is surely against the values of an open transparent and democratic Local Authority?"

- 117.13 Councillor Littman replied; "The issue of appointment and dismissal of teachers is a matter for schools under the Local Management of Schools framework. Your dismissal was considered by the Employment Tribunal which concluded that the dismissal was fair. The right to appeal that decision was up to you. However, Council officers have responded to your complaints and your dismissal and have explained to you the process which you could use should you wish to pursue this further in accordance with the school complaints procedure by way of the Secretary of State for Education and you have been provided with details of that.

It was not considered appropriate to take an earlier question from you which was submitted to Council in October 2012 because your employment tribunal had not concluded at that stage and also the wording of the question risked you making allegations about named third parties which would have breached the Council's procedure rules and these circumstances were not considered appropriate to accept your earlier question."

- 117.14 Mr. Tomlins asked the following supplementary question; "You might know that the same school has charged me with harassment for asking about references so I get to talk about my case again in a court and I get the chance to explain all the allegations that I've made and if that is the case and these are accepted by a Magistrate in a court then I hope the Council will take a different view and especially look at the way that some very senior Council officers have denied, covered up and pretended that this never happened.

So I hope I can come back, if that's the case after my trial, and raise this question again when it will obviously become more pertinent."

- 117.15 Councillor Littman replied; "The result of the Magistrate Court will have a bearing on whether or not this goes any further."
- 117.16 The Mayor thanked Mr. Tomlins for his questions and noted that concluded the item.

118. DEPUTATIONS FROM MEMBERS OF THE PUBLIC.

- 118.1 The Mayor noted that no deputations had been received for the meeting.

119. WRITTEN QUESTIONS FROM COUNCILLORS.

- 119.1 The Mayor reminded the Council that written questions from Members and the replies from the appropriate councillor were now taken as read by reference to the list included in the addendum, which had been circulated as detailed below:

(a) Baroness Thatcher's Funeral - Councillor G. Theobald

- 119.2 “Will Cllr Kitcat please explain why Brighton & Hove was the only Council in Sussex to ignore official advice from the College of Arms and not fly the Union flag at half mast on the city’s civic buildings on the day of Baroness Thatcher’s funeral?”

Reply from Councillor J. Kitcat, Leader of the Council

- 119.3 “The Council has a protocol for the flying of flags from its buildings and as a consequence an annual programme is managed by the Premises Team. The protocol was determined by Policy & Resources Committee (2006) and has proved useful when determining the numerous requests made in this regard. There remains some flexibility within the protocol, the ultimate arbiter being the Chief Executive. On this occasion, and following discussion with Group Leaders, it was deemed inappropriate to commemorate the funeral of Baroness Thatcher by flying flags at half mast.

The College of Arms, whose jurisdiction is predominately ceremonial and not binding, acted on guidance issued to them by Downing Street. The information posted on their website was not directly communicated to Local Authorities. Neither the College of Arms nor the LGA considered it official advice or instruction. Local Authorities were able to determine how to commemorate the event, acting on precedent and appropriateness. The decision reflected the diversity of opinion throughout the city and enabled elected representatives to mark the passing of Baroness Thatcher as they felt appropriate.”

(b) King’s Free School - Councillor Mitchell

- 119.4 “Given the local opposition to the Government’s decision to site the King’s Free School on a permanent basis on the Brighton, Hove and Sussex Sixth Form College playing field, will Councillor Shanks undertake to make public the following information:

Confirmation that documents have been received by the council in relation to site searches for new Secondary Schools in the city.

The publication of any such site search documents and the council’s response to their individual proposals.

Council conducted site searches in relation to the provision of new Secondary Schools in the city with accompanying evaluations.”

Reply from Councillor Shanks, Chair of the Children & Young People Committee

- 119.5 “Specific site searches to identify potential sites for the King’s CE Free School have been commissioned by the Education Funding Agency (EFA) and as such it has been necessary to consult the EFA on the response to this question.

The EFA has confirmed that it has received a number of direct requests for information about site searches, and in response to these requests it has prepared a summary paper which includes all the sites that were considered. The EFA has removed comments on any short listing of sites and has stated that this is because until temporary and/or permanent sites are secured they may need to look at these other options and also because potentially some of these sites may be suitable for other

Free School applications in the future. The EFA maintains that therefore disclosure of this information is commercially sensitive.

The EFA has shared this site search paper with the Head Teacher/Principal and Chair of Governors of Cardinal Newman Catholic School, Stanford Junior School and BHASVIC, and has authorised the Council to make it more widely available.

Officers were invited to comment on the site searches in draft. Specifically in relation to the Old Shoreham Road playing fields site, we commented:

- The site is well used by Cardinal Newman Catholic School (CNCS) and forms an integral part of the school facilities: without this area of land the school would find it impossible to deliver the sports and PE curriculum to its 2,200 pupils
- The land is covered by a joint user agreement between CNCS, Brighton Hove and Sussex Sixth Form College (BHASVIC) and Stanford Junior School, who all make use of the playing field: building on this site would deprive Stanford Junior School of its only access to outside green space and would make it very difficult for BHASVIC to deliver any PE curriculum at all
- Planning Policy protects the loss of urban open space (and this includes school playing fields) and over the last 15 years it has become much more difficult to secure planning consent for development on school playing fields
- The site has previously been proposed as a possible site for a school development but the proposal was submitted to Public Inquiry owing to the strength of local feeling and the planning inspector upheld that the site was not suitable for the development of a secondary school
- it is considered unlikely that planning consent could be secured for this site and even if this was possible the process would be likely to be lengthy

Officers have subsequently advised the EFA of the current application for the playing fields to be given village green status.

The EFA has concluded that despite the challenges this site presents it offers the most suitable solution to the search for a permanent site for the King's CE Free School. The EFA's lead officer has met with senior staff and governors of CNCS, BHASVIC and Stanford Junior to set out the proposals and to identify the issues these present for the schools and college. He has asked them to provide full information about their use of the field. It will be for the EFA to demonstrate to the schools and college how their needs may continue to be met at the same time as developing a new school on the site.

The local authority is required to cooperate with the EFA in the development of plans for new schools. Part of this role is to advise EFA of the issues and challenges relating to proposed sites, as our officers are doing in this case.

The Council has not as yet conducted its own site searches in relation to the potential need for a new secondary school. The School Organisation Plan sets out the likely need for new secondary school places later in this decade, as the most immediate need for new places is met by the opening of the King's CE Free School."

120. ORAL QUESTIONS FROM COUNCILLORS

- 120.1 The Mayor noted that notification of 6 oral questions from Members had been received and that 30 minutes was set aside for the duration of the item. He then invited Councillor G. Theobald to put his question to Councillor Bowden.

(c) King Alfred Leisure Centre - Councillor G. Theobald

- 120.2 “Back in December you will recall that I asked you to set a timetable and deadline for selecting a preferred developer for the King Alfred site. I suggested that this should be Policy and Resources Committee in September or October and your response was most welcome as you said, and I quote you, “if we can move faster than September I guarantee we will.” Given the fact that residents are increasingly asking us, “what is happening in terms of a new Leisure Centre?” could you please give them an update and a reassurance that we are still on track to meet that deadline?”

Reply from Councillor Bowden, Chair of the Economic Development & Culture Committee

- 120.3 “You might like to thank your MP colleague for setting up a meeting to increase the interests in the King Alfred, I shan’t be attending as I think it might compromise my role as the Chair of the Project Board which is cross party and includes a colleague of yours sitting along the row in front of you. So we had our first meeting in November last year, we have had three other meetings including a site visit to a sports centre recommended by Sport England and I believe Mike Weatherly is going along to have a look at the same sports facility to give an idea of what money will buy in terms of a sports centre. We’ve had another Project Board Meeting on the 15th May so we’ve not been sitting around; we’ve got cross party buy-in we’ve also got buy-in from the Chair of the Economic Partnership who’s a special member of that project board to give what I term as a reality check in these hardened economic times.

So given that economic climate there is no doubt that the financial challenges will be significant and we need to ascertain whether we can arrive at a deliverable solution which will meet tests at Planning, the Project Board and we have commissioned some work on a number of viability and design studies so we will know more about that on the 15th and I’m very aware that it is a much loved site in the community and we don’t want to sit around waiting an inevitably long time before we start going out to market and as I re-iterate if we can get that report to Policy and Resources in a timely fashion we will endeavour to do so. Certainly all the colleagues who sit around that cross party table with us, Warren Morgan is one of those members who came on the site visit with me and Tony Mernagh. They will attest to that so we will move as speedily as we can but we need to be very careful in terms of what is deliverable in these harsh economic times.”

- 120.4 Councillor Theobald asked the following supplementary question, “When I asked the question in the first place, I asked you in September or October you then said you hoped it would be earlier. My question, I’ll repeat it again, “will you be adhering to the timetable of going to the Policy and Resources Committee in September or October this year that is later than the time that you said. Could you answer it yes or no?”

- 120.5 Councillor Bowden replied, “Until we have that meeting on the 15th May where we have commissioned some work from a very reputable surveyor practice I can’t but my objective is certainly to do that. We are not dragging our heels. If I’m going to be slightly political, your administration had four years to do something about King Alfred and you did nothing about it in all four years.”

(d) Wildlife Sites in Brighton and Hove - Councillor Mitchell

- 120.6 “After a delay of at least 2 years, there has been rather an unseemly rush in April to get several wildlife sites across the city officially ratified as local wildlife sites despite the fact that the local groups who care for them have been under the impression that this had been done such as this site at Bevendean Down described in the Friends of Bevendean Downs Pamphlet as a Local Nature Reserve but actually not having the official designation.

So can Councillor West please explain how this has happened and where the information on the 120 potential wildlife sites will not be released by the Council to the wildlife group members of the panels who are going to be asked to judge the sites until just 4 weeks before the first panel meets in July bearing in mind this information was compiled by the Council in April?”

Reply from Councillor West, Chair of the Environment & Sustainability Committee

- 120.7 “The first thing to say is about our commitment to nature conservation within the City and the Biosphere Bid is progressing extremely well and the Local Bio Diversity Action Plan as well has been agreed so officers are clearly extremely busy on a lot of work. We also have the benefits of the Nature Improvement Area and the High Level Stewardship Schemes which we’ve been rolling up increasing numbers and work the Councillor Mitchell will be familiar with, the Whitehawk Hill Management Plan work which was very well received by local residents extremely interested.

While Local Wildlife Site as I understand were formally sites of major conservation interest; these are a non statutory designation made by Local Authorities and we will be reviewing this to continue the protection of those areas. Officers are working hard to complete that work but they’ve set an ambitious timetable for the panels to evaluate the sites and the panels consist of Conservation Specialists, Friends Groups and other interested people as the Councillor has alluded to. As you mention the original panel dates were for the end of April but some people have actually come back to us and said that the timescales were too ambitious and so there’s not enough time provided to do the work justice.

So, as you say, they have been delayed to be in July. I sincerely hope that that is a better outcome for everyone and that this valuable piece of work will be done all the better for it.”

- 120.8 Councillor Mitchell asked the following supplementary question, “The members of the wildlife groups have expressed enormous respect for the current Council’ Ecologist and as Councillor West has said, this member of staff does undertake an enormous

amount of work and the Green Administration professes to have a very ambitious conservation agenda and so surely it is essential to have a fully qualified and experienced ecologist on the Council's staff.

So will Councillor West assure the Council that another Council Ecologist will be recruited to replace this respected member of staff who is leaving, rather than relying on expensive consultants?"

- 120.9 Councillor West replied, "I understand what Councillor Mitchell is referring to. We have a Voluntary Severance Scheme and the current ecologist has applied to take part in that I know that is public knowledge but I somehow feel it's not something this member should be discussing here particularly but I have actually discussed with Senior Managers, the impact of not having that post anymore and what I'm assured is that the majority of the policy work including the work on these sites will be completed, that the current ecologist will be retained until that work is completed in the summer and that going forward we are actually going to build a team in a different way which will be much more deliverable rather than on building yet more policies.

Members of wildlife groups should be assured that we will be focusing on working more with them and gaining change and improvement within sites. I can also mention that a couple of weeks ago I had the honour of opening the very first Friends of Conference that was held by CityParks and was extremely well attended and the Mayor turned up to give the closing speech and I was very impressed by the turn out and the representatives of the myriad of groups that we have in the city that look after our green spaces were incredibly impressed and so many for the first time got to network with each other and those are the sorts of levels of support work that we want to do. We want to actually strengthen that volunteer network so that they can do so much more of the good work that they are doing and share their best practice and so on."

(e) MMR Vaccination - Councillor Wealls

- 120.10 "Brighton and Hove has one of the lowest MMR vaccination rates in the country and in fact 24% of our under 5 year olds are unvaccinated which after when I did a little bit of research on the internet I was actually quite surprised at how high that number was on unvaccinated children and of course children beyond the age of 5 years, the vaccination rate, is actually lower than that.

So we do have a very poor MMR vaccination rate in the City. What are we doing with schools and our NHS partners to improve vaccination rates in the City to prevent a measles outbreak the size that we have had in South Wales?"

Reply from Councillor Shanks, Chair of the Children & Young People Committee

- 120.11 "That would be very concerning if that was the correct figure. The figures that I've been given is that Brighton has improved quite a lot in recent years and we are now just slightly below the national average over 90% of children vaccinated and we're slightly behind the national average but the under 5's is better. I think the gap we've got is when children weren't vaccinated when there was all the controversy about the MMR vaccination back in 1998 when, you remember, the Andrew Wakefield small

study which caused a national panic but obviously we want people to have vaccination because measles is a very nasty thing. So we are encouraging people who haven't had that vaccination at that age so it's more the 12-16 year olds who aren't protected and that was the case in the latest outbreak in Wales.

We're encouraging GP's to offer vaccination to those people and that's happening, there are around 20 people per GP who need to come and get vaccinated. Also the Director of Public Health has met with school heads and raised this issue and we're monitoring the take up, if we did need to get a mass vaccination campaign in to schools we would do that but at the moment we feel that people are coming forward to be vaccinated probably because of the national exposure that's had."

- 120.12 Councillor Wealls asked the following supplementary question, "I'm encouraged by those numbers actually because the numbers I had were 2010-2011 which were the ones that I got. I appreciate they're up since 2008-2009 when the vaccination rate was about 10% worse than that so I guess we still have a little bit of work to do with the over 5's and so it's encouraging that that work is going on in the schools.

There are some ethnic groups in the city that have a particular reluctance to engage in MMR vaccination programs so I would just like to encourage the Administration and the NHS to look at less conventional channels as well as just through schools to make sure that children of all ethnicities are vaccinated accordingly and I'm sure you support everyone in the Chamber in trying to deliver that."

- 120.13 Councillor Shanks replied, "I'll ask the Director of Health if there are particular groups that we are not reaching. It is really important and we would encourage who doesn't feel that they are adequately protected, to go and ask their GP about it."

(f) Siting of Grit Bins - Councillor Carden

- 120.14 "For many years I've tried to get grit bins at certain strategic places. Would you please take another look at this in order to alleviate the mess that is still on the street corners well in to the month of May. We've only just got a sweeper up there who's just about to get round to tidy it up but on all the street corners around, where this grit was deposited earlier in the year, it's still there lying around in fact it came too late to use on the snow.

I asked for grit bins for a long time but we've never had the money to produce them, so what they do kindly; when they can finally get vehicles in to Mile Oak they bring piles of grit along and they just chuck it on the street corner and you'll very often see many of the householders out there sweeping it up, tidying it up to stop it being walked into their houses and it's still there in May. Now there's the economic business of losing this grit because it's getting washed down the drains and it's getting washed everywhere so I want a proper receptacle to put it in so we can use it next year, by the time next year comes around it will all have gone down the drain."

Reply from Councillor West, Chair of the Environment & Sustainability Committee

120.15 “Last week I met your colleague Councillor Gilbey along with an officer and we actually looked around North Portslade and I was expecting your question to be in a similar vein but the useful thing of our tour then was that we saw there were certain in Down Park that actually we might need to move a grit bin from somewhere to put somewhere else.

In that tour I didn't see piles of grit from the bin leftover but clearly if that is a specific problem and it wasn't swept up long after it was used then that is a question we can raise with Cityclean.”

120.16 Councillor Carden asked the following supplementary question, “Will you do something about it? Not just leave because next year will come and the same thing will happen.”

120.17 Councillor West replied, “As I said I will pass on the point it's obviously well made and thank you for that.”

(g) Stanmer Park - Councillor Summers

120.18 “As you know Stanmer Park is receiving much over due attention and is undergoing a huge master plan process with a view to accessing major funding to redevelop it's old farm buildings, tackle the perennial vehicle movement and parking nightmare and inject new life in to the park's business offer. The road that provides access from the main south entrance all the way up to Stanmer House is obviously a key feature of the park but in terms of appropriate and necessary up keep it suffers serious neglect. In law it is a bridleway i.e. for people and horses but in reality it is a very busy vehicle highway.

As both landlord and highways authority please could the Council in the spirit of on going consultation with stake holders undertake to seek clarity on it's maintenance obligations and make a corporate decision on who must be responsible?”

Reply from Councillor West, Chair of the Environment & Sustainability Committee

120.11 “I agree it isn't really a bridleway anymore in its use, it does obviously serve the village, the businesses there and the visitors and does have quite a lot of traffic. As you rightly say it isn't an adopted highway in the technical sense and if we did adopt it we would have to maintain it to a certain standard. My understanding is it could cost something in the order of £500,000 to bring it up to highway standard. To repair in it's current designation, I think it's something up to £70,000 and to resurface it would be something in the order of £200,000 which is quite a big obligation.

I appreciate that there is an issue there of work needing to be done but these are quite substantial sums of money and at this point in time we need to look at the future of the park and how that road may or may not be used in the future and how we will work out what we intend to do with that through the development of the master plan and hopefully subsequent funding bids to carry out the work. I think at this stage in time we don't quite know what the future is but I have, I hope, clarified for you the status of that road and hope that is helpful.”

- 120.12 Councillor Summers asked the following supplementary question, “Within the context of the whole vision process and putting together the master plan which is a huge amount of work involving an awful lot of rightful stakeholders that at least there will be a commitment to consider that bridleway as a really important asset of the park, hugely important, which will of course have a knock on effect on all the other assets in the park and that in it’s own right there will be a commitment to focus on that and put officer time in to that as well as part of the master plan process and not to let that issue just get subsumed in to the wider context?”
- 120.13 Councillor West replied, “As I say we are working on that master plan and what the vision will be and how the different spaces will work and there’s more than one way in to Stanmer Park and there has been discussion about distributing some of the traffic to come in different entrances. So I’m not going to get drawn to make a commitment as to exactly how we are going to invest in that road at this stage because I think that that is all tied up in part of this development process that I’m very pleased that you are part of but I think that you have rightly drawn attention to it’s importance and it’s certainly not something that’s not going to be discussed and taken seriously.”

(h) Housing Policy - Councillor Mears

- 120.14 “Before coming into administration the then Green Group were very clear about their commitment to affordable housing and very vocal as I remember. Can the present Chair of Housing reassure this Council that this administration still has the same commitment?”

We have discussed the affordable element in the City Plan, but we see schemes coming forward where the affordable element is being greatly reduced or taken out and going to shard ownership. As the Chair of Housing I’m sure will want to confirm that this administration is still committed to affordable housing, we do have schemes coming forward, the City does need building and it does need to happen. I would like the Chair of Housing to confirm that this administration will still be talking to developers to ensure that, if not on site, at least other discussions are happening around housing and can the Chair of Housing agree with me that unless we have some movement around affordable housing, Housing Allocation Waiting List, which is a policy document, will have very little movement?”

Reply from Councillor Wakefield, Chair of the Housing Committee

- 120.15 “The answer is yes.”
- 120.16 Councillor Mears asked the following supplementary question, “Can the Chair of Housing confirm to Council; I have raised to the Chair of Housing and also to the Chair of Adult Care and Health around the issue of the Allocation Policy and does this Council only have one Allocation Policy? I have been reassured by the Chair of Housing and I have also been reassured by the Chair of Adult Care and Health that this is actually correct.

My concern is that factually I’m not sure that it is and I would like to see it in writing because my understanding is we are still running a policy through Adult Care and

Health Committee for extra care housing. Now I have never seen any papers where this has been changed so if the Chair of Housing can't answer the question today I would like it in writing rather than a straight forward yes or no so we're very clear within this Council we are only running one Allocation Policy."

120.17 Councillor Wakefield replied, "As far as I am aware we are only running one however I'm going to make sure that officers look in the small print and provide you a written answer."

121. REPORTS OF COMMITTEES.

(a) Callover

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

- Item 122 - Response to Trans Scrutiny Panel Recommendations
- Item 125 - Amendments to the Code of Conduct for Members

(b) Receipt and/or Approval of Reports

121.2 The Head of Democratic Services confirmed that the following reports on the agenda with the recommendations therein had been approved and adopted:

- Item 123 - Official Feed and Food Controls Service Plan 2013/14
- Item 124 - Code of Conduct for Member/Officer Relations & Code of Conduct for Employees

(c) Oral Questions from Members

121.3 The Mayor noted that there were no oral questions in relation to those items that had not been reserved for discussion.

122. RESPONSE TO TRANS SCRUTINY PANEL RECOMMENDATIONS

122.1 Councillor Mac Cafferty stated that he was honoured to be able to introduce the report and highlight what was an excellent piece of work. He had been struck by the comments received at the Panel meetings and wished to thank the Panel Members, the Scrutiny Officers and all those that gave their submissions to the Panel, which enabled such a comprehensive report to be produced. He welcomed the fact that the recommendations had been accepted and that the council was working to implement many of them and would be working with partner organisations to facilitate the implementation of those recommendations that directly affected them. The Trans Community was in need of support and understanding and he hoped that material changes would be seen and noted that only recently a member of the community had taken their own life because of the pressures they had experienced. The implementation of the recommendations would make the city a fairer place to live, work and study and he hoped that they would be fully supported by the whole council.

122.2 The Leader of the Council noted that the Policy & Resources Committee had unanimously endorsed the recommendations and he hoped that partner organisations

would take them on board and work with the council to implement those that directly related to them.

- 122.3 Councillor Cobb stated that she had been pleased to be a member of the Panel and had found it to be very informative and fully supported the report and welcomed the actions identified to meet the recommendations.
- 122.4 Councillor Morgan stated that he wished to thank everyone involved in the scrutiny review and in producing the report. The Panel heard a number of painful accounts of everyday prejudice and he hoped that the report would enable changes to be implemented and real improvements made across the city. It was a landmark piece of work and one that other authorities and organisations should take account of.
- 122.5 Councillor Hawtree stated that he believed it was a marvellous piece of work and wanted to say well done to everyone involved in the process and in producing the report.
- 122.6 Councillor Bowden welcomed the report and hoped that others such as the LGBT Community would gain from it and find that improvements were made which would encourage them to work with the council and others to improve understanding of needs etc...
- 122.7 Councillor Wakefield also welcomed the report and stated that she had spoken with a number of housing tenants who had experienced forms of prejudice and were in need of support and hopefully would find some assurance from the recommendations.
- 122.8 Councillor Mac Cafferty thanked everyone for their comments and commended the report to the Council.
- 122.9 The Mayor stated that the report had been moved and asked if the council agreed to note the report.
- 122.10 **RESOLVED:** That the report be noted.
- 123. OFFICIAL FEED AND FOOD CONTROLS SERVICE PLAN 2013/2014**
- 123.1 **RESOLVED:** That the adoption of the Official Feed and Food Controls Service Plan 2013/14 as set out in the appendix to the report be approved.
- 124. CODE OF CONDUCT FOR MEMBER/OFFICER RELATIONS & CODE OF CONDUCT FOR EMPLOYEES**
- 124.1 **RESOLVED:**
- (1) That the Code of Conduct for Member/Officer Relations as amended and set out in appendix 1 to the report be agreed with effect from the close of business of the Annual Meeting on the 23rd May 2013; and

- (2) That the Code of Conduct for Employees as amended and set out in appendix 2 to the report be agreed with effect from the close of business of the Annual Meeting on the 23rd May 2013.

125. AMENDMENTS TO THE CODE OF CONDUCT FOR MEMBERS

- 125.1 Councillor Hamilton stated that as the Chair of the Audit & Standards Committee it fell to him to introduce the report. He noted that a cross-party working group had considered the changes resulting from the implementation of the Localism Act 2011 and proposed that the recommendations be amended to reflect the fact that the changes should come into effect at the conclusion of the Annual Council meeting on the 23rd May 2013; both in regard to the Item and Item 124.
- 125.2 Councillor G. Theobald stated that he fully supported the report and seconded the proposed amendment. He hoped that the revisions would make it clearer for Members in declaring an interest and noted that the need to do so could be questioned in regard to the Item 126(a) on the current agenda, bearing in mind that some Members were supported by the trade unions.
- 125.3 Councillor Mitchell welcomed the report and noted that associations with trade unions had already been declared on Members' registers of interest.
- 125.4 Councillor A. Norman welcomed the report and thanked officers for their work on the proposed changes which should make it clearer to Members on their responsibility to declare an interest or not; and recommended that all Members should ensure they have read the report fully.
- 125.5 Councillor Hamilton noted the comments and moved that the report be agreed as amended.
- 125.6 The Mayor noted that an amendment had been moved which affected both Items 124 and 125 and put the recommendations as amended to the vote which was carried.
- 125.7 **RESOLVED:** That the amendments to the Code of Conduct for Members as set out in appendix 1 to the report be agreed and brought into effect from the close of business of the Annual Meeting on the 23rd May 2013.

Note:

- 125.8 The Mayor then adjourned the meeting for a refreshment break at 5.55pm.
- 125.9 The Mayor reconvened the meeting at 6.40pm.

126. NOTICES OF MOTION.

(a) Blacklisting of Construction Workers

- 126.1 The Notice of Motion as detailed in the agenda was proposed by Councillor Morgan on behalf of the Labour & Co-operative Group and seconded by Councillor Farrow.

126.2 The Mayor then put the following motion to the vote:

“This council notes evidence which has emerged as part of a Parliamentary inquiry into blacklisting in employment, which has brought forward allegations of widespread use of blacklists in relation to major public sector construction projects.

This council further notes that secret files on thousands of workers in the construction sector have resulted in people being denied employment after raising legitimate health and safety concerns, or exercising their human right to belong to a trade union, and were used by more than 40 of the UK’s largest construction firms.

This council deplores the practice of ‘blacklisting’ within the construction industry, and requests the Policy & Resources Committee to ensure that any company known to have been involved in blacklisting practices and not to have indemnified their victims will not be invited to tender contracts by the Council.”

126.3 **The motion was carried.**

(b) Protests in Brighton and Hove

126.4 The Notice of Motion as detailed in the agenda was proposed by Councillor G. Theobald on behalf of the Conservative Group and seconded by Councillor Hyde.

126.5 Councillor Duncan moved an amendment to the notice of motion on behalf of the Green Group which was seconded by Councillor Jarrett.

126.6 The Mayor noted that the amendment had not been accepted by Councillor Theobald and put it to the vote which was **carried**.

126.7 The Mayor then put the following motion as amended to the vote:

“This Council respects the right of individuals and groups to protest peacefully in the city. However, this right must be carefully balanced against a) the loss of trade for local businesses caused by protests, b) the cost to taxpayers of policing protests, and c) the rights of citizens to go about their lives free from fear and intimidation. This Council considers that the costs of the recent March for England (which for the Policing alone could amount to hundreds of thousands of pounds) were unacceptable.

Therefore, this Council resolves to request the Chief Executive to write to the Police and Crime Commissioner for Sussex and the city’s Chief Superintendent requesting that, together with the City Council and key partners, a wide-ranging review is carried out into how the negative impact of protests on the city’s residents, businesses and visitors can be minimised.

The Council further requests that this review should include giving strong consideration to locating marches and protests where there is a concern for public safety and public order away from the seafront and city centre locations where they do so much damage to local businesses and community cohesion.”

126.8 **The motion was carried.**

(c) Public Service Delivery and Staff Led Mutuals

126.9 The Notice of Motion as detailed in the agenda was proposed by Councillor Wealls on behalf of the Conservative Group and seconded by Councillor Cox.

126.10 Councillor Mitchell moved a joint amendment to the notice of motion on behalf of the Labour & Co-operative and Green Groups which was seconded by Councillor Rufus.

126.11 The Mayor noted that the amendment had not been accepted by Councillor Wealls and put it to the vote which was **carried**.

126.12 The Mayor then put the following motion as amended to the vote:

“This Council welcomes the Government’s support for, and promotion of, staff-led mutuals and other forms of co-operative service delivery across the public sector and notes that employees are one of the key groups eligible to submit expressions of interest under the ‘Community Right to Challenge’ in the Localism Act.

This Council notes that the Government’s Mutual’s Taskforce has found that the benefits of mutual and co-operative service delivery are wide ranging and include: (i) greater customer satisfaction; (ii) greater ability of staff to innovate and use their initiative; (iii) lower production costs and higher productivity; (iv) increased resilience; (v) job creation; and (vi) higher morale and motivation amongst staff. This Council, therefore, agrees with the cross-party Communities and Local Government Select Committee’s recent conclusion that more local authorities should be considering setting up mutuals and co-operatives¹.

The council also notes the significant concern amongst organisations working in the mutual, co-operative and social enterprise sectors that the word ‘mutual’ is being used in ways which do not meet the established definitions of the term – in particular with regard to the absolute requirement that mutuals must be majority owned by staff.

Therefore this council requests that the council’s Policy Team undertakes an evaluation of staff-led mutuals currently in operation, working with expert organisations in the sector such as Co-ops Uk, Mutuo and the Employee Ownership Association, and seeking the views of staff representatives and trade unions as part of this work. Issues the report should examine include:

- The importance of mutual spin-offs being driven by the staff themselves rather than imposed
- Success factors in the establishment of staff led mutual organisations.
- How to ensure that the staff led mutuals continue to provide services in the long term, and avoid mutualisation becoming a step towards privatization
- How to secure assets within the mutual organisations to ensure that they continue to contribute to the public benefit.

¹ <http://www.publications.parliament.uk/pa/cm201213/cmselect/cmcomloc/112/112.pdf>

- Establishing criteria for tendering and commissioning of existing externally provided services that favour mutual and co-operative organisations”

¹ <http://www.publications.parliament.uk/pa/cm201213/cmselect/cmcomloc/112/112.pdf>

126.13 **The motion was carried.**

(d) Independent Commission on Whole Person Care

126.14 The Notice of Motion as detailed in the agenda was proposed by Councillor Mitchell on behalf of the Labour & Co-operative Group and seconded by Councillor Morgan.

126.15 Councillor Jarrett moved an amendment to the notice of motion on behalf of the Green Group which was seconded by Councillor Bowden.

126.16 The Mayor noted that the amendment had been accepted by Councillor Mitchell and put it to the vote which was **carried**.

126.17 The Mayor then put the following motion as amended to the vote:

“This council notes predictions from the Nuffield Trust which show, unless we improve the way services are delivered, growing social care needs will leave a shortfall of up to £29 billion a year by 2020 in NHS funding.

This council also notes the launch of an Independent Commission led by respected international expert and former Department of Health specialist Sir John Oldham OBE. We trust this Commission will be truly independent and non partisan with genuine cross-party involvement. The Commission will seek to find ways of integrating health and social care to meet the challenge of an ageing population with rising needs for care and growing numbers of people with chronic illnesses like cancer, diabetes and dementia.

This council believes in the principle of organising services around the needs of patients, rather than patients around the needs of services, with teams of doctors, nurses, social workers and therapists all working together and care being arranged by a single person. Integrated care will lead to better outcomes and greater efficiency for the whole system.

This council supports a greater focus on preventing people getting ill and more care being provided directly in people’s homes so they avoid unnecessary hospital visits, and integrating social care services between the NHS and local authorities.

This council resolves to support the principle of “whole person care”.

This council requests the appropriate council committee, to make a positive contribution towards pursuing the goal of integrating health and social care between the NHS and local authorities.”

126.18 **The motion was carried.**

(e) **Government 'Land Transfer Scheme'.**

126.19 The Notice of Motion as detailed in the agenda was proposed by Councillor Buckley on behalf of the Green Group and seconded by Councillor Shanks.

126.20 Councillor Pissaridou moved an amendment to the notice of motion on behalf of the Labour & Co-operative Group which was seconded by Councillor Gilbey.

126.21 The Mayor noted that the amendment had not been accepted by Councillor Buckley and put it to the vote which was **lost**.

126.22 The Mayor then put the following motion to the vote:

“Recently the Department for Education identified the playing fields situated between BHASVIC and Cardinal Newman as the most suitable permanent location for the King's Free School. The recommendation takes advantage of recent legislation allowing the government to transfer council-owned land to an academy or free school. This transfer does not compensate the council for the loss of land.

This council notes that Government ministers and/or private consultants paid to source the cheapest location do not take into account the value of the land to the local community.

In keeping with the Olympic legacy, playing fields and green spaces need to be protected to encourage sports participation, teamwork and an appreciation of the local environment. Studies conducted by the Greenwich Teaching Primary Care Trust show a lack of access to green space is a main factor in predicting poor mental health and vitality.

This council believes that the government's 'Land Transfer Scheme' undermines councils, and obstructs the strategic delivery of new school places. We remain unconvinced of the necessity of a role for central government in deciding the locations for the local provision of maintained schools.

Therefore, this Council calls on the Government:

- To stop appropriating council-owned land without recompense or consideration of its value to the wider community;
- To instead reinstate councils' funding for building new schools;
- To allow local authorities to identify suitable sites for educational purposes and not have them imposed by central government.”

126.23 **The motion was carried.**

(f) Brighton and Hove – A One Planet City

126.24 The Notice of Motion as detailed in the agenda was proposed by Councillor Littman on behalf of the Labour & Co-operative Group and seconded by Councillor Mac Cafferty.

126.25 The Mayor then put the following motion to the vote:

“At a time when Secretary General of the United Nations, Ban Ki-moon, at the Council of foreign relations [1], talked of “the gathering threat of climate change,” we are proud that Brighton and Hove has received accreditation from BioRegional as the World’s first One Planet City.

BioRegional’s recognition is far from being the end of the project - merely an encouraging step on the way. We now need to make the agreed Action Plan, produced by the council’s Sustainability Team, into a reality.

This excellent plan sets out clear and practical ways in which we will save money from the public purse; cut carbon; improve our local communities; and strengthen the economic and environmental resilience of our city.

For example we are slashing our energy and water bills by cutting down on waste, and supporting residents and businesses around the city to do the same. Paying the living wage puts money back into resident’s pockets; thus supporting local businesses.

Globally cities such as Brighton and Hove produce 75% of carbon emissions but are also uniquely placed to combat climate change through technological innovation. We will support the Eco Technology show, which gives a platform and networking opportunities for business in this burgeoning sector.

Already, many organisations in the city are working with us, applying One Planet Living principles to boost our local economy, become more resistant to price hikes in energy, fuel and food, and fostering a more equal, healthy and resilient Brighton & Hove.

To that end this council resolves to:

- Welcome the historic One Planet City designation, the prestige it brings to our city, and the unique opportunity to showcase our strengths and innovation;
- Support the council’s Sustainability Action Plan;
- Express support for work with partners within the City and beyond, whose invaluable contributions have helped earn our city this accreditation.”

[1] http://www.un.org/wcm/content/site/climatechange/pages/gateway/template/news_item.jsp?cid=39006

126.26 **The motion was carried.**

127. CLOSE OF MEETING

127.1 Councillor Mears noted that it was the last Ordinary meeting of the Council to be chaired by the Mayor and stated that she wished to thank the Mayor on behalf of all Members for his fair and even handed approach to the chairing of council meetings.

127.2 The Mayor thanked everyone for attending and for the comments and declared the meeting closed.

The meeting concluded at 9.10pm

Signed

Chair

Dated this

day of

BRIGHTON & HOVE CITY COUNCIL**ANNUAL COUNCIL****4.30pm 23 MAY 2013****COUNCIL CHAMBER, HOVE TOWN HALL****MINUTES**

Present: Councillors Randall (Chair), Meadows (Deputy Chair), Barnett, Bennett, Bowden, Brown, Buckley, Carden, Cobb, Cox, Davey, Deane, Duncan, Farrow, Fitch, Gilbey, Hamilton, Hawtree, Hyde, Janio, Jarrett, Jones, A Kitcat, J Kitcat, Lepper, Littman, Mac Cafferty, Marsh, Mears, Mitchell, Morgan, A Norman, K Norman, Peltzer Dunn, Phillips, Pidgeon, Pissaridou, Powell, Robins, Rufus, Shanks, Simson, Smith, Summers, Sykes, C Theobald, G Theobald, Wakefield, Wealls, Wells, West and Wilson.

PART ONE**1. DECLARATIONS OF INTEREST**

1.1 There were no declarations of interests in matters appearing on the agenda.

2. MAYORAL REPORT 2012-13

2.1 The Mayor introduced the report which detailed the activities of the Mayor during the civic year for 2012/13 and stated that he had had an excellent and enjoyable year and wished to thank all those involved in the various activities and events that took place.

2.2 The Mayor then took the opportunity to say that he had been delighted and honoured to have served the city as Mayor for the previous year. He had enjoyed every moment and wished to thank the mayoral staff for their help and assistance and the officers for their support prior to and at the council meetings. He had been pleased to oversee the giving of the Freedom of the City to Steve Ovet and to have welcomed the Olympic Torch to the city as well as attending many other events throughout the city. He had also been deeply moved by the number of volunteers that were in the city and especially a young woman who worked for St John's Ambulance supporting homeless people in the city after working all day at the hospital, an 11-year old carer who looked after his mother whilst keeping a good record at school and without any respite and the husband and wife who for nearly 30 years had been organising the Moulsecoomb Family Day. With such people around he believed that the city was in good heart and he was very grateful to have had the opportunity to meet them and represent the city as Mayor.

2.3 The Mayor then moved that the mayoral report for 2012/13 be noted.

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

3. ELECTION OF THE MAYOR OF BRIGHTON AND HOVE FOR THE MUNICIPAL YEAR 2013/14

3.1 The Mayor invited nominations for the position of Mayor of Brighton & Hove for the municipal year 2013/14.

3.2 Councillor Denise Cobb was proposed by Councillor Mears and seconded by Councillor Cox.

3.3 Councillors J. Kitcat, Theobald and Morgan supported the nomination of Councillor Cobb as Mayor for 2013/14.

3.4 The Mayor moved that, there being no other nominations, Councillor Denise Cobb be duly elected Mayor of Brighton & Hove for the forthcoming municipal year of 2013/14.

3.5 **The motion was agreed.**

3.6 The Mayor then adjourned the meeting at 4.55pm in order for Councillor Cobb as the incoming Mayor to be robed and to take the Chair for the remainder of the meeting.

Councillor Cobb in the Chair

3.7 Councillor Cobb reconvened the meeting at 5.05pm and then made and signed the Declaration of Acceptance of Office.

3.8 The Mayor then thanked the Council for her appointment,

“Councillors: ladies: gentlemen: honoured guests, friends & family. Thank you all for being here today on this memorable occasion. Firstly, I’d like to thank Councillor Bill Randall for the way he fulfilled his role as Mayor over the past year. Supported by Heather as Consort, and assisted by Councillor Meadows as Deputy this team represented the city at home and abroad offering a warm, respectful welcome to visitors. I thank them all for their hard work.

I was first elected in 1999 and I clearly remember the first Annual Council I attended. The Member being made Mayor was Councillor Jenny Langston; I remember it well and was very moved by the occasion. At the time I felt somewhat isolated and had a number of personal issues which were very difficult, so when Jenny thanked her family and friends for their support I remember thinking. ‘I’d love to be Mayor one day, but who will I have to thank?’ Fourteen years later – here I am, unbelievable. I have lots of people to thank. Councillors - from all parties - my family, my friends and especially my colleagues without whose support I would not be sitting here today. I feel extremely honoured and it really means a lot to me. I was born in Brighton and although I’ve lived and worked in other parts of the country and abroad, Brighton is home. My children and grandchildren are here and I’m delighted that my grand daughter Luna-Rose has agreed to be my Consort.

Many of you will be aware that my working life involves a lot of physical activity. I intend to apply some of those elements during my Mayoralty, but I don't want Councillors expecting a therapeutic treatment, I'm more likely to treat you like an aqua-aerobic class, so be warned! One wrong step and you may end up in deep water.

People are drawn to Brighton & Hove. It's a place they feel they belong too. It is different from other places; its history, population, geography, culture and values combine to make it quite unlike anywhere else.

The charities that I will be supporting this year reflect, in part, that diversity, and unique set of qualities. I hope that; 'Brighton & Hove Age UK', 'The Argus Appeal', 'Off The Fence', 'The Martlets' and 'Rockinghorse' will all benefit from your support as well as mine. The popular image of our city is one that is contemporary, cosmopolitan, mindful of its heritage but embracing of the future; respectful of tradition and open to new ideas. In recognition of this, my year as Mayor will be a multi-faith one, and I have invited faith representatives from my ward to act as my Chaplains. I invite everyone here to the initial Civic Service at the Unitarian Church on New Road this Sunday 26th May at 11am. I hope we will be able to fully represent the diversity and difference of belief throughout the City.

I'm looking forward to meeting new people, excited by the prospect of seeing the city in a new way and slightly anxious about chairing meetings of Full Council. I'd like to thank all of you for being here today, especially those who have already done so much to support me, the distinguished guests, my family and my grandson Tyrus (who I promised I'd make a special mention) for being witness to a small piece of history for the city, but a huge moment for me. Thank you."

4. VOTE OF THANKS TO THE RETIRING MAYOR

- 4.1 The Mayor called on Councillor J. Kitcat to move a vote of thanks for the retiring Mayor, Councillor Randall.
- 4.2 Councillor Kitcat moved a vote of thanks to Councillor Randall as the retiring Mayor for his services during his term of office. He stated that Councillor Randall had had an incredible year, becoming the first Mayor to tweet and to have an electric car, as well as welcoming the Olympic Torch to the city and driving the Volks Train. He was also responsible for the party at the Amex for Looked After Children and had attended a number of the citizenship ceremonies held in the city. Both he and his wife, Heather had been wonderful ambassadors for the city, always welcoming at events and having time to speak to everyone.
- 4.3 Councillor Bowden formally seconded the motion and stated that Councillor Randall had been the first Green Mayor in the country and that could only be topped by having been the first teen correspondent for Jackie magazine. It had been a pleasure to follow his exploits as Mayor and he believed Councillor Randall had taken to the role as Mayor and the city should be proud of his achievements over the year. He wished to thank him for all his fundraising efforts and for leaving the mayoralty in good shape.
- 4.4 Councillor G. Theobald stated that the appointment of Mayor was the highest honour that the council could bestow on a councillor and he believed that Councillor Randall

had fulfilled this role to the highest standard. Acting as the first citizen he had welcomed delegates, conferences and organisations to the city, he had raised a significant amount of revenue for his chosen charities and as Chair of the Council had acted fairly and when necessary robustly. He thanked him for an excellent year and knew that he would support the new Mayor in his role as Deputy Mayor to the full.

4.5 Councillor Morgan stated that he wished to extend the warmest thanks to Councillor Randall on behalf of the Labour & Co-operative Group; he had provided a human aspect to the role and chaired a number of difficult meetings with calmness and humour. He also welcomed his return to the Housing Committee and was sure that he would continue and thanked him again for his work as Mayor.

4.6 The Mayor put the motion to the vote.

4.7 **The motion was carried.**

4.8 The Mayor presented Councillor Bill Randall and Mrs. Heather Randall with commemorative badges in recognition of their year of office.

5. APPOINTMENT OF THE DEPUTY MAYOR OF BRIGHTON & HOVE FOR THE MUNICIPAL YEAR 2013/14

5.1 The Mayor moved that the Council appoint Councillor Bill Randall as Deputy Mayor for the forthcoming municipal year.

5.2 The Motion was seconded by Councillor J. Kitcat.

5.3 The Mayor noted that there were no other nominations, and therefore sought the Council's agreement to Councillor Bill Randall being duly elected as Deputy Mayor of Brighton & Hove for the forthcoming municipal year 2013/14.

5.4 **The motion was agreed.**

5.5 Councillor Bill Randall made and signed his Declaration of Acceptance of Office as Deputy Mayor and was presented with his badge of office by the Mayor.

6. MAYOR'S COMMUNICATIONS

6.1 The Mayor he had noted that her five Mayor's charities for the year were; 'Brighton & Hove Age UK', 'The Argus Appeal', 'Off The Fence', 'The Martlets' and 'Rockinghorse' and she hoped that they would all benefit from councillors support as well as hers.

6.2 Secondly, she intended that her year as Mayor would be a multi-faith one, and had invited faith representatives from her ward to act as her Chaplains, and was looking forward to having different forms of prayer prior to each council meeting.

6.3 She also wished to remind Members that a Civic Service would be held at the Unitarian Church on New Road on Sunday 26th May at 11am and that everyone was welcome to attend.

6.4 Finally she stated that her first charity event was tea at 3pm in the Mayors Parlour tomorrow and she hoped that colleagues would join her, as she would be collecting raffle and tombola prizes to support her chosen charities.

7. APPOINTMENT OF THE LEADER OF THE COUNCIL

7.1 The Mayor invited Councillor Deane to propose the appointment of the Leader of the Council.

7.2 Councillor Deane proposed that Councillor Jason Kitcat should be appointed as the Leader of the Council for the municipal year 2013/14.

7.3 Councillor Davey formally seconded the proposal.

7.4 The Mayor noted that there were no other nominations and put the motion to the vote which was agreed.

7.5 **RESOLVED:** That Councillor Jason Kitcat be appointed as the Leader of the Council for the municipal year 2013/14.

8. APPOINTMENTS

8.1 The Mayor moved the appointments of Councillors Davey and Deane as Deputy Leaders of the Council for the forthcoming municipal year 2013/14 be agreed.

8.2 **The motion was carried.**

8.3 The Mayor moved that Councillor Geoffrey Theobald be appointed as the Leader of the Official Opposition, in recognition that he was the Leader of the Conservative Group which had the largest number of Members of the two minority groups represented on the council.

8.4 **The motion was agreed.**

8.5 The Mayor moved that for the municipal year 2013/2014 the following appointments to the positions as agreed by the various Groups represented on the Council be noted:

- | | |
|---|------------------------------|
| (i) Convenor of the Green Group | Councillor Jason Kitcat |
| (ii) Leader of the Conservative Group | Councillor Geoffrey Theobald |
| (iii) Leader of the Labour & Co-operative Group | Councillor Warren Morgan |

8.6 **The motion was carried.**

8.7 The Mayor moved that for the municipal year 2013/2014 the following councillors put forward by the Leader of the Council be designated as Lead Members for the respective areas of responsibility as listed below:

- | | |
|--|-------------------------|
| (i) Lead Member for Communities & Equalities | Councillor Bill Randall |
|--|-------------------------|

- (ii) Lead Member for Community Safety
- (iii) Lead Member for Transport

Councillor Liz Wakefield
Councillor Ian Davey.

8.8 The motion was carried.

9. REVIEW OF POLITICAL BALANCE AND APPOINTMENT OF COMMITTEES, SUB-COMMITTEES, FORUMS, PANELS AND OUTSIDE BODIES 2013/14

- 9.1 The Mayor noted that the next item on the agenda concerned the review of the political balance and appointment of committees, sub-committees, forums and outside bodies.
- 9.2 Councillor G. Theobald expressed his concern over the proposed allocations to committees noting that the Green Group would have control of the Policy & Resources and Environment, Transport & Sustainability Committees by virtue of having the Chair's casting vote. He did not feel that this reflected the overall position on the Council and felt that it should be given further consideration.
- 9.3 The Mayor noted the comments and that no other speakers had indicated and therefore put the recommendations as detailed in the report to the vote:
- (i) The allocation of seats as detailed in the report and in appendix 1 to the report be approved;
 - (ii) For the municipal year 2013/2014 the following Committees and Sub-Committees be constituted and appointed to hold office until the next Annual Meeting of the Council and the number of Members and allocation of seats to the Party Groups (apart from co-opted Members) as detailed in appendix 1 to the report and as specified below be agreed:

Committee/Sub-Committee	Seats	Green	Conservative	Labour	Independent
Policy & Resources	10	5	3	2	
Adult Care & Health	10	4	3	2	1
Children & Young People	10	4	3	3	
Economic Development & Culture	10	4	4	2	
Environment, Transport & Sustainability	10	5	3	2	
Housing	10	4	3	3	

Audit & Standards	8	2	3	2	1
Licensing*	15	6	5	4	
Planning	12	5	4	3	
Overview & Scrutiny Committee	10	5	3	2	
Health & Well Being Overview & Scrutiny	8	3	3	2	
Personnel Appeals Sub	3	1	1	1	
Housing Management Consultative Sub	8	3	3	2	
Total	124	51	41	30	2
<i>Licensing 2003 Act* - has the same membership as Licensing and does not come into the equation for the allocation of seats</i>	15	6	5	4	

- (iii) That the membership of the committees and sub-committees as detailed in appendix 2 to the report and set out below be agreed;

Policy & Resources Committee – Councillors J. Kitcat (Chair), Littman (Deputy Chair), Hamilton, Morgan, A. Norman, Peltzer Dunn, Randall, Shanks, G. Theobald and West.

Adult Care & Health Committee – Councillors Jarrett (Chair), Phillips (Deputy Chair), Barnett, Bowden, Marsh, Meadows, Mears, K. Norman, Summers and Wakefield.

Children & Young People Committee – Councillors Shanks (Chair), Buckley (Deputy Chair), Brown, Gilbey, A. Kitcat, Lepper, Pissaridou, Powell, Simson and Wealls.

Economic Development & Culture Committee – Councillors Bowden (Chair), Hawtree (Deputy Chair), Brown, Buckley, Fitch, Janio, Mac Cafferty, Morgan, Smith and C. Theobald.

Environment, Transport & Sustainability Committee – Councillors West (Chair), Sykes (Deputy Chair), Cox, Davey, Deane, Hawtree, Janio, Mitchell, Robins and G. Theobald.

Housing Committee – Councillors Randall (Chair), Kennedy (Deputy Chair), Barnett, Duncan, Farrow, Fitch, Mears, Peltzer Dunn, Rufus and Wilson.

Audit & Standards Committee – (8 Councillors and 2 Independent Members) Councillors Hamilton (Chair), Follett, Lepper, A. Norman, Smith, Summers, Sykes and Wealls.

Independent Members - Dr D. Home and Dr. L. Meleyal.

Licensing & Licensing (2003) Committee – Councillors Powell (Chair), Deane (Deputy Chair), Bennett, Duncan, Gilbey, Hyde, Jones, Kennedy, Lepper, Marsh, Pidgeon, Robins, Rufus, Simson and C. Theobald.

Planning Committee – Councillors Mac Cafferty (Chair), Jones (Deputy Chair), Carden, Cox, Davey, Gilbey, Hamilton, Hyde, Littman, C Theobald, Wakefield and Wells.

Overview & Scrutiny Committee – Councillors Mitchell (Chair), Janio (Deputy Chair), Brown, Davey, Follett, Kennedy, A. Kitcat, K. Norman, Phillips and Wilson.

Health & Well Being Overview & Scrutiny Committee – Councillors Rufus (Chair), C Theobald (Deputy Chair), Buckley, Cox, Marsh, Robins, Sykes and Wealls.

Licensing 2003 Sub-Committee (3 from the parent committee with designated reps) – Councillors Powell (Chair), Simson and Lepper.

Personnel Appeals Sub-Committee – (3 from a pool of Members with designated reps) Councillors Powell, Cox and Marsh as appointees and the Pool of Councillors being Deane, Gilbey, Hamilton, Hawtree, Hyde, Jarrett, Jones, Lepper, Littman, Meadows, Phillips, Pissaridou, Robins, Rufus, Shanks, Simson and Wealls.

Housing Management Consultative Sub-Committee – Councillors Randall (Chair), Davey, Farrow, Kennedy, Mears, Peltzer Dunn, Pidgeon and Wilson.

Community Safety Forum – Councillors J. Kitcat (Chair), Barnett, Carden, Mac Cafferty, Morgan, Phillips, Pidgeon, Robins, Simson and Wakefield.

Health & Wellbeing Board – Councillors Jarrett (Chair), Bennett, Bowden, Meadows, K. Norman, Pissaridou and Shanks.

- (iv) That in having regard to (iii) above, those Members listed as Chair and Deputy Chair of the respective Committees, Sub-Committees and Forums as detailed in appendix 2 to the report be agreed;
- (iv) (a) That with regard to (iii) above and subject to (b) and (c) below, all Members of the Council be appointed as Substitute Members of each Committee of the Council in accordance with Standing Orders.

- (b) That no Member may act as a Substitute Member of the Planning Committee or the Personnel Committee unless he/she has received the appropriate training to enable them to serve on the respective Committee.
- (c) There are restrictions on membership of the Overview & Scrutiny Committees as set out in the Overview & Scrutiny Procedure rules.
- (v) That in having regard to (ii) above, an Urgency Sub-Committee for each Committee be approved in accordance with Procedure Rule 22;
- (vi) That the appointments of representatives to the list of Outside Bodies as detailed in appendix 3 to the report and specified below be agreed:

	Name of Organisation	Term of Office	Nominations 2013/14
1	Adoption & Permanence Panel	Annual	Littman/Shanks (Job Share)
2	Age Concern	Annual	Jarrett and K. Norman
3	Arts Commission	Annual	Bowden, A Kitcat, Mac Cafferty, Brown, C Theobald Fitch
4	Brighton Dome & Festival Limited	Annual	Bowden Fitch
5	Brighton Housing Trust	Annual	Wakefield
6	Brighton & Hove City in Bloom Community Group	Annual	Rufus, Shanks, West, K Norman, C. Theobald, Pissaridou
7	Brighton & Hove Allotment Federation	Annual	Deane
8	Brighton & Hove Economic Partnership	Annual	Bowden G. Theobald
9	Brighton & Hove Estates Conservation Trust	Annual	West Mitchell
10	Brighton & Hove Federation of Disabled People	Annual	Powell
11	Brighton & Hove Food Partnership Board of Directors	Annual	Sykes
12	Brighton & Hove Foster Panel	Annual	Littman/Shanks (Job Share)
13	Brighton & Hove Foyer	Annual	Duncan
14	Brighton & Hove Music Trust	Annual	Mac Cafferty, Shanks, A Norman
15	Brighton & Hove Seaside Community Homes	3-year	Randall for Wakefield

	Ltd	2011-14	
16	Brighton and Sussex University Hospitals Board of Governors	May 2013	Duncan
17	Brighton Unemployed Centre Families Project	Annual	Duncan
18	Citizen's Advice Bureau	Annual	MacCafferty, Robins
19	City Inclusion Partnership	Annual	Randall, Wakefield, Simson Marsh
20	City Sustainability Partnership	Annual	Sykes, West Janio Mitchell
21	City Sports Forum	Annual	Bowden, Phillips Smith, Robins
22	Coast 2 Capital Local Transport Body	Annual	Davey
23	Coastal West Sussex Strategic Planning Board	Annual	Mac Cafferty
24	Corporate Parenting Board	Annual	J. Kitcat, Shanks, Bennett, Hyde, Gilbey
25	Cornerstone Community Centre Board of Management	Annual	Sykes
26	Councillor Disability Champion	Annual	Powell
27	East Sussex Fire Authority	Annual	Hawtree, Powell, Rufus, Peltzer Dunn, C Theobald Carden
28	East Sussex Pension Fund Investment Panel	Annual	Littman Wealls
29	Eurocities Network	Annual	A Kitcat
30	Fair Trade Steering Group	Annual	Deane, Littman
31	Healthy City Partnership	Annual	Jones, K. Norman
32	INTERREG Iva	Annual	Randall
33	Local Government Association	Annual	Buckley, J Kitcat G Theobald Morgan
34	LGA Rural Commission	Annual	West
35	LGA Urban Commission	Annual	Kennedy, Wakefield
36	Local Strategic Partnership	4 year term	Morgan for Mitchell

		2011-15	
37	Members Advisory Group on Grants (MAG)	Annual	Rufus Simson Hamilton
38	MIND	Annual	Jarrett
39	Patrol Adjudication Joint Committee (Appointee also sits on the Bus Lane Adjudication Service Joint Committee)	Annual	Davey
40	Pre-School Learning Alliance (South)	Annual	Buckley
41	Police & Crime Panel	No Max	Duncan
		Annual	Morgan
42	Race Ground Trustees	Annual	West (Board), Deane, Duncan, Kennedy Brown, C Theobald Fitch (Board), Lepper
43	Resource Centre	Annual	Davey
44	Shoreham Port Authority LA Liaison Committee	Annual	Bowden Peltzer Dunn
45	South East England Employers	Annual	Rufus, Cox, Marsh
46	Southern Regional Flood & Coastal Committee	Annual	West
47	The Brighton Fund	Annual	Mayor (ex-officio) Cobb
		4 year tem 05/11-15	Bowden, Powell A. Norman Lepper
48	The Sussex Deaf Association	Annual	Duncan
49	The Royal Pavilion and Museums Foundation	Annual	Bowden
50	United Nations Association	Annual	Duncan
51	University of Sussex Court	01/08/13- 31/07/14	Shanks, A. Norman
52	West Pier Trust	Annual	Buckley

9.4 **The motion was carried.**

10. CLOSE OF MEETING

10.1 The Mayor thanked everyone for attending and making it such a special day for her and declared the meeting closed.

The meeting concluded at 5.30pm.

Signed

Chair

Dated this

day of

WRITTEN QUESTIONS FROM COUNCILLORS

The following questions have been received from Councillors and will be taken as read along with the written answers which will be included in an addendum that will be circulated at the meeting:

(a) Councillor Hamilton

“There are many footpaths in Portslade, providing safe traffic free access to many parts. The path at the rear of High Close in Portslade was impassable, with brambles and nettles on both sides of the path meeting in the middle. It appears there is no programme for footpath clearance. Please could consideration be given to an annual maintenance programme?”

Reply from Councillor West, Chair of the Environment, Transport & Sustainability Committee.

(b) Councillor G Theobald

“How much money was spent on agency staff between the start of the recent unofficial strike and subsequent work to rule by City Clean staff on 8th May, and the start of the official strike on 14th June?”

Reply from Councillor Littman, Deputy Chair (Finance) Policy & Resources Committee.

(c) Councillor Hyde

“Many councils operate corporate ‘customer charters’ which, amongst other things, specify how quickly telephone calls should be answered by staff. Does Brighton & Hove City Council have such a charter with a target time for staff to answer telephone calls and, if so, how does the Planning Department perform against that target?”

Reply from Councillor Mac Cafferty, Chair of the Planning Committee.

(d) Councillor G Theobald

“In the light of (a) the recent statement in the House of Commons by Local Government Minister, Brandon Lewis, about the unsuitability of Green Belt land for traveller sites and (b) the concerns that have been raised by experts about possible contamination of the drinking water aquifer, will the Administration now be shelving its plans for a new permanent traveller site at Horsdean?”

Reply from Councillor West, Chair of the Environment, Transport & Sustainability Committee.

ORAL QUESTIONS FROM COUNCILLORS

A period of not more than 30 minutes is set aside for oral questions from Members, at the expiry of which, the Mayor will call a halt and proceed to the next item of business of the agenda. Any Member whose question then remains outstanding will be contacted to determine whether they wish to have a written answer provided or for their question to be carried over to the next meeting.

The following Members have indicated that they wish to put questions to the Leader, Chairs of Committees or Members of the Council that have been appointed to an outside body. The Councillor asking the question may then ask one relevant supplementary question which shall be put and answered without discussion:

- (a) **Councillor C. Theobald**
Subject matter – Advertising & Sponsorship

Reply from Councillor Littman, Deputy Chair (Finance) of the Policy & Resources Committee

- (b) **Councillor Marsh**
Subject matter – Lewes Road Traffic Scheme

Reply from Councillor West, Chair of the Environment, Sustainability & Transport Committee

- (c) **Councillor Summers**
Subject matter – Protest Marches in Brighton and Hove

Reply from Councillor Wakefield, Lead Member for Community Safety

- (d) **Councillor Wealls**
Subject matter – King's Church of England Free School

Reply from Councillor Shanks, Chair of the Children & Young People Committee

- (e) **Councillor Meadows**
Subject matter – Wild Park

Reply from Councillor West, Chair of the Environment, Sustainability & Transport Committee

- (f) **Councillor Cox**
Subject matter – Staff-Led Mutuals

Reply from Councillor J. Kitcat, Leader of the Council

- (g) **Councillor Barnett**
Subject matter – Traveller Waste Contract

Reply from Councillor West, Chair of the Environment, Sustainability & Transport Committee

- (h) **Councillor Mears**
Subject matter – Armed Forces Day

Reply from Councillor J. Kitcat, Leader of the Council

Subject:	Annual Performance Update 2012/13		
Date of Meeting:	18 July 11 July – Policy & Resources Committee		
Report of:	Assistant Chief Executive		
Contact Officer:	Name:	Richard Butcher Tuset	Tel: 29-5514
	Email:	richard.tuset@brighton-hove.gov.uk	
Ward(s) affected:	All		

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

- 1.1 In July 2011 Cabinet approved the new Performance and Risk Management Framework for the City Council and this was subsequently also agreed by the Public Service Board, now called the City Management Board.
- 1.2 This report pulls together information from three major performance management reports for the city and council. These are:
 - City Performance Plan (CPP), which outlines how well the priorities in the Sustainable Community Strategy are being delivered
 - Corporate Plan (CP), the yearly performance against the Measures of Success (performance indicators)
 - Organisational Health Report (OHR), containing key council service performance information
- 1.3 Performance information for each of these reports is included in the attached appendices. Please note that the CPP is a partnership document. It is owned by, and the responsibility of, the Local Strategic Partnership and the City Management Board. Therefore CPP progress reports have implications for all public sector partners in the city.
- 1.4 Progress against the commitments in the Corporate Plan has already been reported to Policy & Resources and Council on 28th March 2013.
- 1.5 This report contains data for the measures of success that support those commitments and they will be published on the Corporate Plan website.
- 1.6 This report also sets out the process of review taking place of the CPP, CP and OHR.

2. RECOMMENDATIONS:

- 2.1 That Committee notes the areas of good progress.

- 2.2 That Committee asks ELT to use the resources at their disposal, including officers in the local authority and thematic partnerships to maintain progress and tackle issues of concern highlighted in the CPP.
- 2.3 That Committee notes the arrangements for review of the Performance and Risk Management Framework.
- 2.4 That Committee notes the content of the new Organisational Health report.
- 2.5 That Committee recommends the report and appendices to full Council for information.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

3.1 Performance and Risk Management Framework

- 3.1.1 The component parts of the Performance and Risk Management Framework (PRMF) for the city and council are as follows:
 - § Sustainable Community Strategy
 - § City Performance Plan
 - § BHCC Corporate Plan
 - § Organisational Health Report
 - § Business Plans and Risk Registers
 - § Individual Performance Reviews (all staff)

This framework is shown in more detail in Appendix 1.

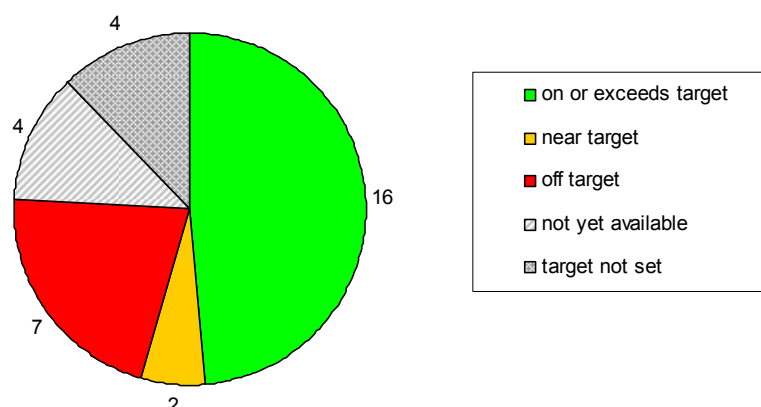
3.2 Key Performance Issues in the City Performance Plan

- 3.2.1 This plan reports on how the city is doing in terms of achieving its key objectives. It is led by the priorities and outcomes defined in the Sustainable Community Strategy (SCS) which was refreshed in 2010.

Targets for relevant indicators in the CPP were set with responsible officers, thematic partnerships and partner organisations and agreed by Cabinet in January 2012

- 3.2.2 A range of indicators underpin the outcomes in the CPP. Key headline indicators have been selected from these and are shown in Appendix 2 Headline Performance Indicators report. Each indicator is linked to the relevant section of the CPP 2012/13 Annual Report which is shown in Appendix 4; the Annual Report is a large document (75 pages) and is available in the Members Room. The indicators plus detail from Appendix 4 will be reported to, and discussed with, thematic partnerships whose responsibility it is to oversee their areas within the Sustainable Community Strategy and the CPP.
- 3.2.3 Overall 72% of the CPP indicators have achieved or are close to target (shown as green or amber) where data is known at this point, while 28% are off target, as shown in figure 1:

Figure 1: CPP indicators status



3.2.4 Progress has been made in the following areas:

The number in brackets refers to the progress update reference shown in Appendix 4 which is available in the Members Room.

(5.3.1) Good progress is being made in the levels of educational attainment by children in the city. There has been an improvement of 5.6% in the proportion of students achieving 5+ A*-C grades at CGSE, continuing a positive trend since 2009/10. Also in this section, people Not in Education or Employment (NEETs) have significantly reduced in the city. The NEET rate has reduced to 6.6% compared to 7.9% last year and is at the lowest level since 2004.

(5.5.1) Brighton & Hove’s reputation as a leading cultural city continues to be both maintained and improved. Significant activities have taken place over the last year including a wide range of major cultural festivals. The Brighton Marathon, Pride, the Childrens’ Festival, Burning the clocks, and many more supported events have been successfully delivered. There have been increased numbers of visitors to the city’s museums. Royal Pavilion & Museum’s focus on and increasing expertise in terms of working with young people has been recognised in it being the first museums service to gain a silver ‘Hear by Right’ award administered by the National Youth Agency for its work in promoting young people’s participation.

(6.1.1) There has been reduced alcohol misuse and alcohol related disorder in the city. The proxy indicator used to measure this (police recorded injury assaults) while higher than target, continues the positive trend downwards: 1,587 is a 23% reduction since 2008/09 when there were 2,050 assaults with injury in the city. This reflects the success of the significant activities across the four main areas of focus in addressing this issue:

- Addressing the Drinking Culture
- Availability of Alcohol
- Night Time Economy
- Early Identification, Treatment and Care

In addition, fewer people have been admitted to hospital for alcohol related reasons over the last year.

(6.3.1) There have been fewer first time entrants to the youth justice system aged 10-17: the results continue a downward trend and are better than previous years and target.

(7.2.3) Children and young people looked after by the council have been given better stability, security and be well cared for: the proportion of looked after children who have had three or more placements have improved to under 11%, down from 14.6% in the previous year.

(9.2.3) Good progress has been made in ensuring the council's homes are decent. We have met the 2012/13 target of 95% of council homes meeting the Decent Homes Standard and are on track to meet the target of 100% by December 2013.

(9.2.4) The council continues to help to bring empty private sector properties back into use: the number brought back into use has exceeded the target of 153 homes during the year.

(9.3.3) The council and its partners have helped to prevent homelessness for over 2,800 households during 2012/13.

3.2.5 Areas for possible concern:

Whilst progress has been made on key activities some issues remain of concern to the city, as identified by the council's and Strategic Partnership's risk management work. These are generally because broader social and economic factors are impacting upon the city:

Housing:

- Preventing homelessness and rough sleeping is an increasing challenge for the city. 43 rough sleepers were recorded in Nov 2012, increasing from 14 at the same point in 2010. While the work to prevent homelessness in the city continues to help significant numbers of households as shown above, barriers to future progress are evident. The numbers of rough sleepers around the country are rising, and the changes to Welfare Benefits are expected to impact on housing affordability for those receiving benefits (see 9.3.3).
- There are major pressures on availability of housing in the city, with very high demand across all housing sectors. The supply of affordable rented accommodation in the city is significantly off track, due to the economic downturn and reduced levels of new house building (see 9.1.1).

Alcohol:

- The number of people admitted to hospital for alcohol related reasons has reduced from 2011/12 but is still high: over the last 10 years admittances have risen from 857 in 2002/03 to 2,047 in 2012/13. There is significant activity in the city, led by the Partnership's Alcohol Programme Board, to address the issues around alcohol misuse and alcohol-related disorder (see 6.1.1) but many of the problems faced by the city relate to national challenges and embedded social norms.

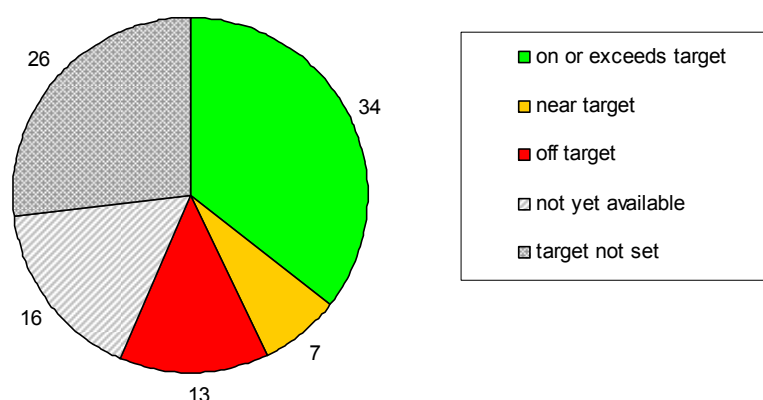
3.3 Key performance issues in the Corporate Plan

3.3.1 The Corporate Plan has a set of performance measures intended to illustrate the delivery of the CP commitments as shown in appendix 3. There is some cross-over with the CPP headline indicators and several indicators are shared between the two plans; many areas of good performance are shown in 3.2.3 above.

3.3.2 When the Corporate Plan was published it included a suite of indicators to measure progress against its priorities and the outcomes. Some of these indicators require further work to capture relevant data, or the collection of data has ceased and is therefore no longer available. Where this is the case the indicator is shown as 'not collected'.

3.3.3 Overall 76% of the Corporate Plan indicators have achieved or are close to target (shown as green or amber) where data is known at this point, while 24% are off target, as shown in figure 2:

Figure 2: Corporate Plan indicators status



3.3.3 The council is involved in addressing the issues giving possible concern as highlighted for the CPP above. In addition the following are receiving focused attention:

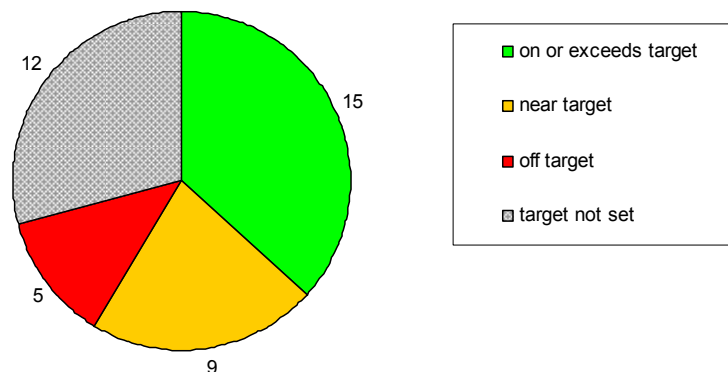
- CO2 emissions in the city remain higher than target according to the latest data. It is important to note that these data are time lagged and date from 2010, however they are indicative of the scale of challenge facing the city. The council's Sustainability Action Plan (SAP) is the council's action plan to support One Planet Living in the city and includes actions to deliver positive change in reducing emissions. It has received independent accreditation from BioRegional and aims to enable residents to live well within a fairer share of the earth's resources. The practical three year action plan has been put together by the council, BioRegional, the city's partnerships and other leading organisations in the city. It outlines both short term actions and longer term ambitions to improve local quality of life, reduce impacts on the environment, save money and make Brighton & Hove more resilient. It sets out how the city can meet all the international targets under BioRegional's recognised 'One Planet Living' principles.

- The recycling rates in the city have declined slightly and not reached target. The reason for the decline is unclear although recycling rates across the country as a whole appear to be levelling off. Many factors affect the levels of waste arisings and recycling rates; these include a move by consumers from printed to electronic media, glass bottles becoming lighter weight, community composting schemes, people home composting and waste awareness work with the food partnership. The economic downturn is also likely to have an effect through reducing overall levels of consumption. Communal recycling in the city centre is expected to increase recycling rates by 3%. Proposals for communal recycling are currently out to consultation.

3.4 Key performance issues in the Organisational Health Report

- 3.4.1 The OHR has shown over the year good progress being made within the council to manage the organisation’s finances and deliver value for money savings, while ensuring that services continue to be delivered for citizens.
- 3.4.2 83% of the OHR indicators have achieved or are close to target (shown as green or amber), while 17% are off target, as shown in figure 3:

Figure 3: OHR indicators status



- 3.4.3 Areas for possible concern that are demonstrated by the OHR include some sickness levels amongst staff, which are being addressed across the services affected. Concerns have also been raised about the proportion of staff who are Black or Minority Ethnic compared to the proportion of people in the city. This was also highlighted in a recent report by external consultants HPO and subsequent work is taking place to address the recommendations from that report.

3.5 What our customers are saying:

- 3.5.1 Summary headlines from the City Tracker Survey 2012 are shown in appendix 7. The City Tracker takes the form of a telephone based survey with a representative sample of 1,000 residents, conducted three times per year.

3.5.2 The City Tracker survey shows that a high proportion of people in the city are satisfied with Brighton & Hove as a place to live, with an even higher satisfaction level with their local areas (92%). Overall, 69% of respondents are very/fairly satisfied with Brighton & Hove City Council.

3.6 The review process

3.6.1 The Sustainable Community Strategy (SCS) is being reviewed during 2013-14. The Sustainable Community Strategy is owned by the Brighton and Hove Strategic Partnership and currently sets out the city's vision, ambitions and defines the outcomes for the city. The review is aimed at moving away from being a large detailed document containing delivery plans for activities, to be a short strategy setting out only the city's vision and aims.

3.6.2 This revision will require a change to the City Performance Plan which has previously included updates on the delivery plans; a risk based city wide performance mechanism is being developed for 2013-14, rather than a rigid list of indicators and actions, to enable effective decision making in the context of the economic, social and governmental changes and challenges facing the city.

3.6.3 The Corporate Plan is reviewed annually to ensure the council has a fit for purpose plan covering all aspects of council business. Supporting performance measures are also reviewed at the same time to ensure they are relevant and informative about delivery of the council's commitments. All service areas in the council should link back to the Corporate Plan through their department business and risk management plans.

3.6.4 The Organisational Health Report (OHR) is reported here in its current format. Development work is taking place to review the content and provide a more comprehensive set of service, workforce, financial and customer indicators; the proposed new content is shown in Appendix 6. This change will enable and support tighter performance management of the organisation and service areas. It will be monitored monthly by Directorates, quarterly by the Executive Leadership Team and 6-monthly by Members.

3.6.5 The OHR will incorporate the following improvements:

- Key service performance indicators and a revised set of organisational indicators.
- Strengthen alignment between performance and financial planning.
- Enable deeper understanding of performance through the use of comparative performance and trend information.
- Integrate new areas of measurement including the Sustainability Action Plan (SAP), Equalities Impact Assessments and key project status reporting.

3.6.6 In the longer term the review will ensure the PRMF effectively aligns to the organisational and wider performance framework changes, including the Sustainable Community Strategy refresh, over the next 12 months.

3.6.7 One Planet Living principles and actions from the Sustainability Action Plan will be integrated into all plans and strategies supporting the Performance & Risk Management Framework.

3.6.8 Throughout this year the measures to support the CPP, CP and OHR will be updated, in line with these review processes. The six-month update which will come to committee in December 2013 will reflect many of these changes.

4. COMMUNITY ENGAGEMENT AND CONSULTATION

4.1 Each thematic partnership was responsible for contributing and confirming the outcomes and indicators for their relevant parts of the City Performance Plan. In addition, BHCC senior managers were given opportunity to contribute and clarify the outcomes and indicators relevant to their responsibilities. Discussion was also held with the three political groups within the council. The outline Plan was also discussed at the Overview and Scrutiny Commission.

4.2 Data for each area in the report has been provided by the responsible officer.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

5.1 The City Performance Plan enables progress against targets to be reviewed with strategic partners and supports the identification of all potential financial impacts of risks. The Corporate Plan commitments for 2013/14 were included in the detailed budget strategies for 2013/14. The council's service and financial planning processes are aligned to ensure that resources are allocated to support corporate plan priorities; new and changed priorities can then be reflected in medium term financial plans and future budget strategies for the Council and partners

Finance Officer Consulted: Anne Silley Date: 20th June 2013

Legal Implications:

5.2 There are no legal implications arising from this report, which is for information.

Lawyer consulted: Elizabeth Culbert Date: 20th June 2013

Equalities Implications:

5.3 An underlying principle of the city performance plan is that it focuses on the significant issues for the city, some of which are about tackling the inequality experienced by of our residents.

Sustainability Implications:

5.4 The City Sustainability Partnership contributed to the sustainability outcomes and indicators for inclusion in the City Performance Plan. These are most notable in the section 'Living within Environmental Limits'. However, as reported in the Sustainable Community Strategy sustainability issues are embedded across the strategy's priorities and as such are reported across various parts of the City Performance Plan i.e. transport and the economy. The council One Planet Living actions in the Sustainability Action Plan sets out our plan to deliver positive change in sustainability. The three year action plan has been put together by the council, BioRegional, the city's partnerships and other leading organisations in the city.

Crime & Disorder Implications:

- 5.5 The City Performance Plan includes a specific section on outcomes and indicators for crime and disorder. These have been suggested and confirmed with the Crime and Disorder Reduction Partnership.

Risk and Opportunity Management Implications:

- 5.6 Accompanying the City Performance Plan, a city risk register has been developed.

Corporate / Citywide Implications:

- 5.7 The City Performance Plan is a partnership document. It is owned by, and the responsibility of, the Local Strategic Partnership and the Public Service Board. Therefore, CPP progress reports have implications for all public sector partners in the city.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 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.
- 6.2 Possible alternative options to developing the City Performance Plan included not developing a plan. This was deemed unsafe and unwise by the PSB.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 The council needs to ensure that it has a robust performance and risk management framework that meets the needs of the new structure and model of working.
- 7.2 The reports contain performance information upon which the recommendations are based.

SUPPORTING DOCUMENTATION

Appendices:

1. The Performance and Risk Management Framework list
2. The CPP annual Performance Indicators headline report
3. The Corporate Plan performance indicator 2012/13 annual report
4. City Performance Plan 2012/13 annual report (to be in Members Room only)
5. The Organisational Health Report 2012/13 annual report
6. The Organisational Health Report 2013/14 new indicator set
7. City Tracker headlines

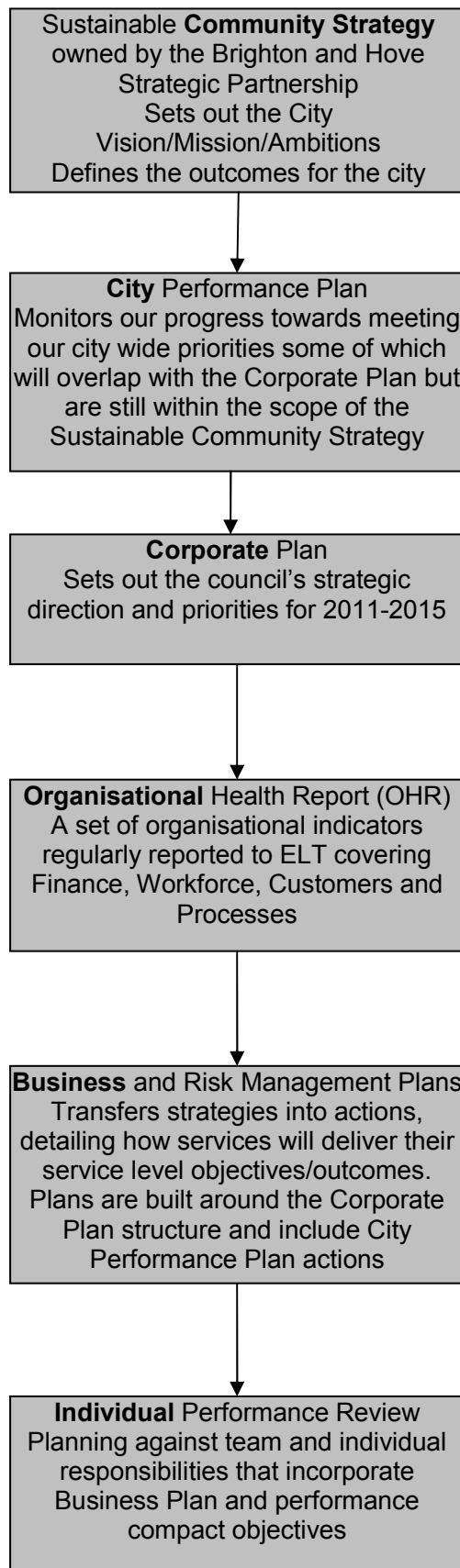
Documents in Members' Rooms

Appendix 4 The City Performance Plan 2012/13 annual report

Background Documents

None

APPENDIX 1 - The Performance and Risk Management Framework:



Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

Indicator	Unit	Target	Result	Status
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Economic Partnership (Accountable Director: Geoff Raw)

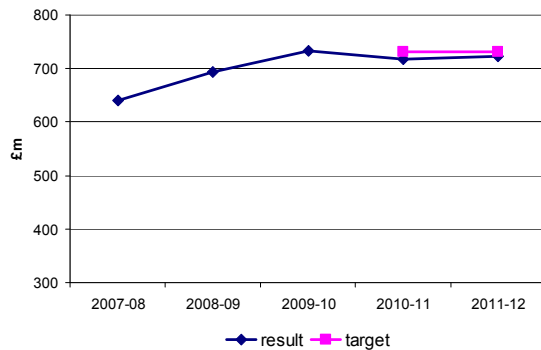
CPP 1.1

Improve the visitor economy

£

746m

Available
August 2013



The result for 2012 visitor economy will be available in August. The previous result from 2011 was £722.6m. The forecasts are estimates based on:

- visitor trips and visitor spending at a regional/county level derived from national survey sources
- local supply data on accommodation, attractions and other factors specific to the City
- the use of information derived from business surveys in England to estimate full time equivalent and actual jobs generated by visitor spending in the area

(see Appendix 4 ref 5.2.3)

Arts & Creative Industries Commission (Accountable Director: Paula Murray)

CPP 1.2

% of the adult population that has engaged in the arts at least three times in the past 12 months

%

Not set

77

Baseline year

Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.

(see Appendix 4 ref 5.5.1)

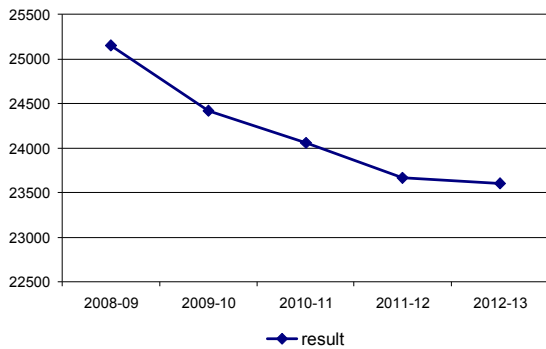
Indicator	Unit	Target	Result	Status
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Safe in the City Partnership (Accountable Director: Tom Scanlon)

CPP 2.1

Police recorded total crime

No. 23,668 23,598



There has been a year on year reduction in total crimes over the last five years. The result for 2012/13 is very close to the previous year's total of 23,668, so while it is still a positive result the downward trend has slowed.

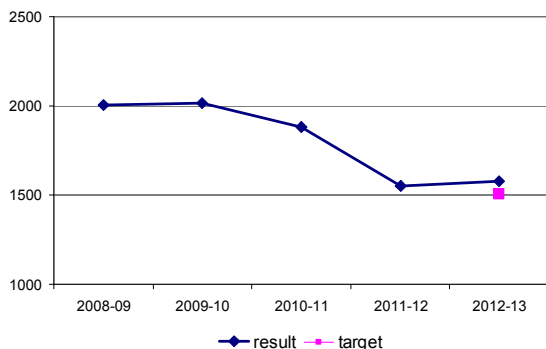
Targets have been agreed by the 'Safe In The City Partnership' and align with the priorities of the Community Safety Crime Reduction and Drug Strategy.

(see Appendix 4 ref 6 Reducing Crime & Improving Safety)

CPP 2.2

Police recorded assaults with injury (proxy for alcohol related crime)

No. 1,505 (-5%) 1,578



While higher than target this result continues the positive trend downwards: this is a 23% reduction since 2008/09 when there were 2,050 assaults with injury in the city.

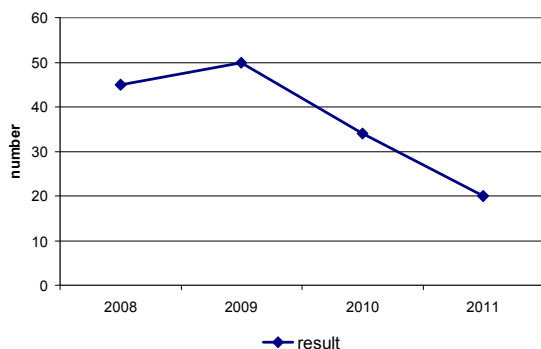
Targets have been agreed by the 'Safe In The City Partnership' and align with the priorities in the Community Safety Crime Reduction and Drug Strategy.

(see Appendix 4 ref 6.1.1)

CPP 2.3

Number of drug related deaths

No. Not set Available February 2014



There were 20 drug related deaths in 2011, the latest annual result; the rate of 8.8 deaths per 100,000 population was the eighth highest in the UK. This represented a 35.3% reduction on the previous year, when there were 34 reported deaths and Brighton & Hove was ranked highest. Nationally there was a 6.7% reduction between 2010 [1,883] and 2011 [1,757]. Between 2009 and 2011 there has been a 60% reduction in drug related deaths in the city.

(see Appendix 4 ref 6.1.2)

Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

Indicator	Unit	Target	Result	Status
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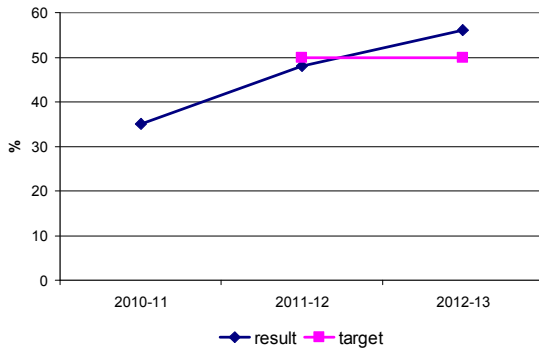
CPP 2.4

Percentage of adults leaving drug treatment who do so as a planned exit

%

50

**Available
September
2013**



Final data is not yet available though the result to December 2012 of 56% is better than target; this data is delayed because it measures the successful completion of drug treatment with no representation within 6 months. The target was set using national data as a reference point and was agreed by the 'Safe In The City Partnership' and aligned with the priorities in the Community Safety Crime Reduction and Drug Strategy.

(see Appendix 4 ref 6.1.2)

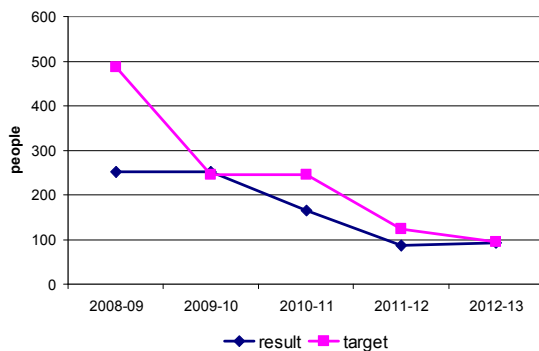
CPP 2.5

First time entrants to the Youth Justice System aged 10-17

No.

95

92



Prevention activity has continued to reduce the numbers of young people entering the youth justice system. The introduction of the Community Resolution (out of court non-recorded police disposal) has also contributed to this reduction.

(see Appendix 4 ref 6 Reducing Crime & Improving Safety)

CPP 2.6

% of domestic violence victims seen at the Multi-Agency Risk Assessment Conference (MARAC) who are repeat cases

%

28%

32%

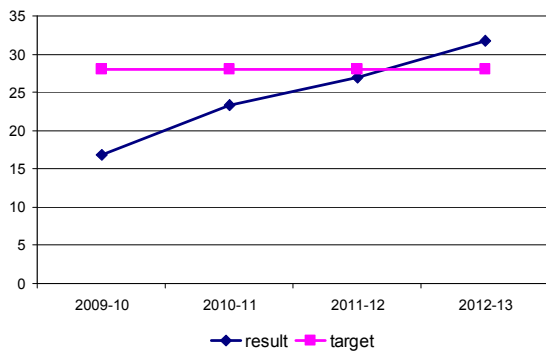


Domestic violence usually exhibits a pattern of sustained abuse, and partnership work is focused on reducing the risk of further harm according to the individual needs of the victims. This measure focuses on the extent to which high risk victims of domestic violence are re-referred to the Multi-Agency Risk Assessment Conference (MARAC) process because abuse is continuing.

There is a target that no more than 28% of MARAC

Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

Indicator	Unit	Target	Result	Status
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referrals should have been referred within the previous 12 months. During 2011/12 27% of referrals were repeat clients and during 2012/13 the repeat rate has risen to 32%.

(see Appendix 4 ref 6.4.1)

CPP 2.7

Number of racist and religiously motivated hate incidents and crimes

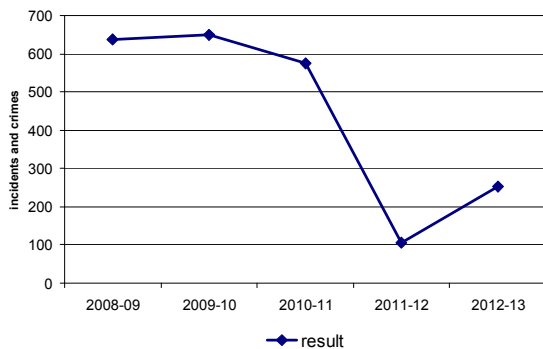
No.

400

252



GREEN



The overall aim is to reduce crimes and incidents. However, work to increase reporting remains a priority. Increased reporting could therefore indicate increased trust and confidence or an actual increase in the numbers of crimes and incidents. New data gathering and analytical arrangements which include police recorded crimes are in development.

(see Appendix 4 ref 6.2.2)

CPP 2.8

No of disability motivated hate incidents and crimes

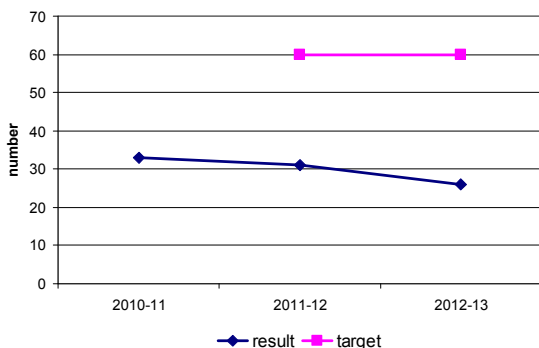
No.

60

26



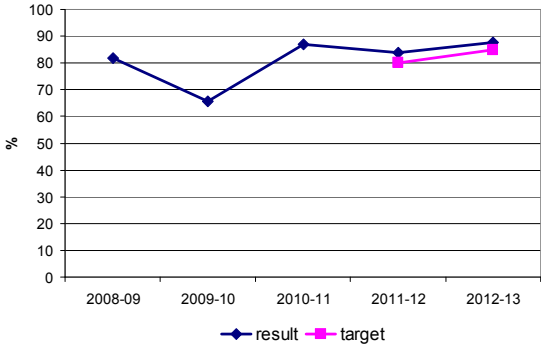

GREEN



The aim is to increase access to and confidence in reporting of disability hate crime, while reducing its underlying occurrence. In 2010/11, 33 cases were reported and in 2011/12 this dropped to 31. The increased target of 60 was set as a result of the development and launch of Disability Hate Incident Report Forms and related training. This is being taken forward through the Disability Hate Steering Group to review the area and strengthen the effectiveness of the work to increase reporting.

(see Appendix 4 ref 6.4.3)

Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

Indicator	Unit	Target	Result	Status
<p>CPP 2.9</p> <p>% of LGBT hate crime prosecutions that result in conviction</p> 	%	85	87.5	 GREEN
				<p>The result represents 24 prosecutions for LGBT hate crime, of which 21 led to conviction.</p> <p><i>(see Appendix 4 ref 6.4.3)</i></p>
<p>CPP 2.10</p> <p>% of people who believe that people from different backgrounds get on well together in their local area</p> <p><i>Baseline year</i></p>	%	Not set	90	
				<p>Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.</p> <p><i>(see Appendix 4 ref 6.4.)</i></p>
<p>CPP 2.11</p> <p>% of people feeling safe in the daytime and after dark in their local area</p> <p><i>Baseline year</i></p>	%	Not set	<p>Day: 99</p> <p>Night: 81</p>	
				<p>Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.</p> <p><i>(see Appendix 4 ref 6.4.)</i></p>

Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

Indicator	Unit	Target	Result	Status
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Children and Young People committee (Accountable Director: Heather Tomlinson)

City wide Risk – CW4 School leavers’ attainment and job prospects

Residual Risk Score = 15

RED 

Background – School leavers in the city have lower educational attainment compared to similar local authorities (third quartile). Some school leavers are displaced from the job market if they have low educational attainment; city residents as a whole have high skills levels and there are high levels of competition at entry and intermediate levels of the labour market. This could be affected by the school leaver age (properly known as “education participation age”) increasing.

Potential Risk Scenario – a potential or actual risk or opportunity which needs to be managed in order to better achieve the Sustainable Community Strategy objectives

Some residents of the city may not be in a position to take advantage of available employment opportunities. A variety of companies and industries may not then set up in the City due to lack of good secondary schools to send their workforce’s children to. It could become less attractive for families to settle in Brighton & Hove with a resultant impact on the population profile and city residents’ wealth levels.

CPP 3.1

Achievement of 5 or more A*- C grades at GCSE or equivalent including English and Maths

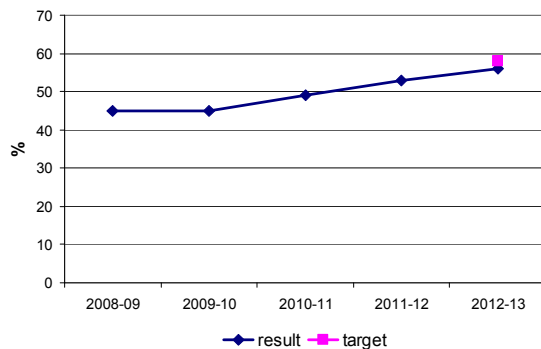
%

59

56



AMBER



The latest results for educational attainment in the city show positive improvement since 2009 when the result was 45%. Secondary schools in the city have agreed a target that overall performance against this measure should be in the top quartile of our statistical neighbours by 2014. We will need to reach 62-65% in over the next three years to achieve this.

(see Appendix 4 ref 5.3.1)

CPP 3.2

16 to 18 year olds who are not in education, employment or training

%

7.2

6.6

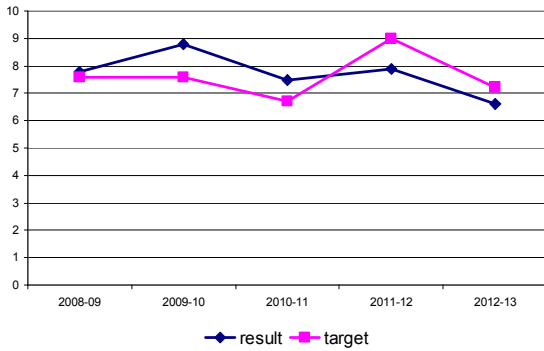


GREEN

The latest 16-18 NEET figures are extremely encouraging and represent the best figures for Brighton & Hove since 2004 when performance was first calculated in this way. The Department for Education measures a Local Authority's annual performance as an average of November, December and January performance levels.

Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

Indicator	Unit	Target	Result	Status
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(see Appendix 4 ref 5.3.1)

CPP 3.3

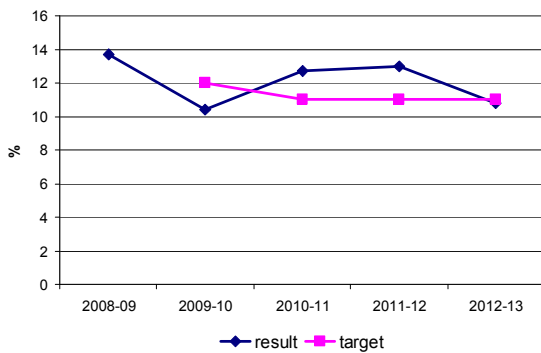
Stability of placements of looked after children: % of children with three or more placements

%

11

10.8


GREEN



This is an improvement on the previous year when 14.6% of children looked after had three or more placements. The national average for this indicator is 11% which is being used as our target.

(see Appendix 4 ref 5.2.3)

Healthy City Partnership (Accountable Director Tom Scanlon and Denise D'Souza)

City wide Risk – CW3 City Services for “high end users” may increase to the detriment of other citizens

Residual Risk Score = 15

RED 

Background – Some residents and visitors to the city have high levels of need, e.g. drug and/or drink dependency, or existing (or developing) mental health needs. These factors combined can lead to social issues such as domestic violence and very high numbers of children (around 2000) under the supervision of the state. Alcohol and drugs separately or together account for around four out of five referrals to social care.

Potential Risk Scenario – a potential or actual risk or opportunity which needs to be managed in order to better achieve the Sustainable Community Strategy objectives

If due to economic and societal conditions which prevail, there is an increase in levels of need and social care referrals it may result in: * higher demands on the city’s public services e.g. A&E and ambulance services’ * diversion of capacity to service those with “high end” needs; * reduced resources available for

Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

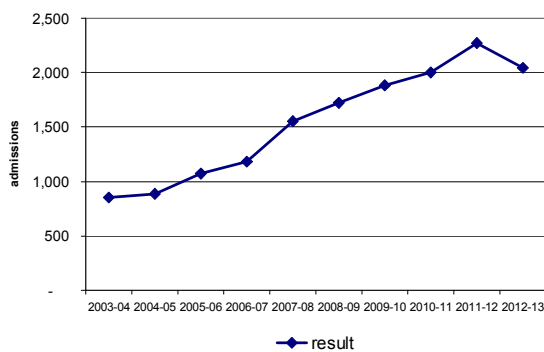
Indicator	Unit	Target	Result	Status
other city residents and visitors. It could also impact on the city's environment and people's perception of safety.				

CPP 4.1

Alcohol related hospital admissions per 100,000 population

No. 2,665 2,047.3


GREEN



The number of alcohol related hospital admissions, while still high, decreased during 2012/13; in 2011/12 the result was 2,274.2. The forecast for 2012/13 of 2,665 was a 2% decrease in the projected increase in alcohol related hospital admissions based on the trajectory up to 2010/11. This forecast has been agreed by the Alcohol Programme Board.

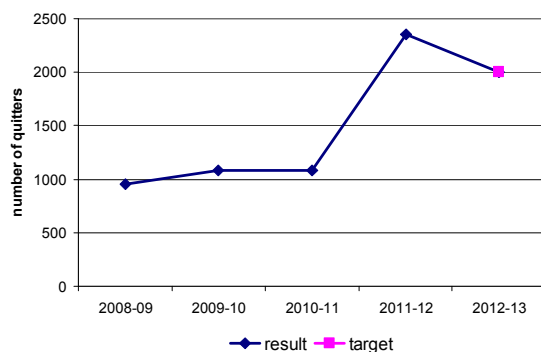
(see Appendix 4 ref 6.1.1)

CPP 4.2

Stopping smoking (4 week smoking quitters)

No. 2,000 2,005


GREEN



This continues to be good progress in helping many people in the city to quit smoking during the year. To be included as a smoking quitter the person must be monitored at three months after leaving the programme to ensure they have stopped smoking.

(see Appendix 4 ref 7.1.2)

CPP 4.3

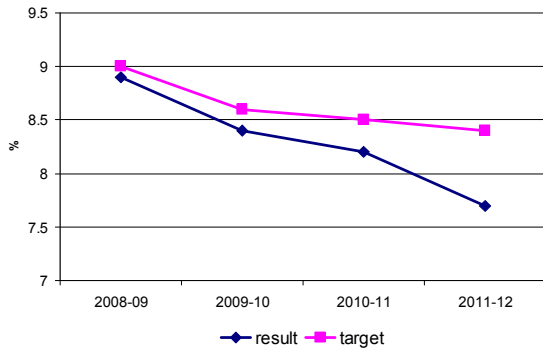
Obesity in primary school age children in Reception - percentage of children measured this year who are obese

% 8.4 Available August 2013

Data will be available in August 2013. The target has been set in line with the previous NHS Vital Signs strategy. The result in 2011/12 was 7.7%.

Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

Indicator	Unit	Target	Result	Status
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(see Appendix 4 ref 7.1.2)

CPP 4.4

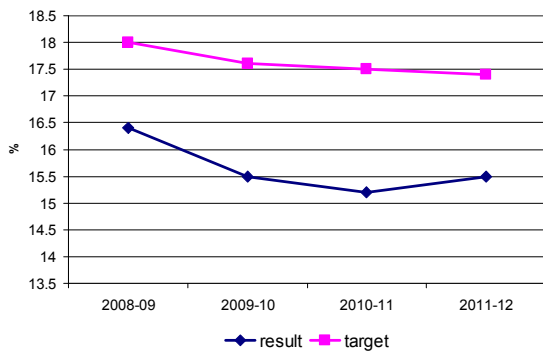
Obesity in primary school age children in Year 6 (10-11 years) -percentage of children measured this year who are obese

%

17.4

**Available
August 2013**

Data will be available in August 2013. The target has been set in line with the previous NHS Vital Signs strategy. The result in 2011/12 was 15.5%.



(see Appendix 4 ref 7.1.2)

CPP 4.5

Reduction in the number of under 18 conceptions per 1000 15-17 year olds

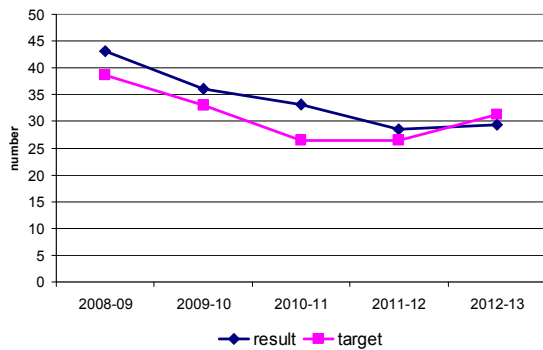
No.

31.3

29.4


GREEN

The 2011/12 target of 26.4 was a statutory NHS Vital Signs target. There is no longer a statutory target but locally the aim remains to reduce the under 18 conception rate by 45% compared to the 48.1 per 1,000 15-17 year-old women baseline.



The 2011 under 18 conception rate is 29.4 per 1,000 which is a statistically significant 39% reduction, slightly better than the 34% reduction seen nationally. As well as continuing to support early identification and intervention with young people, we will review how domestic violence, sexual exploitation, coercive behaviour and controlling behaviour is addressed across commissioned Contraception and Sexual Health services and how needs

Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

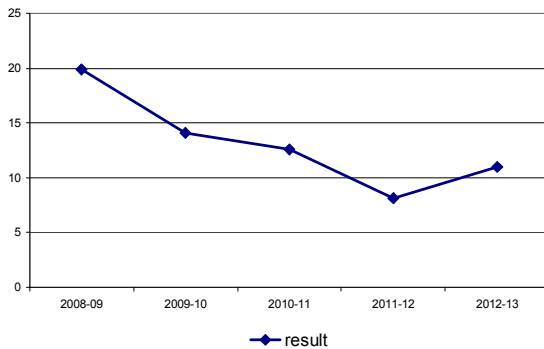
Indicator	Unit	Target	Result	Status
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can be addressed. Service developments will also focus on ensuring that young people from protected and vulnerable groups are receiving an equitable service, whilst striking a balance with good quality universal service delivery and a strong sex and relationships curriculum.
(see Appendix 4 ref 7.2.5)

CPP 4.6 Delayed transfers of care

No.	11	11	 GREEN
-----	----	----	---

The target of 11 for 2012/13 has been agreed by Brighton & Hove City Council and NHS Brighton and Hove, both engaged in reducing delayed transfers of care in the city.



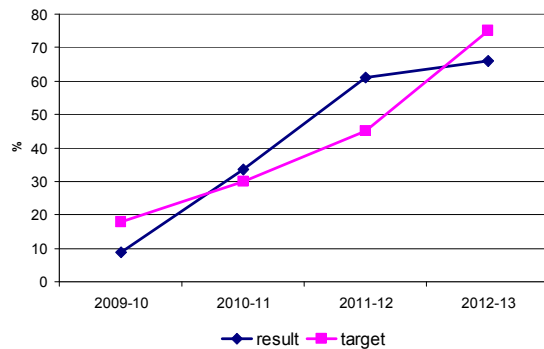
(see Appendix 4 ref 7.3.4)

CPP 4.7 % Social care clients receiving Self Directed Support

%	75	65.6	 RED
---	----	------	---

While this is off target there is an increase in social care clients receiving self directed support, up from 61% in 2011/12. We achieved our target of 75% in relation to people using services. However the overall performance was reduced partly because the performance in relation to family carers (also included in the overall performance data) was lower than 75%. In part this is linked to the improved performance in increasing the number of family carers receiving both assessments and services in their own right. Some of these services do not easily lend themselves to a self directed support model, most notably the provision of the carers card and advice / information services.

We are required by the Department of Health to offer self directed support to 75% of social care clients by 2013/14.
(see Appendix 4 ref 7.2.2)



Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

Indicator	Unit	Target	Result	Status
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Strategic Housing Partnership (Accountable Director: Geoff Raw)

City wide Risk – CW9 Housing pressures

Background – The amount of available land for housing is limited but housing need continues to rise, and some sections of the community are more in need than others.

Initial Risk Score = 12

AMBER



Potential Risk Scenario – a potential or actual risk or opportunity which needs to be managed in order to better achieve the Sustainable Community Strategy objectives

If the current level, and ways of providing and approving housing continues, then City needs will not be met with an impact on the wider society of the City and community relations.

CPP 5.1

% council homes that meet the Decent Homes Standard

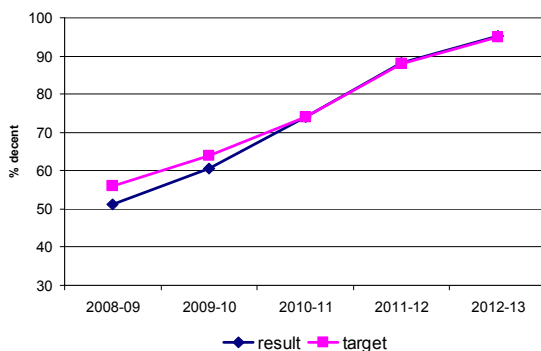
%

95

95.3



GREEN



There has been consistent improvement in the number of council homes meeting the Standard. The target for 2013/14 is for 100% of homes to meet the Standard by December 2013, which the council is on track to deliver.

(see Appendix 4 ref 9.2.3)

CPP 5.2

Private sector vacant dwellings returned into occupation or demolished

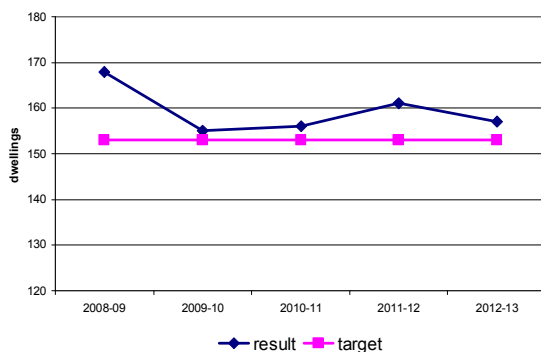
No.

153

157



GREEN



The target has been met and the final number of private sector dwellings returned into occupation may rise further as data confirming new occupation becomes available from other sources.

(see Appendix 4 ref 9.2.4)

Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

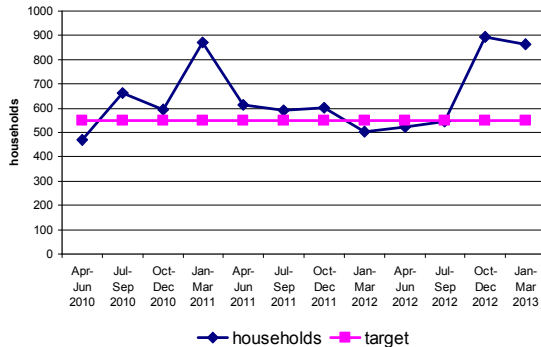
Indicator	Unit	Target	Result	Status
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CPP 5.3

Total households where homelessness was prevented by BHCC and partner agencies, through housing advice case work

No. 2,200 2,828


GREEN



The council and its partners are helping to prevent significant numbers of households from becoming homeless in the city. This help depends on the circumstances of the household, ranging from advice and assistance of rights, guidance in finding alternative accommodation, and mediation where appropriate. This measure also illustrates some of the increasing pressures on services in this area. The target of 2200 was set in Brighton & Hove's Housing Strategy 2009-2014.

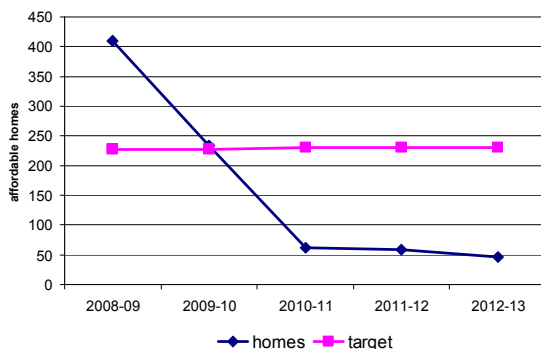
(see Appendix 4 ref 9.3.3)

CPP 5.4

Number of affordable homes delivered (gross)

No. 230 46


RED



46 affordable homes will be delivered during 2012/13. Some schemes expected to be completed during the financial year have slipped to 2013/14, in part due to adverse weather conditions; however there will be a major improvement in levels of delivery in the coming year. 259 homes are projected to be delivered in 2013/14, with 232 scheduled for 2014/15.

The overall target relates to the Regional Spatial Strategy for the South East 2009 (South East Plan), for Brighton & Hove to deliver 11,300 additional homes between 2006 and 2026. Of these 40% should have been affordable, reflected in this target of 230 per year. The economic situation worsened significantly since this was published and resulted in greatly reduced building activity by housing developers and consequently this target became unachievable.

(see Appendix 4 ref 9.1.1)

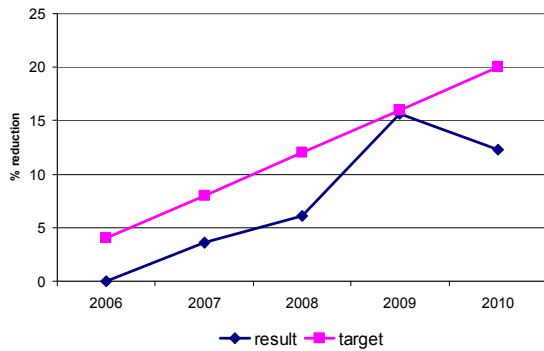
Indicator	Unit	Target	Result	Status
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Sustainability Partnership (Accountable Director: Geoff Raw)

CPP 6.1

The percentage reduction in per capita carbon dioxide emissions (previously NI 186)

% **20** **12.28** **RED**



Data is time-lagged for this indicator and the target and result is based on the 2010 calendar year figure (released September 2012). Emission in the city stood at 5 tonnes per capita in 2010, which is a 12.3% decrease on the 2005 baseline of 5.7 tonnes per capita. The target required in 2010 to meet longer term emission targets was a 20% reduction, equivalent to achieving a result of 4.55 tonnes per capita. While the 2010 result is some way off of target, similar trends are apparent for the South East (13.41%), and for England (13.85%).

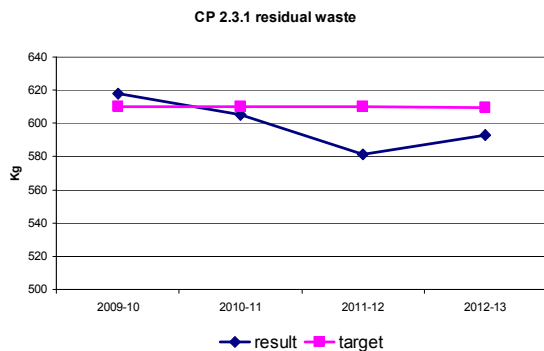
There were large reductions in carbon emissions in 2009, however, this trend reversed in 2010, with significant increases seen in both ‘domestic’ and ‘industrial and commercial’ sector related carbon emissions. These increases have largely been put down to the severe cold weather during 2010, which is thought to have increased energy consumption.

The Sustainability Action Plan (SAP) is the council’s action plan to support One Planet Living in the city and includes actions to deliver positive change in reducing emissions. *(see Appendix 4 ref 10.1.1)*

CPP 6.2


Residual household waste per household

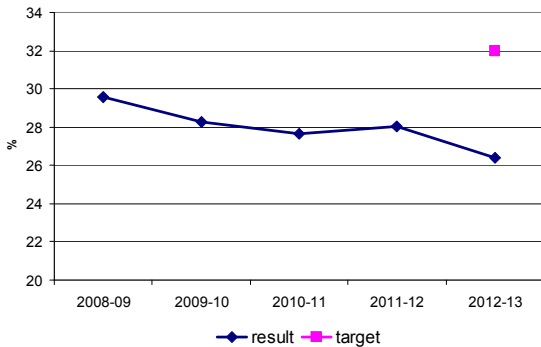
kg **609.6** **593** **GREEN**



Residual waste per household has been declining steadily since 2006/07. This result is based on provisional figures and may change following subsequent verification. The final result should be available by the end of July. Many factors affect the levels of waste arisings and recycling rates; these include a move by consumers from printed to electronic media, glass bottles becoming lighter weight, community composting schemes, people home composting and waste awareness work with the food partnership. The economic downturn is also likely to have an effect through reducing overall levels of consumption. *(see Appendix 4 ref 10.3.1)*

Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

Indicator	Unit	Target	Result	Status
CPP 6.3 Percentage of household waste sent for reuse, recycling and composting	%	32	26.4	 RED



The recycling rate forecast is below target based on provisional figures and has declined slightly. Signed off annual result is expected by July 2013. The reason for the decline is being analysed, please see the commentary for overall waste per household above. Recycling rates across the country as a whole appear to be levelling off. Communal recycling in the city centre is expected to increase recycling rates by 3%. Proposals for communal recycling are currently out to consultation.

(see Appendix 4 ref 10.3.1)

Transport (Accountable Director: Geoff Raw)

City wide Risk – CW1 Traffic Congestion

Residual Risk Score = 20

RED 

Background – There are recognised traffic, parking and travel congestion issues within the city. As well as being an unwelcome feature of a visit to the city, it affects the ability of emergency services to respond to an incident.

Potential Risk Scenario – a potential or actual risk or opportunity which needs to be managed in order to better achieve the Sustainable Community Strategy objectives

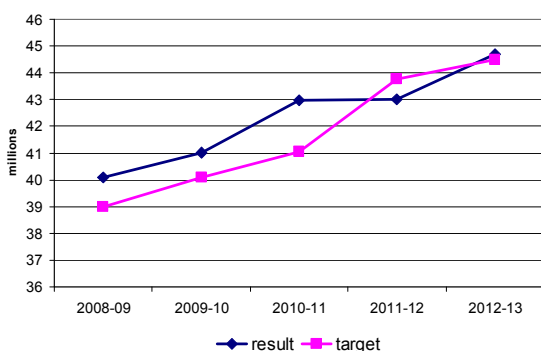
Traffic/travel issues constrain the city's appeal and affects the city's economic well-being and ability to attract investment. An emergency response may fail to reach its destination in good time due to traffic; this could prolong injury and suffering, increase fire damage and financial loss, and even result in deaths.

CPP 7.1

Local bus passenger journeys originating in the authority area (millions)

No. **44.55m** **44.7m**


GREEN



Brighton and Hove is one of the best performing authorities in terms of bus passenger journeys, with the latest result showing a continued rising trend. The 'Transport Strategy' department of the council proposes a target of an average increase of 800,000 passenger journeys per year.

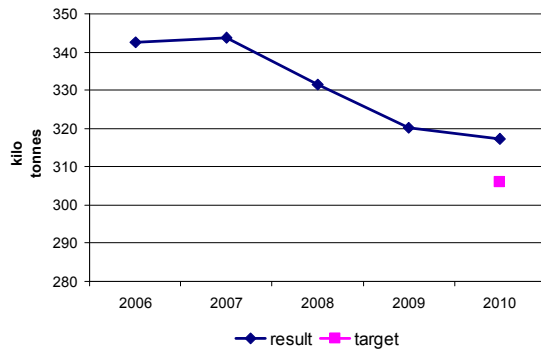
Appendix 2 - City Performance Plan 2012-13 - Headline Performance Indicators DRAFT

Indicator	Unit	Target	Result	Status
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(see Appendix 4 ref 11.1.1)

CPP 7.2

Carbon Dioxide emissions in the local authority area (attributed to transport)



Kilo
tonnes

306

317



RED

The result and target reflect 2010 carbon emission estimates for the city, which were released September 2012.

The Sustainable Community Strategy commits the city to reducing carbon emissions by 42% by 2020 and by 80% by 2050, from the 2005 baseline of 5.7 tonnes per person. This is in line with national policy.

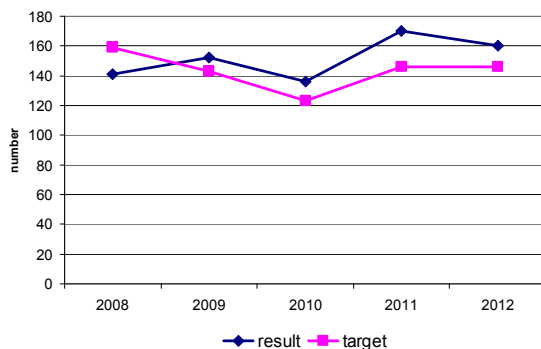
The Sustainability Action Plan (SAP) is the council's action plan to support One Planet Living in the city and includes actions to deliver positive change in reducing emissions. The Brighton and Hove climate change strategy has proposed that this year a 4% incremental reduction target is continued, which will work towards achieving these longer term commitments. The transport target has been calculated as the level of emissions likely to be necessary to support this target.

2010 saw an increase in total carbon emissions in the City. However, transport emissions have reduced from 320kt in 2009. This is not as much as is needed to meet the total carbon emissions reduction target.

(see Appendix 4 ref 11.1.1)

CPP 7.3

The number of people killed or seriously injured in road traffic accidents in the calendar year



No.

146
(forecast)

160



RED

This is the result for calendar year 2012. Please note 146 is a forecast, and not a target.

Investment in Road Safety measures seeks to contribute towards casualty reduction in the most effective way. However, the random nature of collisions means that some incidences cannot be prevented or predicted. Every effort is made to minimise casualties using information about the contributory factors to collisions that are reported; for instance this includes reducing the speed limit within parts of the city to 20 mph to improve road safety.

(see Appendix 4 ref 11.3.1)

**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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1. Priority One: Tackling Inequality

1.1. Outcome: Children and young people have the best start in life

Strategic Risk – Keeping children safe from harm and abuse

Residual Risk Score = 12

AMBER 

Background – Keeping vulnerable children safe from harm and abuse is a legal responsibility of the Council. Legislation requires all local authorities to act in accordance with national guidance (Working Together) to ensure robust safeguarding practice. This includes the responsibility to ensure an effective Local Safeguarding Children Board which oversees work locally and in partnership with Police, Health and social care providers. The numbers of children in care, and with Child Protection and Children in Need plans, are significantly higher than in similar authorities (1,780).

Potential Risk Scenario – a potential or actual risk or opportunity which needs to be managed in order to better achieve the Sustainable Community Strategy objectives

The complexity of circumstances for many children presents a constant state of risk. Understanding and managing risk demands informed and reflective professional judgement, and often urgent and decisive action, by all agencies using agreed thresholds and procedures. Such complexity inevitably presents a high degree of risk. Children subject to abuse and neglect are unlikely to achieve and maintain a satisfactory level of health or development, or their health and development will be significantly impaired. In some circumstances, abuse and neglect may lead to a child's death.

1.1.1

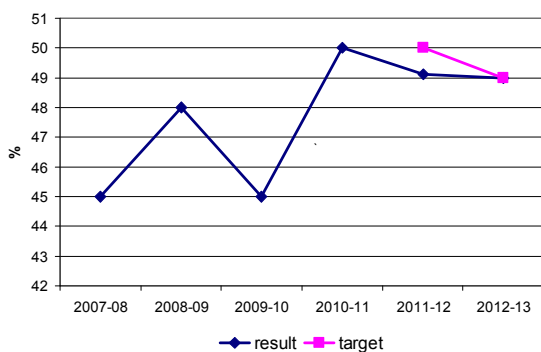
Key Stage 2 Level 4+ (Gap in attainment for Special Educational Needs (SEN) pupils)

%

49

49

 GREEN



The gap is between pupils with SEN and pupils with no SEN - lower is better. For all subjects the SEN attainment gap has improved at Level 4+, but has substantially widened at Level 5. We have developed a strategy for 'Closing the Gap'. This analyses the data and schools performance and suggests a number of actions. Schools that have been most successful will be leading on the project. The launch and introduction is on 9 July 2013.

**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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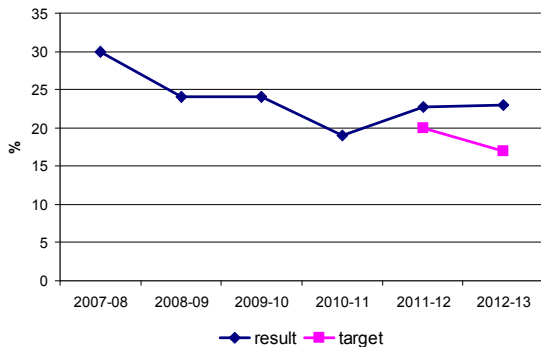
1.1.2

Key Stage 2 Level 4+ (Gap in attainment for Free School Meals (FSM) pupils)

%

20

23



The FSM attainment gap has improved substantially at Level 4+ English and joint Level 4+ English and Mathematics, but widened substantially at Level 4+ Maths and at Level 5 for all subjects. We have developed a strategy for ‘Closing the Gap’. This analyses the data and schools performance and suggests a number of actions based on national research. Schools that have been most successful are meeting to distil their practice and then they will be leading on the implementation. The launch and introduction is on 9 July. The ‘Every Child a Reader’ and ‘Every Child Counts’ are showing a significant impact in primary phase and will be extended. Ofsted has mentioned some exemplary practice in recent inspections and this will be shared across the city.

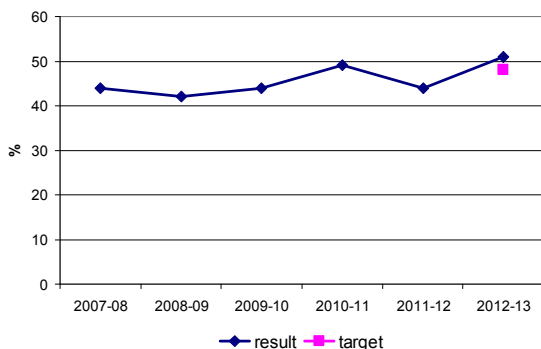
1.1.3

Learners with Special Educational Needs (SEN) Gap as a % of 5+ A*- C grade GCSE including English & Maths

%

48

51



This result is for the academic year September 2011 to July 2012.

The gap in the proportion of SEN and non SEN children achieving 5+ A*-C grades including English and Maths increased by 7% points compared with 2011, and was higher than at any time since 2006.

This was because the performance of non SEN students improved, while the performance of SEN students declined compared with 2011 - although still significantly higher than in the five years before 2011, and almost four times higher than in 2006. The gap between Brighton and Hove and the national average remained at 4% points.

The Special Educational Needs Partnership Strategy has the improvement of outcomes for children and young people with SEN as its first priority. We have shared national data with schools and the research on what makes the most difference. The Sutton Trust research identifies the importance of high quality teaching and learning for all pupils – particularly improved feedback on their learning. Schools that have done this have seen positive impact on outcomes and they are spreading their practice to other schools.

**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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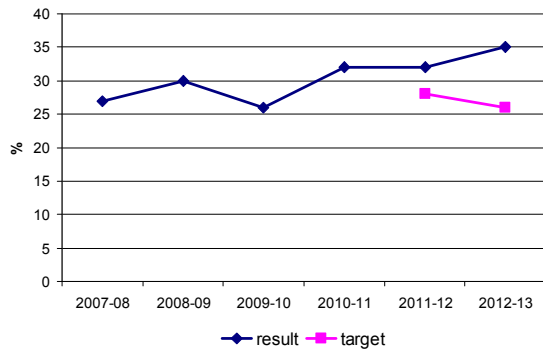
1.1.4

Learners eligible for Free School Meals (FSM) Gap as a % of 5+ A*- C grade GCSE including English & Maths

%

28

35



This result is for the academic year September 2011 to July 2012.

14.7% of secondary age students in Brighton & Hove were recorded as being eligible for free school meals. This ranged across the nine schools and academies from 7.1% to 33.0% of pupils. The gap between FSM and non FSM students achieving 5 or more A*-C grades including English and Maths was 35% points, compared with 31.5% points in 2011. This was 9% points higher than the national figure.

We have developed a strategy for 'Closing the Gap'. This analyses the data and schools performance and suggests a number of actions based on national research. Schools that have been most successful will be leading on the project and the launch and introduction is on 9 July. The Secondary Schools Partnership is exploring different strategies to impact on the outcomes for these pupils. This includes the 'Working with Others' project which has a wide evidence base and has been used effectively in some of the schools in the city.

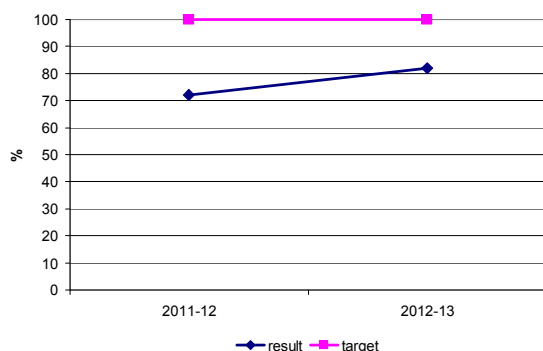
1.1.5

All our schools are judged good or outstanding by OFSTED

%

100

82



Our aim is for all our schools to be judged good or outstanding and we accept that this is a very challenging and aspirational target. This result includes all school age education providers in the city other than those which have recently opened and are yet to be inspected.

The Annual Report of Her Majesty's Chief Inspector of Education, Children's Services & Skills 2011/12 for all schools in England shows 70% of schools deliver a good or better standard of education nationally. Brighton and Hove are in the second highest group of local authorities where 'pupils are likely to attend a good or outstanding primary school'.

We carry out thorough data analysis and have robust systems already in place for 'categorizing' schools so we know which schools may be at risk of not achieving a judgment of 'good' and receive high support – either from our team or from schools supporting schools. Our revised School Improvement Strategy is currently out for consultation and will be launched on 9 July. Eight schools so far this academic year have improved to good from their

**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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previous grade.

1.1.6

Reduction in the number of young people aged 16 – 18 who are Not in Employment Education or Training

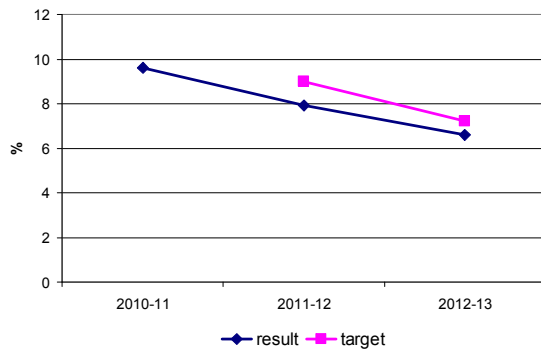
%

7.2

6.6



GREEN



CPP Key Indicator 3.2

The latest 16-18 NEET figures are extremely encouraging and represent the best figures for Brighton & Hove since 2004 when performance was first calculated in this way. The Department for Education measures Local Authority's annual performance as an average of November, December and January.

(see Appendix 4 ref 5.3.1)

1.1.7

Reduction in the number of first time entrants to the youth justice system

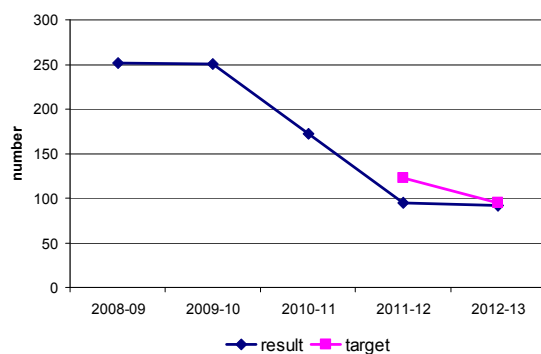
No.

95

92



GREEN



CPP Key Indicator 2.5

Prevention activity has continued to reduce the numbers of young people entering the youth justice system. The introduction of the Community Resolution (out of court non-recorded police disposal) has also contributed to this reduction.

(see Appendix 4 ref 6 Reducing Crime & Improving Safety)

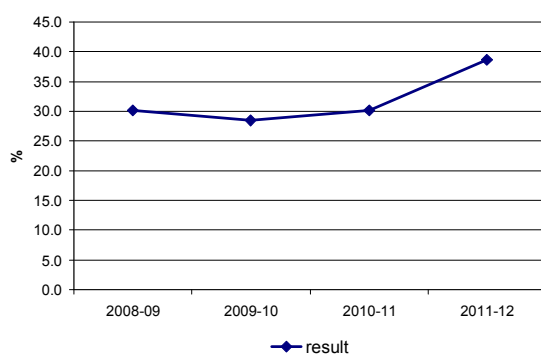
1.1.8

Reduction in rate of youth reoffending

%

Not set

**Data available
July 2013**



Latest data is from 2009/10. The proportion of young people re-offending in Brighton & Hove is slightly better than for all England and Wales. The proportion has slightly increased due to the overall cohort reducing from 497 to 418 (a 16% reduction). There is no target set because the data supplied by the Ministry of Justice only became available for the first time at the end of October 2011.

**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
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1.1.9

Increase in the number of young offenders in suitable education, training or employment

%

Not collected

This measure is no longer monitored nationally and comparator data is not available. Over half of young offenders who are aged over 16 are engaged in education, employment or training, with much of this organised through the Youth Offending Service Employment Project and specialist staff.

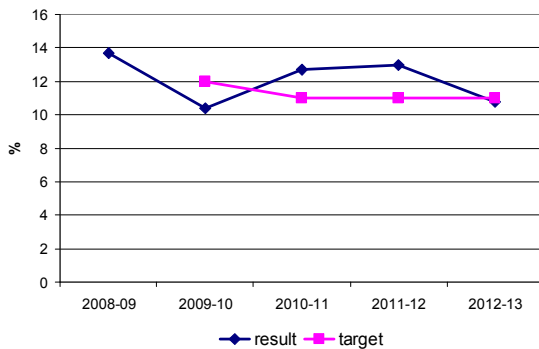
1.1.10

Increase in stability of placements of Looked After Children

%

11

10.8



CPP Key Indicator CPP 3.3

This is an improvement on the previous year when 14.6% of children looked after had three or more placements. The national average for this indicator is 11% which is being used as our target.

(see Appendix 4 ref 5.2.3)

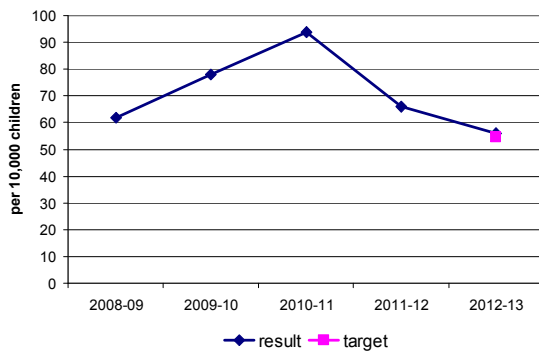
1.1.11

Reduction in the rate of children who were the subject of a child protection plan per 10,000 children

No.

54.6

56.1



While just off target this shows a significant reduction from 86.6 at the start of 2011/12.

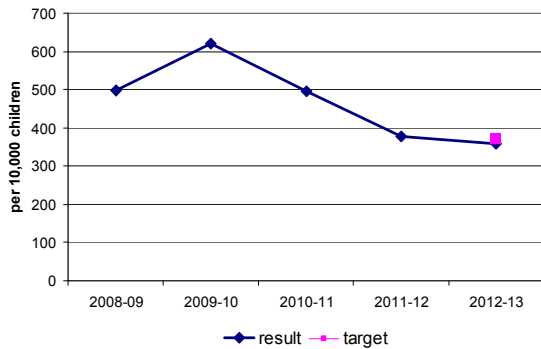
**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
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1.1.12

Reduction in the rate of children in need per 10,000

No. 370 359.5



This is a provisional result based on monthly data held by the council. The Department for Education uses a different methodology to calculate these figures so the final result may vary. Using our data for March 2013 (1794 children) our rate per 10,000 would be 359.5. The target is taken from our neighbouring average for 11/12.

1.1.13

Increase in evidence based family intervention work to better support children at risk

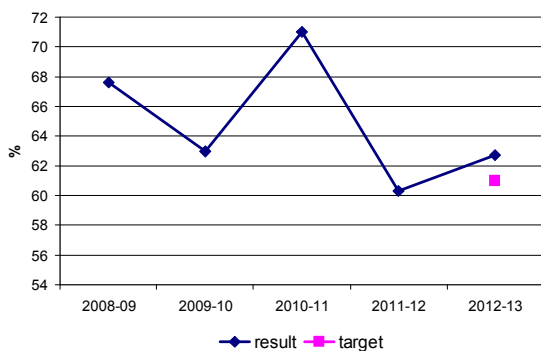
Not collected

This indicator has not been collected, and has been removed as part of the latest Key Performance Indicators development process for Childrens Services. It is to be replaced by other indicators, and these will be expected to provide evidence related to 'Early help' in the city.

1.1.14

Increase in the number of care leavers in education, employment or training

% 61 62.7



The provisional outturn figure for 2012/13 is 62.7%, a rise from 60.3% last year and slightly above the 2011 national average of 61% used as target. Please note that this percentage result is based on relatively small numbers; 32 care leavers in the year are in education training or employment out of a total cohort of 51.

1.1.15

Proportion of children in poverty

% 22 20.6



Previous years result has been used as target.

Child poverty data is produced nationally. Latest data for Brighton & Hove is from 2010 and shows that 20.6% of the total population of children and young people under the age of twenty in the city are living in families on less than 60% of median national income. Brighton & Hove is in line with the national England average for child poverty

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Indicator	Unit	Target	Result	Status
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(20.6%) but significantly behind the South East regional average (15%). Portsmouth (24.7%) and Southampton (26.1%), nearby cities within the same region, have higher levels.

In providing assertive family outreach work to families with complex problems, the Stronger Families Stronger Communities Programme aims to improve the day to day life of those families and the communities in which they live. The programme supports family members to improve skills and employment opportunities, improve school behaviour and attendance and reduce anti-social behaviour and so supports families to improve their life chances.

The Youth Employability Service is working closely with the Programme’s Intensive Team for Families to engage with 16-18 year old NEET young people in vulnerable families and support them into employment, education or training. From June 2014 Jobcentre Plus will second a full time advisor to the ITF team to support progress to and employment outcomes.

The Council and Advice partners are working closely to provide timely and accurate information and advice for residents affected by benefit changes. The Council has two advice commissions; targeting council tenants and residents affected by changes to Council Tax Benefit respectively. The recently agreed Financial Inclusion Commission will focus funding from Autumn 2013 on access to banking services; financial advice and training for those residents most affected by the downturn in the economy and benefit changes.

The Council delivers excellent Children’s Centre services and provides support and training to Nurseries, Child minders, After school Clubs and Play schemes. 100% of Children’s Centers in the city have been judged good or outstanding compared to 69% in England. Brighton and Hove was listed in the top 10 local authorities for the quality of children’s centers and early years childcare providers in the Ofsted annual report with 87% of early years childcare providers judged good and outstanding compared to 73% in England The Family Information Service provides support on a range of financial issues to families referred through the Health Visiting Service. The Council continues to provide leadership and support to schools to improve attainment and narrow the gap between the poorest children and the City average attainment.

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Indicator	Unit	Target	Result	Status
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1.1.16a

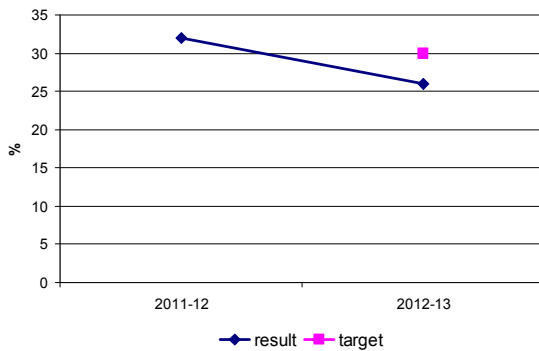
Reduction in the % of young people reporting use of alcohol

%

30

26


GREEN



In the 2012 Safe and Well School Survey (SAWSS) 51% of 7,894 secondary age pupils (11-16) reported that they had had an alcoholic drink, of these who had had an alcoholic drink 26% reported they had had an alcohol drink in the last 7 days. A reduction of 4% since the 2011 Survey.

National studies of alcohol consumption show a year-on-year decline in consumption. Our local SAWSS data 2010-2012 indicates that this is also happening locally. However there still remains a group who drink to excess. Alcohol remains easily affordable and accessible for many young people and underage consumption of alcohol is a problem. The survey showed that proxy purchasing was a popular way to access alcohol as well as drinking at friend's houses or with parent/carers; 51% of 14-16 year olds who drank were given alcohol by a family member or family friend. This supports service developments to promote opportunities which enable young people to undertake activities that are alternatives to the problematic use of alcohol and drugs and reduce their sense of marginalisation. There will also be a focus on reaching more parents/carers with key messages about drugs and alcohol awareness.

1.1.16b

Reduction in the % of young people reporting use of drugs/volatile substances

%

24.5

23


GREEN



In the 2012 Safe and Well School Survey, 23% of 2,884 Key Stage 4 secondary school pupils (14-16) reported that they had taken a drug. A reduction of 2% since the 2011 Survey. 80% of these respondents also replied 'yes' to the question 'Have you ever used Cannabis?' Of those using cannabis (523 students) 35% said they use it once a week or more.

National studies of drug use show a year on year decline in young people and the most frequently used drug is Cannabis. This has been mirrored in the findings from the SAWSS over 2010-2012. Also found nationally, and experienced locally, is that although there are only small numbers of young people who get into difficulties with drugs, for these they can be significant. The SAWSS study revealed that that 5% of 14-16 year olds who drank were given drugs by a family member or family friend. Service developments include using real time information about

**Appendix 3 – BHCC Corporate Plan measures of success:
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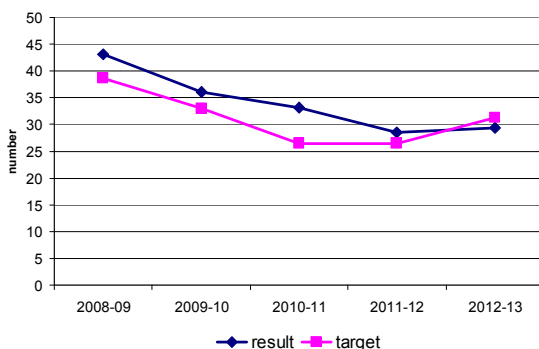
Indicator	Unit	Target	Result	Status
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local drug markets and the harms they cause to inform prevention, health and treatment strategies. Opportunities which enable young people to undertake activities that are alternatives to the problematic use of alcohol and drugs and reduce their sense of marginalisation will be promoted. There will also be a focus on reaching more parents/carers with key messages about drugs and alcohol awareness.

1.1.17

Reduction in the number of under 18 conceptions per 1,000 15-17 year olds

No. **26.4** **29.4**



CPP key indicator CPP 4.5

The 2011/12 target of 26.4 was a statutory NHS Vital Signs target. There is no longer a statutory target but locally the aim remains to reduce the under 18 conception rate by 45% compared to the 48.1 per 1,000 15-17 year-old women baseline.

The 2011 under 18 conception rate is 29.4 per 1,000 which is a statistically significant 39% reduction, slightly higher than the 34% seen nationally. As well as continuing to support early identification and intervention with young people, we will review how domestic violence, sexual exploitation, coercive behaviour and controlling behaviour is addressed across commissioned Contraception and Sexual Health services and how needs can be addressed. Service developments will also focus on ensuring that young people from protected and vulnerable groups are receiving an equitable service, whilst striking a balance with good quality universal service delivery and a strong sex and relationships curriculum.

(see Appendix 4 ref 7.2.5)

1.1.18

Increase in take up of Disability Living Allowance and Severe Disability Allowance by working age clients with children

No. **Not set** **Data not yet available**

Work is ongoing at June 2013 to identify and analyse data for this measure.

1.1.19

Increase in the number of young people in out of school activities

Not collected

Responsibility for Out of School Activities has been transferred to schools and the data is no longer collected by the council.

**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
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1.2. Outcome: Vulnerable adults supported to live healthy independent lives

Strategic Risk – Keeping vulnerable adults safe from harm and abuse

Residual Risk Score = 12

AMBER 

Background – Keeping vulnerable adults safe from harm and abuse is a legal responsibility of the council. Brighton & Hove City Council have a statutory duty to co-ordinate safeguarding work across the City, and to lead the Safeguarding Adults Board which oversees work locally, in partnership with Police, Health and Social Care providers. Over 1400 concerns were raised last year about vulnerable people, 700 progressed to safeguarding referrals requiring investigation.

Potential Risk Scenario – a potential or actual risk or opportunity which needs to be managed in order to better achieve the Sustainable Community Strategy objectives

Cases are more complex and demands can vary. The council is able to respond appropriately at a time of change and contact is vital to protect those most vulnerable.

1.2.1

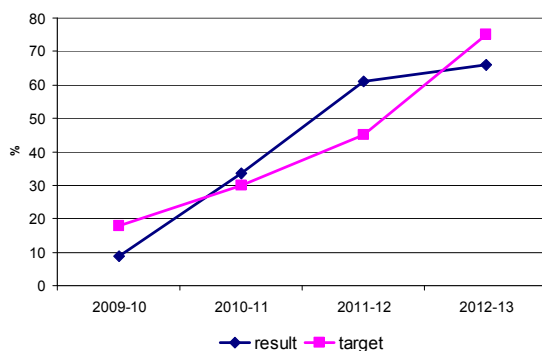
Increase in the proportion of people taking up self-direct support

%

75

65.6


RED



CPP Key Indicator 4.7

While this is off target there is an increase in social care clients receiving self directed support, up from 61% in 2011/12. We achieved our target of 75% in relation to people using services. However the overall performance was reduced partly because the performance in relation to family carers (also included in the overall performance data) was lower than 75%. In part this is linked to the improved performance in increasing the number of family carers receiving both assessments and services in their own right. Some of these services do not easily lend themselves to a self directed support model, most notably the provision of the carers card and advice / information services.

We are required by the Department of Health to offer self directed support to 75% of social care clients by 2013/14.

(see Appendix 4 ref 7.2.2)

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Indicator	Unit	Target	Result	Status
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1.2.2

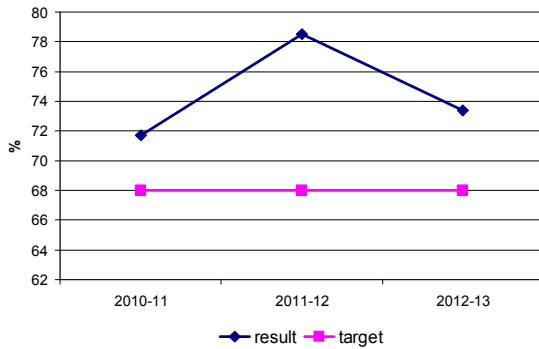
Increase in the percentage of people receiving Supporting People services who have established or are maintaining independent living

%

68

73.4


GREEN



The 12-month average is being maintained around 73% and quarterly performance reached a peak of 77.4% in January-March. The indicator measures the number of people receiving housing related support services that have moved on from supported accommodation in a planned way, as a percentage of total service users who have left the service.

1.2.3

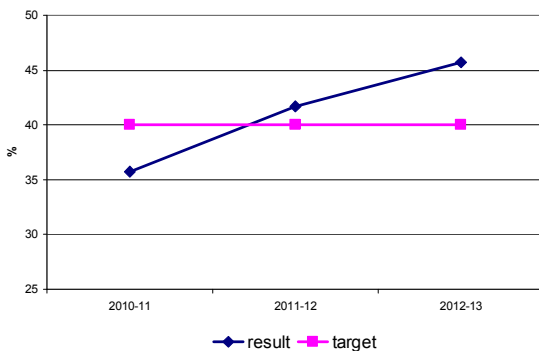
Increase in the number of carers receiving needs assessment or review and specific carers service or advice and information

%

40

45.7%


GREEN



This represents a positive trend over the last three years. The improvement in performance is linked to the implementation of new funding agreements for carers services and the impact of having Carers Support Workers based within the Integrated Primary Care Team.

1.2.4

Reduction in the number of people living in fuel poverty: % of households who are 'fuel poor' in the city

%

Not set

12.2%

This is a new indicator in development nationally to measure fuel poverty. This is the initial estimate for Brighton & Hove for 2011; it estimates the percentage of households in the city that are 'fuel poor', based upon having lower income and higher fuel costs. Energy efficiency of homes and fuel poverty will be one of the elements addressed in the council's Sustainability Action Plan to support One Planet Living.

**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
1.2.5 Increase in the percentage of people supported to live independently through social services			Not collected	

This indicator has been discontinued and is no longer collected.

1.3. Outcome: Decent, affordable, healthy housing

Strategic Risk – Welfare Reform

Residual Risk Score = 12

AMBER 

Background – The government is implementing widespread welfare reforms and support for council tax has been localised. Introduction of the Universal Credit initiative and changes to housing benefits are expected to have a wide-ranging impact on the council and the city.

Potential Risk Scenario – *a potential or actual risk or opportunity which needs to be managed in order to better achieve the Sustainable Community Strategy objectives*

There will be significantly less housing benefit funding in the city. It is complex to predict the impact on individuals and households. There may be increased risk of vulnerability, homelessness and an impact on income collection.

1.3.1

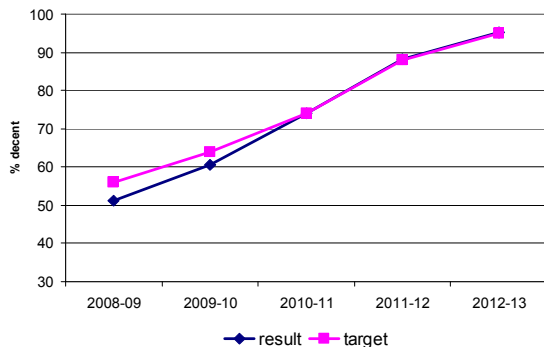
Increase in the number of council homes meeting Decent Homes Standard

%

95

95.3


GREEN




CPP Key Indicator 5.1

There has been consistent improvement in the number of council homes meeting the Standard. The target for 2013/14 is for 100% of homes to meet the Standard by December 2013, which the council is on track to deliver.

(see Appendix 4 ref 9.2.3)

**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
<p>1.3.2 Increase in the supply of ready to develop housing sites</p> 	%	100	80.6	 RED
<p>This indicator measures the number of new housing units that are deliverable over a 5 year period, as a percentage of the planned housing provision of net additional dwellings for that period. This is the provisional result for 2012-2017.</p>				
<p>1.3.3 10% of all new affordable housing meet wheelchair standard</p> 	%	10	8.7	 AMBER
<p>The wheelchair accessibility standard is set out in the Lifetime Homes Standard design criteria, ensuring that there should be space for turning a wheelchair in dining areas and living rooms and adequate circulation space for wheelchairs elsewhere. During 2012/13 there were a total of 46 units of affordable housing developed, 4 of which were wheelchair units. These were in the Covers Yard development by Hyde Housing Association. See CPP 5.4 for additional information about affordable homes delivery over the coming years in the city.</p>				
<p>1.3.4 153 empty homes brought back into use per year</p> 	No.	153	157	 GREEN
<p>CPP Key Indicator CPP 5.2 The target has been met, but the final number of private sector dwellings returned into occupation may rise as data becomes available from other sources.</p>				
<p>(see Appendix 4 ref 9.2.4)</p>				

**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
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1.3.5

Increase in the energy efficiency of local authority owned homes

%	61	62.5	
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GREEN

The methodology has changed in how this indicator is measured so it is not possible to chart progress over time.

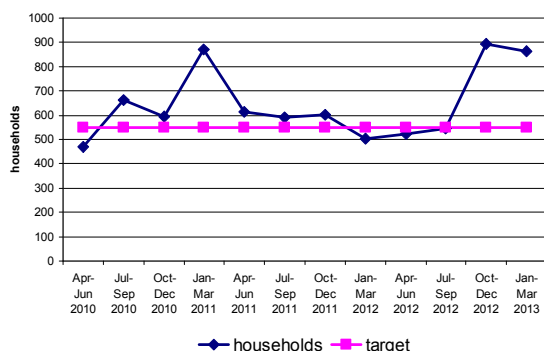
The council's homes continue to become more energy efficient. Energy efficiency of homes and fuel poverty will be one of the elements addressed in the council's Sustainability Action Plan to support One Planet Living.

1.3.6

Increase in the number of households where homelessness was prevented due to casework by the council

No.	2,200	2,828	
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GREEN



CPP Key Indicator CPP 5.3

The council and its partners are helping to prevent significant numbers of households from becoming homeless in the city. This help depends on the circumstances of the household, ranging from advice and assistance of rights, guidance in finding alternative accommodation, and mediation where appropriate. This measure also illustrates some of the increasing pressures on services in this area. The target of 2200 was set in Brighton & Hove's Housing Strategy 2009-2014.

(see Appendix 4 ref 9.3.3)

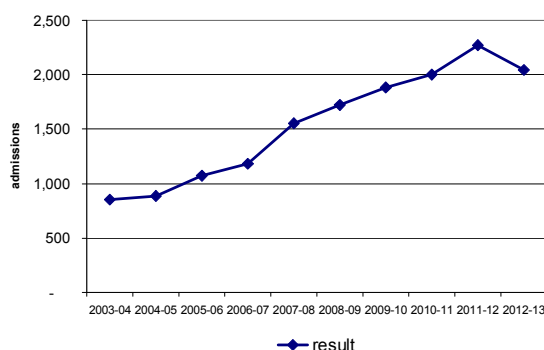
1.4. Outcome: Reduce health inequalities and long standing public health issues

1.4.1

Reduction in the number of alcohol-related hospital admissions per 100,000 population

No.	2,665	2,047.3	
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GREEN

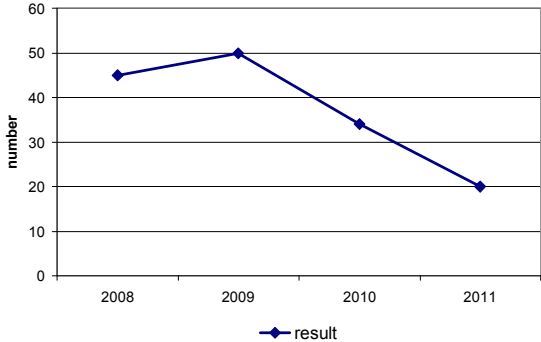
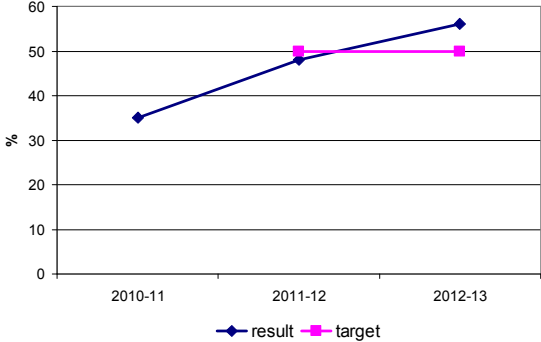


CPP Key Indicator CPP 4.1

The number of alcohol related hospital admissions, while still high, decreased during 2012/13; in 2011/12 the result was 2,274.2. The forecast for 2012/13 of 2,665 was a 2% decrease in the projected increase in alcohol related hospital admissions based on the trajectory up to 2010/11. This forecast has been agreed by the Alcohol Programme Board.

(see Appendix 4 ref 6.1.1)

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Indicator	Unit	Target	Result	Status
<p>1.4.2 Reduction in the rate of drug-related deaths</p> 	No.	Not set	Available February 2014	<p>CPP Key Indicator CPP 2.3 There were 20 drug related deaths in 2011, the latest annual result; the rate of 8.8 deaths per 100,000 population was the eighth highest in the UK. This represented a 35.3% reduction on the previous year, when there were 34 reported deaths and Brighton & Hove was ranked highest. Nationally there was a 6.7% reduction between 2010 [1,883] and 2011 [1,757]. Between 2009 and 2011 there has been a 60% reduction in drug related deaths in the city.</p> <p><i>(see Appendix 4 ref 6.1.2)</i></p>
<p>1.4.3 % of adults leaving drug treatment who do so in a planned way</p> 	%	50	Available September 2013	<p>CPP Key Indicator CPP 2.4 Final data is not yet available though the result to December 2012 of 56% is better than target; this data is delayed because it measures the successful completion of drug treatment with no representation within 6 months. The target was set using national data as a reference point and was agreed by the 'Safe In The City Partnership' and align with the priorities in the Community Safety Crime Reduction and Drug Strategy.</p> <p><i>(see Appendix 4 ref 6 Reducing Crime & Improving Safety)</i></p>
<p>1.4.4 Reduction in differences of life expectancy between communities</p> <p>This indicator is in development nationally and will be added to the full set of measures once the definition has been clarified.</p>				
<p>1.5. Outcome: Access to quality employment with wages that pay for a decent standard of living</p> <p>1.5.1 Increase in the percentage of adults with learning disabilities known to the council in paid employment</p>	%	13	Available September 2013	<p>Data for this indicator will be released by the Department of Health in Sept 2013. The result for 2011/12 was 12.8%.</p>

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Indicator	Unit	Target	Result	Status
1.5.2 Increase in the percentage of the population qualified to at least National Vocational Qualification (NVQ) Level 2, 3 and 4	%	Not set	Level 2: 80.4 Level 3: 68.0 Level 4: 46.0	

The results for 2012 for Brighton & Hove level 2, level 3 and level 4 results continue to improve and all exceed both South East and national results according to Office of National Statistics data. Targets are no longer set for these indicators. The City Employment and Skills Plan shows very high comparative levels in Brighton and Hove at level 4, particularly related to the numbers of former students at the Universities who stay on after graduation.

1.5.3

Increase in the percentage of adults receiving secondary mental health services who are in paid employment, self-employment or supported employment

%

Not set

**Available
September
2013**

Data for this indicator will be released by the Department of Health in September 2013.

1.5.4

Increase in the take-up of formal childcare by low income working families

%

**Not
collected**

This data is no longer collected nationally. Increasing access to affordable & accessible childcare is a key priority in the Child Poverty Commissioning Strategy. The proportion of families benefiting from the Childcare element of family tax credits was 20.9% when last measured in August 2009, compared to 16.3% (South East) and 17.4% (England).

1.6. Outcome: Culture and leisure opportunities for all

1.6.1

Increase in the percentage of the adult population that has engaged in the arts at least three times in the past 12 months

%

Not set

77


Baseline year

CPP Key Indicator CPP 1.2

Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.

(see Appendix 4 ref 5.5.1)

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Indicator	Unit	Target	Result	Status
<p>1.6.2 Increase in adult participation in sport and active recreation</p>	%	More than 23.2	23.2	 AMBER
				<p>The latest result is not a statistically significant difference from previous surveys; it covers a rolling 24 month period from April 2011 to April 2013. This indicator is measured by Sport England’s Taking Part survey.</p>
<p>1.6.3 Increase in the percentage of the adult population who have attended a museum at least once in the last 12 months</p> <p><i>Baseline year</i></p>	%	Not set	49	
				<p>Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.</p>
<p>1.7. Outcome: Cohesive and safe communities</p>				
<p>1.7.1 Increase in the percentage of people who believe that people from different backgrounds get on well together in their local area</p> <p><i>Baseline year</i></p>	%	Not set	90	
				<p>CPP Key Indicator 2.10 Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.</p> <p style="text-align: right;"><i>(see Appendix 4 ref 6.4.)</i></p>

**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
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1.7.2

Increase in the percentage of people who think that not treating one another with respect and consideration is a problem in their area

% Not set 17

Baseline year

Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.

1.7.3

Increase in the percentage of people feeling safe in the daytime and after dark in their local area

% Not set Day: 99 Night: 81

Baseline year


CPP Key Indicator 2.11

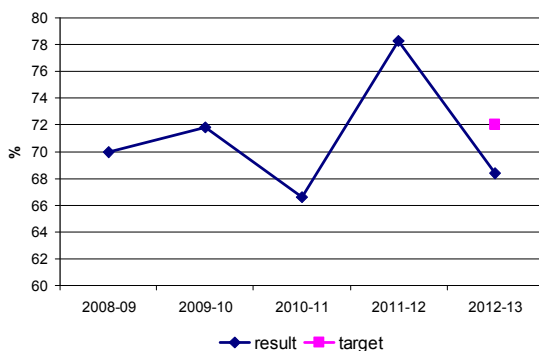
Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.

(see Appendix 4 ref 6.4.)

1.7.4

Percentage of finalised Domestic Violence (DV) prosecutions resulting in a conviction

% 72 68.4  **AMBER**



The outcomes from finalised prosecutions continue to be a matter which requires the attention of all those criminal justice and other agencies who respond to domestic violence. The percentage of finalised DV prosecutions with an unsuccessful outcome has increased since last year. The withdrawal of victims/witnesses from the criminal justice process is the single biggest factor behind unsuccessful prosecutions. Although court waiting times have increased across all of the Sussex area, which may affect victim/witness withdrawal, other parts of Sussex have not shown the same percentage of unsuccessful prosecutions as seen in Brighton & Hove. This will be monitored.

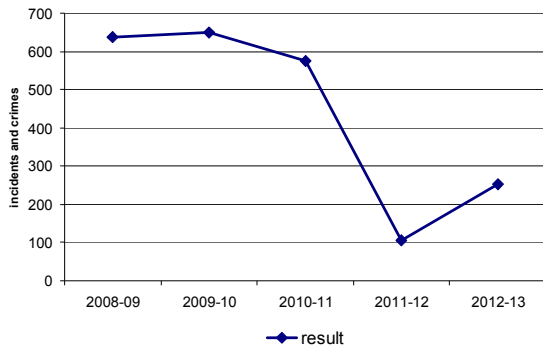
**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
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1.7.5

Reduction in racist and religiously motivated hate incidents and crimes

No. **400** **252**



CPP Key Indicator CPP 2.7

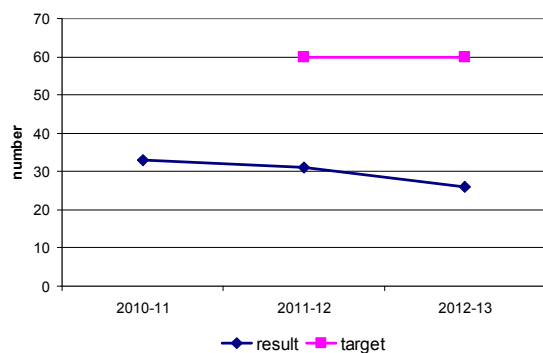
The overall aim is to reduce crimes and incidents. However, work to increase reporting remains a priority. Increased reporting could therefore indicate increased trust and confidence or an actual increase in the numbers of crimes and incidents. New data gathering and analytical arrangements which include police recorded crimes, are in development.

(see Appendix 4 ref 6.2.2)

1.7.6

Reduction in disability motivated hate incidents and crimes

No. **60** **26**



CPP Key Indicator CPP 2.8

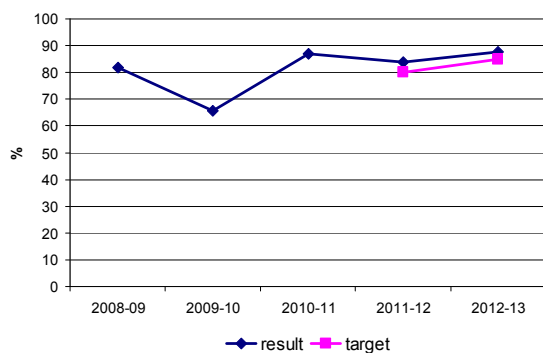
The aim is to increase access to and confidence in reporting of disability hate crime, while reducing its underlying occurrence. In 2010/11, 33 cases were reported and in 2011/12 this dropped to 31. The increased target of 60 was set as a result of the development and launch of Disability Hate Incident Report Forms and related training. This is being taken forward through the Disability Hate Steering Group to review the area and strengthen the effectiveness of the work to increase reporting.

(see Appendix 4 ref 6.4.3)

1.7.7

% of LGBT hate crime prosecutions that result in conviction

% **80** **87.5**



CPP Key indicator CPP 2.9

The result represents 24 prosecutions for LGBT hate crime, of which 21 led to conviction.

(see Appendix 4 ref 5.4.3)

**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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2. Priority Two: Creating a More Sustainable City

2.1. Outcome: A strong and low carbon economy

Strategic Risk – Economic resilience and sustainable economic growth

Residual Risk Score = 12

AMBER 

Background – The council has a significant role in championing the city economy and attracting inward investment. It uses its own land and property portfolio to contribute to this alongside a range of policy levers including: housing, planning, economic development, leisure, tourism, education performance and public investment powers

Potential Risk Scenario – *a potential or actual risk or opportunity which needs to be managed in order to better achieve the Sustainable Community Strategy objectives*

If the council does not do this effectively:

- The city's economy falters in the wake of difficulties in the national and international economy
- Business, community, employee and employment expectations and aspirations not met and reputation affected
- Failure to sustain local businesses and attract new investment in the city
- Failure to achieve Corporate Plan objectives.

Strategic Risk – Becoming a more sustainable city

Residual Risk Score = 9

AMBER 

Background – The council has an important civic leadership role in working with others to prepare the city for the impact of severe weather events and mitigate the long term impact of climate change. This includes:

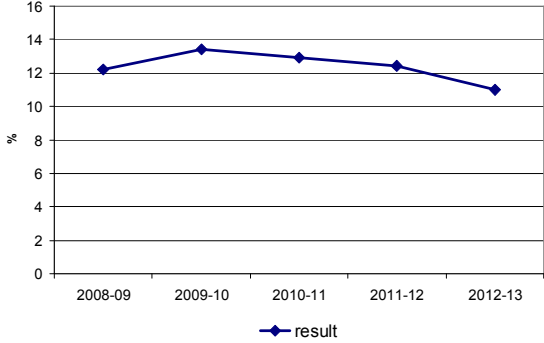
- working with the Environmental Agency to review and manage the risks of coastal and surface water flooding.
- strengthening the resilience of the city's energy, waste management, water and land resource arrangements
- improving the environmental performance of council buildings and facilities
- reducing any adverse environmental impacts arising from the operation and delivery of council services.

Potential Risk Scenario – *a potential or actual risk or opportunity which needs to be managed in order to better achieve the Sustainable Community Strategy objectives*

Depending on the council's actions, it may affect:

- compliance with our commitment to be a One Planet City
- the ability to attract inward investment and environmental industries to the city
- maintenance of essential routes and services with particular implications for vulnerable residents and businesses in vulnerable locations
- the city's long term resilience to potential increases in the costs of food, energy and travel
- performance against agreed targets and compliance with environmental legislation, e.g. air quality.

**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
<p>2.1.1 Reduction in the percentage of the working age population claiming out of work benefits</p> 	%	Not set	11	<p>Fewer people in Brighton & Hove claimed key out of work benefits during 2012/13 and this continued a downward trend from 13% in 1210/11 and 12.4% in 2011/12.</p>
<p>2.1.2 Increase in the number of new business registration for VAT per 10,000 resident population aged 16 years old and over</p>	No.	Not set	79	<p>This indicates the potential growth of numbers of businesses in the city. The data is time-lagged, with the latest from 2011. There is a positive trend in the actual number of new businesses, rising from 1,250 in 2009, 1,450 in 2010, up to 1,525 in 2011.</p>
<p>2.1.3 Growth in number of digital media businesses (employee growth)</p>	%	Not set	9	<p>This result from the national Business Register & Employment Survey is time lagged and relates to 2011. The numbers of people employed in digital media businesses has shown growth, from 606 to 807 employees from 2009 to 2010 and growth of 807 to 880 employees from 2010 to 2011.</p>
<p>2.1.4 Increase the number of tourism businesses that have green accreditation</p>	No.	Not set	5	<p>This relates to the Green Tourism Business Scheme which rates tourism businesses across a set of criteria, covering a range of areas including: energy and water efficiency, waste management, and biodiversity.</p>

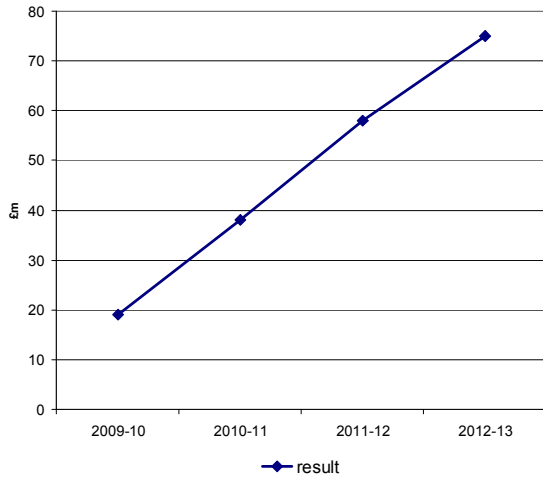
**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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2.1.5

Increase conference income

£ million **Not set** **£75m**



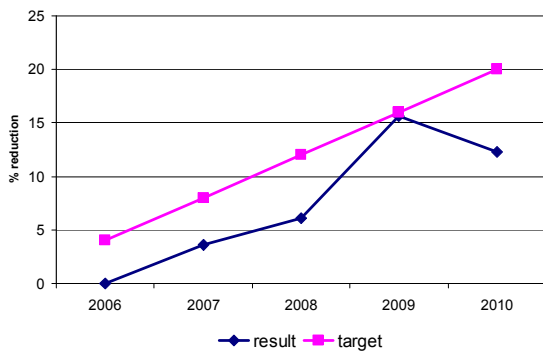
Income to the city from conferences has again increased substantially. During 2012/13 the council confirmed conference related business worth £75m; in the previous year it was £58m. A combined sales effort between VisitBrighton and the Brighton Centre Conference sales department undertaken between 1 April 2012 and 31 March 2013 has seen 20 national and international events confirmed which on their arrival will bring an estimated economic impact of £68m to the City. An additional £7m of business was confirmed separately. Please note that this is business secured over coming years and will not all have been realised during 2012/13.

(see Appendix 4 ref 6.2.3)

2.1.6

Reduction in Carbon Dioxide emissions per person

% **20.0** **12.28**



CPP Key Indicator CPP 6.1

Data is time-lagged for this indicator and the target and result is based on the 2010 calendar year figure (released September 2012). Emission in the city stood at 5 tonnes per person in 2010, which is a 12.3% decrease. The target required in 2010 to meet longer term emission targets was a 20% reduction, equivalent to 4.55 tonnes per person, against the 2005 baseline of 5.7 tonnes per person. While the 2010 result is some way off of target, similar trends are apparent for the South East (13.41%), and for England (13.85%).

There were large reductions in carbon emissions in 2009, however, this trend reversed in 2010, with significant increases seen in both 'domestic' and 'industrial and commercial' sector related carbon emissions. These increases have largely been put down to the severe cold weather during 2010, which is thought to have increased energy consumption.

The council's Sustainability Action Plan (SAP) is the council's action plan to support One Planet Living in the city and includes actions to deliver positive change in reducing emissions.

(see Appendix 4 ref 10.1.1)

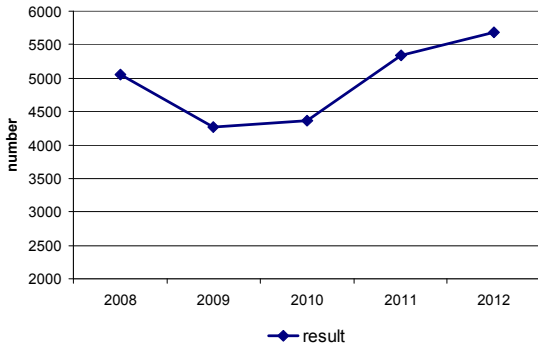
**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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2.1.7

Inward investment enquiries to the city

No. Not set 5,682



This is a proxy measure to replace ‘Increase the number of businesses relocating to the city.’ Data does not show businesses relocating to the city since business data is generally anonymised.

There has been a positive trend in the level of enquiries since 2009. During 2012 there were 5,682 ‘hits’ on the Commercial Property Database and 11,174 individual property searches.

2.1.8

Increase in the percentage of small businesses showing a year on year increase in number of employees

% Not collected

Data for small businesses is not available at a sufficiently detailed level to measure this indicator. Further work will be done to establish relevant data for this sector.

2.1.9

Growth of the environmental industries sector

Not collected

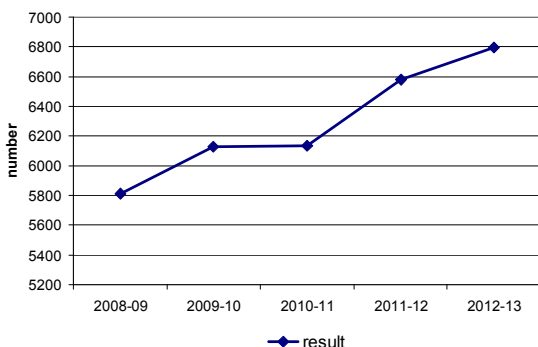
Work is ongoing to develop this indicator. The data that is available in this area is limited since companies do not fall into clearly defined categories. For example, there is a trend towards ‘green branding’ by some companies that may result in these being counted in the indicator, while not delivering the environmental benefits hoped for. A revised definition focusing on stock meeting accreditation standards in use of resources (i.e. energy, water, carbon) is being developed.

2.2. Outcome: A fair balance between the needs of pedestrians and cyclists, public transport users and motorists

2.2.1

Increase in the number of cycle trips

No. Not set 6795




This is a sample of the number of daily cycle trips in the city calculated using data from 11 key cycle counters. As such it indicates trend in the number of trips and does not count all cycle trips made. This data shows steady growth over past the past five years.

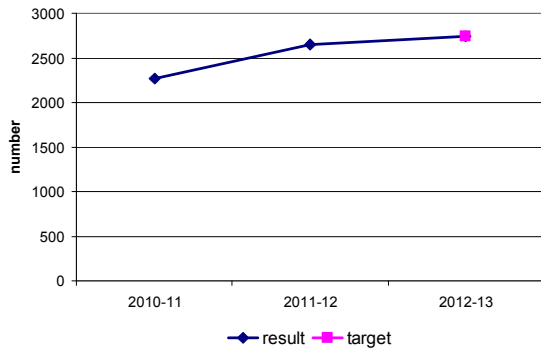
**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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**2.2.2
Increase in cycle parking across the city**

No. of stands	More than 2647	2745	 GREEN
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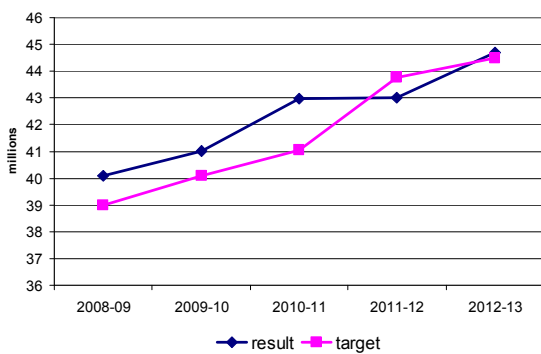
Facilities for cycle parking are increasing as planned in the city. Another 98 cycle parking stands were added in the last 12 months, specifically on the public highway.



**2.2.3
Increase in bus patronage originating in the local authority area**

No. per million	44.5	44.7	 GREEN
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CPP Key indicator CPP 7.1
Brighton and Hove is one of the best performing authorities in terms of bus passenger journeys, with the latest result showing a continued rising trend. The 'Transport Strategy' department of the council proposes a target of an average increase of 800,000 passenger journeys per year.

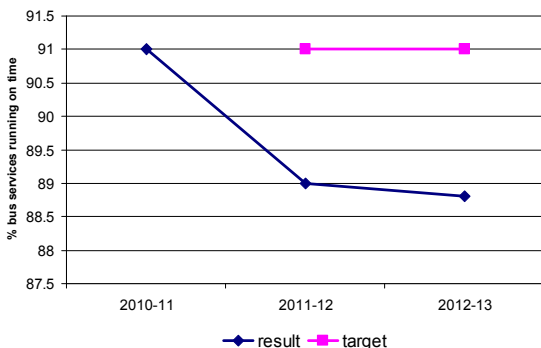


(see Appendix 4 ref 11.1.1)

**2.2.4
Increase in the percentage of bus services running on time**

%	91	88.8	 AMBER
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The slight temporary decline in punctuality is likely to be due to road works on Lewes Road.



**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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**2.2.5
Reduction in airborne particulate (PM10)
levels in local authority area**

Micrograms
per cubic
metre
(µg/m3)

40

27.7



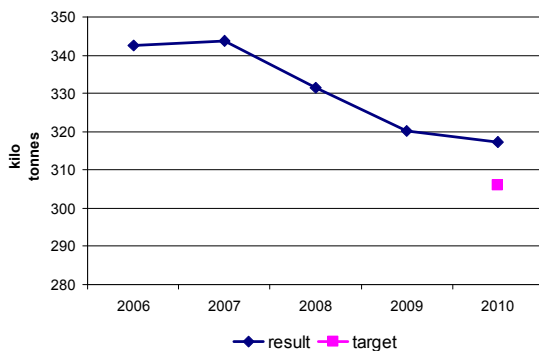
The annualised mean PM10 concentration of 27.7µg/m3 reported at the Beaconsfield Road site adjacent to the A23 is within the annual mean objective limit of 40µg/m3. There were 15 exceedances of the 24-hour mean objective which is also within the permitted number under the air quality standards. There were 38 days reported with concentrations of 40µg/m3 and above.

**2.2.6
Reduction in Carbon Dioxide emissions
in the local authority area (attributed to
transport)**

Kilo
tonnes

306

317.3



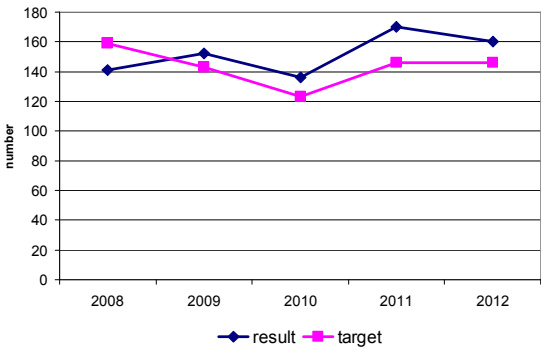




The result and target reflect 2010 carbon emission estimates for the city, which were released September 2012.

The Sustainable Community Strategy commits the city to reducing carbon emissions by 42% by 2020, and by 80% by 2050, from the 2005 baseline of 5.7 tonnes per person. This is in line with national policy.

The Brighton and Hove climate change strategy has proposed that this year a 4% incremental reduction target is continued, which will work towards achieving these longer term commitments. The transport target has been calculated as the level of emissions likely to be necessary to support this target.

2010 saw an increase in total carbon emissions in the City. However, transport emissions have reduced from 320kt in 2009. This is not as much as is needed to meet the total carbon emissions reduction target.

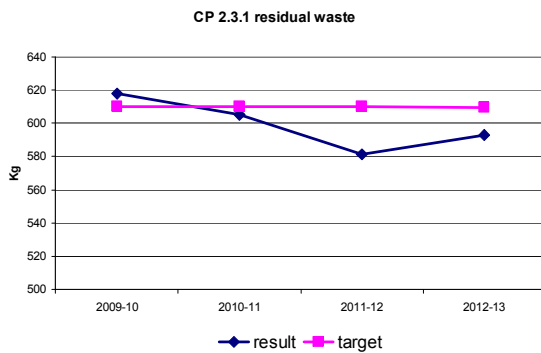
**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
<p>2.2.7 Reduction in the number of adults and children killed or seriously injured in road traffic incidents</p> 	No.	146	160	 RED
<p>CPP Key Indicator CPP 7.3 This is the result for calendar year 2012. Please note 146 is a forecast, and not a target.</p> <p>Investment in Road Safety measures seeks to contribute towards casualty reduction in the most effective way. However, the random nature of collisions means that some incidences cannot be prevented or predicted. Every effort is made to minimise casualties using information about the contributory factors to collisions that are reported; for instance this includes reducing the speed limit within parts of the city to 20 mph to improve road safety. <i>(see Appendix 4 ref 11.3.1)</i></p>				
<p>2.2.8 A higher proportion of access to employment by public transport</p>	%	Not set	Available July 2013	
<p>The 2011 result was 99.6%, which improves upon the 2010 result of 99.4%. Performance remains consistently high. 2012 data is expected July 2013.</p>				
<p>2.2.9a Nitrogen Dioxide levels in Brighton and Hove (µg/m3 – micrograms per cubic meter): Lewes Road</p>	No.	40	50	 RED
<p>2.2.9b Nitrogen Dioxide levels in Brighton and Hove (µg/m3 – micrograms per cubic meter): North Street</p>	No.	40	69	 RED
<p>These results are estimates based on part year data, from when new monitors (continuous analysers) were installed in each location; from 21st June for Lewes Road, and 24th April for North Street, both up until 31st December 2012.</p> <p>Nitrogen dioxide concentrations are above recommended levels at both locations. Existing monitors (diffusion tubes) in place throughout the City also confirm that Nitrogen Dioxide concentrations are above recommended levels along other key transport corridors, particularly in the city centre. There is no improvement in Nitrogen Dioxide concentrations along these transport corridors when compared to monitoring undertaken ten years ago.</p> <p>These results should be treated with caution, due to it not being a complete data set for the year.</p>				
<p>2.3. Outcome: A low waste city</p>				
<p>2.3.1 Decrease of residual waste per</p>	kg	609.6	593	 GREEN

**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
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household



CPP Key Indicator CPP 6.2

Residual waste per household has been declining steadily since 2006/07. This result is based on provisional figures and may change following subsequent verification. The final result should be available by the end of July. Many factors affect the levels of waste arisings and recycling rates; these include a move by consumers from printed to electronic media, glass bottles becoming lighter weight, community composting schemes, people home composting and waste awareness work with the food partnership. The economic downturn is also likely to have an effect through reducing overall levels of consumption.

(see Appendix 4 ref 10.3.1)

2.3.2

Increase in the percentage of household waste sent for reuse, recycling and composting

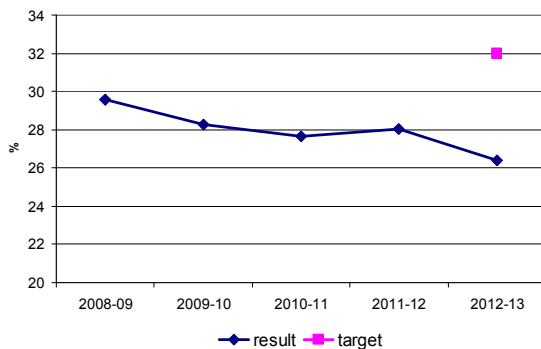
%

32

26.4



RED



CPP Key Indicator CPP 6.3

The recycling rate forecast is below target based on provisional figures and has declined slightly. Signed off annual result is expected by July 2013. The reason for the decline is being analysed, please see the commentary for overall waste per household above. Recycling rates across the country as a whole appear to be levelling off. Communal recycling in the city centre is expected to increase recycling rates by 3%. Proposals for communal recycling are currently out to consultation.

(see Appendix 4 ref 10.3.1)

2.3.3

Decrease in the percentage of municipal waste landfilled

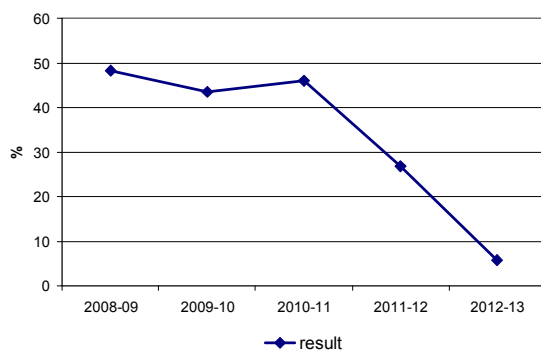
%

11.6

5.72



GREEN



Current performance is on track to meet this year's target according to provisional figures. The signed off annual result is expected by July 2013.

**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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2.4. Outcome: A healthier and higher quality built environment

2.4.1

Consistent high level of user satisfaction of council parks

% **Not set** **89**

Baseline year

Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.

2.4.2

Reduction in the number of conservation areas at risk

No. **5** **5**

GREEN

The five conservation areas at risk are Benfield Barn, East Cliff, Queens Park, Sackville Gardens, and Valley Gardens.

2.4.3

Reduction in the number of listed buildings at risk

No. **14** **16**

AMBER

Three listed buildings have been removed from the at risk register during the year but six more have been added. The council has no influence over buildings that come into a state of disrepair.

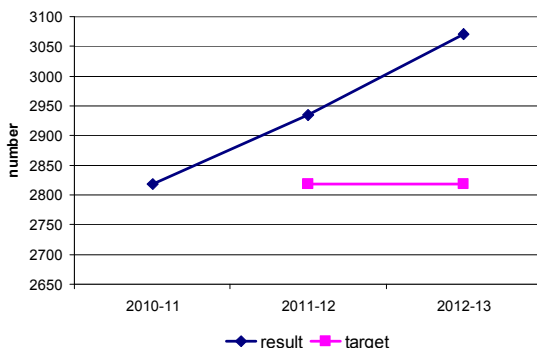
2.4.4

Increase in the number of allotment plots available


No. **2,818** **3,070**

GREEN

There has been an increase of 136 allotment plots in the city over 2012/13.



**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status												
<p>2.4.5 Reduction in the number of residents awaiting an allotment plot</p> <table border="1"> <caption>Data for 2.4.5 Line Graph</caption> <thead> <tr> <th>Year</th> <th>Result</th> <th>Target</th> </tr> </thead> <tbody> <tr> <td>2010-11</td> <td>1700</td> <td>1700</td> </tr> <tr> <td>2011-12</td> <td>2100</td> <td>1700</td> </tr> <tr> <td>2012-13</td> <td>1792</td> <td>2100</td> </tr> </tbody> </table>	Year	Result	Target	2010-11	1700	1700	2011-12	2100	1700	2012-13	1792	2100	No.	2,071	1,792	 GREEN
Year	Result	Target														
2010-11	1700	1700														
2011-12	2100	1700														
2012-13	1792	2100														
<p>Demand for allotment plots in the city is high. However, the number of residents awaiting an allotment plot reduced this year by 279.</p>																
<p>2.4.6 Increase in the proportion of approved planning applications for new build (residential) development committing to high standards of environmental design</p>	%	Not set	See text													
<p>There is not a finite figure for this indicator. The mechanisms available in planning to influence this outcome are determined by current local and national policy. There is information available on approved applications committing to meet the Code for Sustainable Homes levels 3, 4 and 5 for the period July 2011 to May 2013. Over this period, 100% of approved applications for new build homes committed to meet markers (steps towards target) set in the Government's roadmap towards zero carbon homes in 2016. The baseline marker set for the period 2011-2013 is Code level 3. 64% of these applications committed to achieving this marker. The remaining 36% committed to levels above the marker as this is recommended by local policy, with 11% of these committing to Code level 5, which equates to zero carbon and complies with targets set for 2016.</p>																
<p>2.4.7 Enforcement notices regarding appearance of sites/buildings</p>	No.	Not set	Available June 2013													
<p>Currently, the council is able to issue an enforceable notice under Section 215 of the Town and Country Planning Act 1990, requiring the owner or occupier to improve the condition of the land or building.</p> <p>This is a proxy measure to replace 'Reduction in complaints regarding appearance of sites/buildings'</p>																

**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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2.5. Outcome: Protection and enhancement of the city's natural environment

2.5.1

Maintain the condition of the city's two Sites of Special Scientific Interest (SSSI)

No.

2

2



GREEN

The city's two SSSIs, Brighton to Newhaven Cliffs, and Castle Hill near Woodingdean, both meet the Government's Public Service Agreement targets and are in favourable condition.

2.5.2

Improvement in groundwater status

Poor

Groundwater status is assessed according to both quality and quantity of groundwater. Current condition remains poor. This is measured by the Environment Agency and is determined both by groundwater quantity and quality; this is significant because 100% of the city's drinking water comes from the chalk aquifer - groundwater.

Under the Water Framework Directive, the Brighton Chalk groundwater body is at good status for groundwater quality, however it is at risk for urbanisation, nitrate, phosphate, pesticides, chlorinated solvents, nitrate trends, saline intrusion and as a Drinking Water Protected Area. We are seeing decreasing trends in atrazine but do see the occurrence of other pesticides in the groundwater. Nitrate concentrations are generally rising and a recent review of the data suggests the groundwater body is at risk of failing the Drinking Water Protected Area test in the next round of classification.

The Brighton Chalk is at poor status for groundwater quantity due to the water balance test and the potential impact of surface waters. There are investigations into groundwater abstractions in the catchment. There is an ongoing investigation at Lewes Winterbourne, which is not compliant for water resources and is not supporting good ecological status. There is also a Brighton and Worthing Chalk groundwater model currently being developed.

The next step towards updating the River Basin Management Plan in 2015 is to consult on significant water management issues. This consultation is called Challenges and Choices and will be published on 22 June 2013. The results of our recent interim classification work will be incorporated. This is likely to show the Brighton Chalk block may become poor status for groundwater quality due to the rising trends in nitrate.

Outcome: Dignified and decent treatment of animals

2.6.1

Continue to meet the standards for the control system for animal health

Not collected

East Sussex collected this information on behalf of Brighton and Hove but as the requirement to collect it was stopped with the ending of the National Indicator set, it has stopped being collected.

**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
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3. Priority Three: Engaging People Who Live and Work in the City

3.1. Outcome: A council that is easy to contact and demonstrates that it listens to residents

3.1.1

Increase in customer satisfaction levels with the council

% Not set 69

Baseline year

Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.

3.2. Outcome: Improved collaboration between the council and communities

3.2.1

Increase in percentage of people who feel that they belong to their local neighbourhood

% Not set 76

Baseline year

Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.

3.2.2

Increase in percentage of people participating in decision making groups that affect their area

% Not set 18

Baseline year

Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.



**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
3.3. Outcome: Improved council engagement with businesses				
3.3.1				
Increase in number of businesses represented and involved in council and city planning and decision making			12	
				Businesses are represented in 12 of the 14 city's partnerships. The only partnerships they are not represented at are the City Inclusion partnership and the City Engagement partnership.
3.4. Outcome: A more open and transparent council				
3.4.1				
Increase in the number of e-petitions submitted to council	No.	Not set	37	
				13 e-petitions were submitted to Council and there were an additional 24 that went to various committees, making a total of 37. In 2011/12 there were 45 e-petitions for the year; these are relatively small numbers overall so there is likely to be some volatility in the results.
3.4.2				
Increase in webcast views of council and cabinet meetings	No.	Not set	31,197	
				This is a very significant increase since 2011/12 when there were 12,845 views of council meetings.
3.4.3				
Increase in the number of public questions and deputations to Council and Cabinet meetings	No.	Not set	Public questions 52 Deputations 24	
				The number of public questions and deputations submitted to the Council and meetings varies depending on the nature of the issues; with the introduction of the committee system there has been an increase in public questions from 33 in 2011/12.


**Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
<p>3.4.4 Increase in the percentage of people who feel they can influence decisions in their locality</p>	%	Not set	55	
<p><i>Baseline year</i></p>				<p>Taken from the City Tracker survey of 1000 Brighton & Hove city residents by telephone, published in November 2012. The City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.</p>

Appendix 3 – BHCC Corporate Plan measures of success:
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Indicator	Unit	Target	Result	Status
4. Priority Four: Modernising the council				
4.1 Outcome: A responsible and empowering employer				
4.1.1				
Decrease in percentage of employees responding that they have experienced discrimination or harassment or bullying in the last 12 months	%	Less than 15	Available later in 2013	
			The 2011 result of 18% was an increase of 3% more than the 15% result of the Staff Survey in 2009 and is based on the number of staff who completed the survey. The next Staff Survey will take place during 2013 and is currently in development.	
4.1.2				
Increase in percentage of employees who declare that they have a disability as a percentage of the total workforce (not including schools)	%	5	7.25	 GREEN
			OHR indicator BV016a We are in the process of reviewing our targets based on census data and data on those economically active within the local community. We have also undertaken an exercise to reduce the unknowns for all protected characteristics.	
			(see Appendix 5 ref BV016a)	
4.1.3				
Increase in percentage of employees who declare that they are from an ethnic minority as a percentage of the total workforce (not including schools)	%	5	5.6	 GREEN
			OHR indicator BV017 We are in the process of reviewing our targets based on census data and data on those economically active within the local community. We have also undertaken an exercise to reduce the unknowns for all protected characteristics.	
			(see Appendix 5 ref BV017)	

**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
4.1.4 Decrease in number of working days/shifts lost due to sickness absence (not including schools)	No.	10	10.4	 AMBER
<p>OHR indicator BV012aq The 2012-2013 outturn of 10.4 is a 14% increase on last years result. Much of this increase can be attributed to the high increase in infections/norovirus periods (see infections/stomach/Chest Respiratory in attached appendix). Research will be carried out over the next few months to see how we compared with other authorities, particularly short term absence.</p> <p style="text-align: right;"><i>(see Appendix 5 ref BV012aq)</i></p>				

4.1.5 Increase in the number of staff receiving Individual Performance Reviews (IPR)	%	Not set	Staff survey to take place during 2013
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2009/10 Staff Survey reported 73% of staff who completed the survey had received an IPR.

4.1.6 Increase in staff who would tell others the council is a good employer	%	Not set	Staff survey to take place during 2013
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Data for an overall staff satisfaction measure is unavailable through the Staff Survey. This has been replaced with a proxy indicator 'How much do you agree or disagree with the following: I would tell others the council is a good employer?' The 2011 Staff Survey reported that 58% strongly agree or agree, 31% neutrality, 11% disagree or strongly disagree.

4.2. Outcome: Excellent customer service

4.2.1 **Reduction in customer repeat contact as they need only tell us once**

We are currently unable to collect the information required for this measure. The Customer Experience Management system is to be introduced to the City Infrastructure service initially in July 2013. The project is to run alongside work on creating paperless systems and a redesign of face-to-face service for customers and will be measured as Ease of Effort in 2013/14.

**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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4.2.2

A consistent customer experience for common transactions

We are currently unable to collect the information required for this measure. The Customer Experience Management system is to be introduced to the City Infrastructure service initially in July 2013. The project is to run alongside work on creating paperless systems and a redesign of face-to-face service for customers and will be measured as Ease of Effort in 2013/14.

4.2.3

Quicker turnaround time of customer transactions

We are currently unable to collect the information required for this measure. The Customer Experience Management system is to be introduced to the City Infrastructure service initially in July 2013. The project is to run alongside work on creating paperless systems and a redesign of face-to-face service for customers and will be measured as Ease of Effort in 2013/14.

4.3 Outcome: An efficient and effective council

Strategic Risk – Pay & Allowances Modernisation

Residual Risk Score = 12




AMBER 

Background – The pay, terms and conditions of employees of Brighton & Hove City Council are constructed from a number of different sources. Key terms and conditions such as pension rights and entitlement to sick pay are agreed nationally. Basic pay is governed by the council’s job evaluation and grading system which was implemented in January 2010 and the rates of pay are set in accordance with nationally agreed pay scales. In addition, a significant number of staff receive allowances and additional payments because of the nature and pattern of the work that they do. These allowances are locally determined but over time the current system has become complex, is based on historic requirements and is no longer fit for purpose. Pay Modernisation is designed to implement a new system of allowances that is fair, consistent, modern and transparent and takes into account relevant legislation and case law, in particular in relation to equal pay and broader employment law.

Potential Risk Scenario – *a potential or actual risk or opportunity which needs to be managed in order to better achieve the Sustainable Community Strategy objectives*

Pay Modernisation is critical to ensure a fair, consistent, modern and transparent system of pay. Failure to implement an appropriate system of pay could lead to significantly greater legal and financial risks in future; service disruption during the implementation phase; and reputational damage.

**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
4.3.1 Increase in the proportion of staff working under new workstyle arrangements	No.	450	722	 GREEN
This includes all staff under Workstyles phase 2 between December 2011 and May 2013.				
4.3.2 Achieve a 'desk to people' ratio of 7:10 (full time employees)	Ratio	7:10	7:10	 GREEN
On average for every 10 full time equivalent employees there are 7 workstations. The ratio varies from team to team depending on specific needs.				
4.3.3 Reduction in office accommodation by 30%	%	30	58	 GREEN
For the 722 staff included in Workstyles phase 2 there has been a 58% reduction in floor space.				
4.3.4 Reduction in the council's Carbon Dioxide emissions (from its operations)	tonnes	4% reduction	Available July 2013	
2012/13 result will be available July 2013. Below is commentary given for 2011/12 - the latest available result. The accuracy of our carbon footprint improves year on year and this means additional data is captured to reveal a more accurate picture. Despite this, the latest data indicates that we have seen a 3.3% reduction in emissions between 2010/11 and 2011/12. In April 2012 the council set carbon budgets to provide accountability in carbon emissions in 2012/13 and a 4% reduction target has been set for housing, schools, corporate buildings, street lighting, fleet fuel and work-related travel. Going forward, One Planet principles will underpin our future strategy to reduce carbon emissions from local authority operations. For our buildings we are starting feasibility work on developing a detailed zero carbon programme, this plan will be in place within 3 years. Note: the 2010/11 result has been recalculated in line with improved methodologies, and has been restated to 38,731 tonnes. The council's Sustainability Action Plan (SAP) is the council's action plan to support One Planet Living in the city and includes actions to deliver positive change in reducing emissions.				
4.3.5 Reduction in the annual cost of council business travel	£ Million		Data not available	
Data is currently unavailable for this indicator. The Staff Travel Plan post has not been filled due to financial pressures and therefore the original target to fully assess business mileage by June 2013 has not been met. Work is underway to look at how this can be absorbed within existing resources. This indicator will be changed. Measuring a reduction in annual cost is not a reliable indicator with continually increasing fuel prices; however reporting the reduction in the annual CO2 emissions from council business mileage show both a reduction in travel and likely shift in type of transport used.				

**Appendix 3 – BHCC Corporate Plan measures of success:
Annual Performance Update 2012-13 DRAFT**

Indicator	Unit	Target	Result	Status
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4.3.6

Reduction in waste produced from council operations

The council's corporate commercial waste contractors have installed weighing equipment on the vehicles that collect waste from council buildings and monitoring of waste data began from 1 April 2013. From July/August 2013 waste reporting data will be available and the most appropriate routes for reporting will be agreed.

4.3.7

Decrease in the number of separate software applications

Further work will be done to establish relevant data for this indicator.

4.4 Outcome: Value for money

Strategic Risk – Financial Outlook for the Council

Residual Risk Score = 16

RED 

Background – Reductions in central government funding are expected to continue well beyond the current Comprehensive Spending Review period through to 2020. The changes to local government funding introduced in 2013/14 will also transfer greater risks to the council, particularly in relation to Business Rate valuation appeals. There is a cumulative impact of reductions in government funding to other public agencies in the city.

Potential Risk Scenario – *a potential or actual risk or opportunity which needs to be managed in order to better achieve the Sustainable Community Strategy objectives*

The council will need to continue robust financial planning in a highly complex environment. Failure to do so could impact on financial resilience and mean that outcomes for residents are not optimised.

4.4.1

Achievement of our value for money saving targets

£ Million

6.93

10.08



GREEN

OHR indicator

Provisional financial year position the total Value for Money savings achieved was £10.080m. This includes an over achievement of £3.385m by Children's Services. There was a small underachievement of £0.377m (5%) across corporate value for money areas. This has been addressed in 2013/14 budget setting.

(see Appendix 5 ref A01)



Brighton & Hove City Council - Appendix 5

Performance Report

Apr 12 - Mar 13



Organisational Structure

Related Plan : Organisational Health Report - Annual
Staff : ALL
Display off track actions only:OFF
Budget Type : ALL
Committee : ALL

ORGANISATION



Performance Indicators

	Apr 12 - Mar 13	Unit	Target	Actual	
A01 - Progress towards achieving value for money savings target (£ million)		£	6.93	10.08	 GREEN

Latest Comment

At TBM provisional outturn the total Value for Money savings achieved was £10.080m. This includes an overachievement of £3.385m by Children's Services. There was a small underachievement of £0.377m (5%) across corporate VFM areas. This has been addressed in 2013/14 budget setting.

A02 - Percentage variance to budget

	%	0.00	-2.10	 GREEN
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Latest Comment

The Total Council Controlled Budget provisional outturn is -2.1% (£4.201m) under spend in 2012/13.

A03 - Percentage variance on corporate critical budgets

	%	0.00	-11.00	 GREEN
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Latest Comment

The Council Controlled Corporate Critical Budget at TBM provisional outturn have come in under budget at £5.422m under spend (-11%).

BV008 - % of invoices for commercial goods and services that were paid within 30 days (calc quarterly)

	%	94.00	94.10	 GREEN
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Latest Comment

During 2012/13 198,002 of the 210,416 invoices received (94.10%) were paid within 30 days.

BV008 Local - Percentage of invoices from SME (Small or Medium Enterprises) and individuals that are paid within 10 working days of receipt

	%	80.00	85.13	 GREEN
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Latest Comment

During 2012/13 140,057 of the 164,524 invoices received (85.13%) were paid within 10 days.

BV009 - % of council tax collected monthly (year to date)

	%	97.75	97.66	 YELLOW
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Latest Comment

Council tax collection at the end of March stands at 97.66% and is slightly down on the end of year target of 97.75% by 0.09%. The monthly collection rate for March is 1.66% compared with 1.55% for the same period last year and 2.74% for February.

Council tax performance is very similar to last year. General economic circumstances continue to be difficult for many of our customers and early indications are that many other authorities have struggled to improve performance.

Graham Bourne

BV010 - % of non-domestic rates collected monthly (year to date)

	%	98.66	98.32	 YELLOW
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Latest Comment

The NDR collection figure for March 2013 stands at 98.32%, 0.34% down on end of year target of 98.66% and 0.23% down on the 11/12 result of 98.55%. The result for March stands at 0.25% compared with 0.04% for the same period last year and 1.52% for February. This reflects the continuing economic down turn, and also Net Collectable Debt has risen from 93.13M in 2010/11 to £103.21M in 2012/13. This is due to the business rates being increased by the rate of inflation each year and also the reduction of protection granted to businesses who were hit by large increases to their rateable value at the last revaluation in 2010.

Performance Indicators

	Apr 12 - Mar 13	Unit	Target	Actual	
BV011a - % of top 5% of earners that are women		%	52.00	54.94	

Latest Comment

At the end of March, 139 of the 253 top earners i.e. 54.94% are female compared with 54.03% at the end of December 2012 and 53.91% for the same period last year.

BV011b - % of top 5% of earners who declare that they are from an ethnic minority

	%	3.50	5.15	
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Latest Comment

At the end of March, 12 of the 233 top earners (who declared information) i.e. 5.15% were from an ethnic minority compared to 5.6% at the end of December 2012 and 3.43% for the same period last year. There are 253 top earners but 20 (8%) have not declared whether they are from an ethnic minority.

We are in the process of reviewing our targets based on census data and data on those economically active within the local community. We have also undertaken an exercise to reduce the unknowns for all protected characteristics.

BV011c - % of top 5% of earners who declare that they have a disability

	%	5.50	4.82	
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Latest Comment

At the end of March, 11 of the 228 top earners (who declared information) i.e. 4.82% have a disability compared with 4.85% at the end of December 2012 and 4.78% for the same period last year. There are 253 top earners but 25 (9.9%) have not declared whether they have a disability. We are in the process of reviewing our targets based on census data and data on those economically active within the local community. We have also undertaken an exercise to reduce the unknowns for all protected characteristics.

BV011d - % of top 5% of earners who declare that they are LGBT

	%	15.20	14.61	
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Latest Comment

At the end of March, 14.6% of the top 5% of earners (26 out of 178 who declared their sexuality) were LGBT compared with 14.6% at the end of December and 15.2% for the same period last year. The number of staff declaring their sexuality as unknown was 75 out of a total of 253 staff. Therefore 30% of staff have not declared their sexuality. We have undertaken an exercise to reduce the unknowns for all protected characteristics.

BV012a - Average number of working days / shifts lost per Full Time Equivalent (FTE) due to sickness absence so far this year (not including schools)

	No.	10.00	10.43	
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Latest Comment

The result is the average days lost due to sickness per Full Time Equivalent (FTE) employee.

The 2011/12 overall result was 9.13 days against a target of 10. The total for 2012/13 is 10.43 days. This equates to 44,185 days in total (based on an average of 4,235 FTE employees). During March, 3,866 days were lost due to sickness from a total of 4,278 FTE's (0.9 days). This is compared to last month's result of 0.93 days and 0.77 days for the same month last year.

Overview

Following the standard re-running of January and February to capture the late inputting, the 2012-2013 output is 10.43, a 14% increase on last years result. Much of this increase can be contributed to the high increase in infections/norovirus periods (see infections/stomach/Chest Respiratory in attached appendix). Research will be carried out over the next few months to see how we compared with other authorities, particularly short term absence.

N Power



Performance Indicators

BV012bq - Average number of working days / shifts lost per Full Time Equivalent (FTE) due to short term sickness absence (not including schools) quarterly



Latest Comment

Short term sickness is defined as any sickness under the 28 day long term sickness trigger point.

The end of year 2012/13 average days lost due to short term sickness is higher than it was last year being 4.5 days compared to 3.86 days. This equates to 19,135 days in total (based on an average of 4,235 FTE employees).

Nick Power

Bv012cq - Average number of working days / shifts lost per Full Time Equivalent (FTE) due to long term sickness absence (not including schools) quarterly



Latest Comment

Long term sickness is defined as any sickness absence beyond 28 days.

The year to date average days lost due to long term sickness is higher than it was last year being 5.92 days compared to 5.27 days. This equates to 25,054 days in total (based on an average of 4,235 FTE employees).

N Power

BV016a - % of employees who declare that they have a disability as a percentage of the total workforce who declare whether they have a disability (not including schools)



Latest Comment

At the end of March, 7.25% of employees (303 of 4,181 staff who declared their disability) declared that they met the disability definition. This compares with 7.01% at the end of December 2012. 16.2% (809 of 4,990 staff) did not declare whether or not they had a disability.

We are in the process of reviewing our targets based on census data and data on those economically active within the local community. We have also undertaken an exercise to reduce the unknowns for all protected characteristics.

Equalities Overview

The standout difference from last quarter is the 3.4% increase of employees who consider themselves to have a disability. Of the additional 11 employees, 5 were new employees to the Council in Quarter 4. The other 6 were due to the continuing equality data capture project.

N Power

BV017 - Staff who declare that they are from an ethnic minority as a % of the total workforce (not including schools)



Latest Comment

At the end of March, 5.6% of employees (241 of 4,324 staff who declared their ethnicity) declared that they were from an ethnic minority. This compares with 5.6% at the end of December 2012. 13.3% (666 of 4,990 staff) did not declare their ethnicity.

We are in the process of reviewing our targets based on census data and data on those economically active within the local community. We have also undertaken an exercise to reduce the unknowns for all protected characteristics.



Performance Indicators	Apr 12 - Mar 13	Unit	Target	Actual	
BV018 - % of staff who declare themselves to be LGBT		%	12.30	11.73	

Latest Comment

At quarter 4, 11.73% (396 of 3376 staff who declared their sexuality) were LGBT compared with 12.2% for the same period last year. 32.3% (1,614 of 4,990) of the workforce did not declare their sexuality. We have undertaken an exercise to reduce the unknowns for all protected characteristics.

BV156 - % of authority buildings open to the public with all public areas suitable for and accessible to people with disabilities (calc)		%	88.00	88.15	
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Latest Comment

Total buildings/areas within buildings/open spaces currently available to the general public in Brighton & Hove is 135. Although this is the same as last quarter, Chimneys Family Centre has been removed from the list of not accessible public buildings and moved to Sellaby House (a former non public building which has been refurbished and made accessible to the public).. The total Public Buildings audited and currently accessible (DDA standards) is 119. This now means that 88.15% of our public buildings meet this standard and this achieves the year end target of 88%.
Lesley Hughes

C01 - The number of leavers from the council (permanent staff)		No.	N/A	21.00	
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Latest Comment

There were 21 leavers in March and 13 in February. So far this year there have been 283 leavers (compared with 372 this time last year) and 167 starters. There is no specific target set against this indicator, information is presented for comparison against other indicators like the new starters and Agency workers employed.

C02 - The number of leavers from the council (all staff)		No.	N/A	33.00	
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Latest Comment

There were 33 leavers in March and 13 in February. So far this year there have been 393 leavers (compared with 517 this time last year) and 313 starters. There is no specific target set against this indicator, information is presented for comparison against other indicators like the new starters and Agency workers employed.

C03 - The number of new starters at the council (permanent staff)		No.	N/A	10.00	
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Latest Comment










There were 10 new starters in March and 10 in February. So far this year there have been 167 starters (compared with 103 this time last year) and 283 leavers. There is no specific target set against this indicator, information is presented for comparison against other indicators like the leavers and Agency workers employed.















C04 - The number of new starters at the council (all staff)		No.	N/A	23.00	
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Latest Comment

There were 23 new starters in March and 16 in February. So far this year there have been 313 starters (compared with 265 this time last year) and 393 leavers. There is no specific target set against this indicator, information is presented for comparison against other indicators like the leavers and Agency workers employed.



Performance Indicators	Apr 12 - Mar 13	Unit	Target	Actual
C05 - Coaching and Advice - New HR cases: Capability		No.	N/A	0.00
Latest Comment There were no new capability cases during March. There were 10 in 2011/12 and 4 during 2012/13. There is no target set for these HR case indicators				
C06 - Coaching and Advice - New HR cases: Disciplinary		No.	N/A	3.00
Latest Comment There were 3 new disciplinary cases in March, 54 in 2011/12 and 77 during 2012/13. There is no target set for these HR case indicators				
C07 - Coaching and Advice - New HR cases: Grievance		No.	N/A	1.00
Latest Comment There was 1 new grievance case in March, 70 in 2011/12 and 37 during 2012/13. There is no target set for these HR case indicators				
C08 - Coaching and Advice - New HR cases: Probation		No.	N/A	0.00
Latest Comment There were no new probation cases during March, 4 in 2011/12 and 5 during 2012/13. There is no target set for these HR case indicators				
C09 - Coaching and Advice - New HR cases: Sickness		No.	N/A	3.00
Latest Comment There were 3 new sickness cases in March, 46 in 2011/12 and 25 during 2012/13. Only sickness cases that are potential dismissal cases are shown. There is no target set for these HR case indicators				
C10 - Spend on agency workers (£,000's)		£	290.50	471.70
Latest Comment The £290.5 monthly target is the average monthly for 2011/12. The organisation has gone through some significant reshaping in the last 12 months and spend on Agency workers has increased as strict limits on external recruitment into vacant posts has been in place throughout the year.				
C11 - The number of posts occupied by agency workers		No.	205.00	287.00
Latest Comment See comments on Agency Spend above.				

Performance Indicators	Apr 12 - Mar 13	Unit	Target	Actual	
D01 - Total number of Stage 1 complaints		No.	136.00	154.00	
Latest Comment In 2012/13, 1642 Stage 1 complaints have been received. This compares to 1637 for 2011/12. The general increase in Stage One complaints between December 2012 and March 2013 have mostly occurred in City Clean and Revenues.					
D02 - % of Stage 1 complaints upheld or partially upheld		%	29.00	34.42	
Latest Comment The last four months is showing an increase in proportion of complaints upheld, this appears to mainly apply to City Clean and Housing Services.					
D03 - Total number of Stage 2 complaints		No.	14.00	11.00	
Latest Comment For 2012/13, 151 Stage 2 complaints compared to 165 for 2011/12.					
D04 - % of Stage 2 complaints upheld or partially upheld		%	24.00	18.18	
Latest Comment The number of stage 2 complaints upheld or partially upheld has reduced in 2012/13 to 31, from 40 in 2011/12, and 57 in 2010/11.					
D05 - Total number of LGO complaints		No.	6.75	4.00	
Latest Comment There has been 1 LGO complaint upheld or partially upheld so far this year.					
D06 - Number of LGO complaints upheld or partially upheld		No.	1.50	0.00	
Latest Comment There has been 1 LGO complaint upheld or partially upheld so far this year.					
D08 - Health Safety and Wellbeing - Total Incidents - including near miss reports		No.	N/A	61.00	
Latest Comment 65 days from 6 separate incidents broken down as follows: 16, 12, 6, 15, 3 and 27 (although 14 days of this went over into April so only 13 are included in the monthly total.) [No target set - monitor the trend]					
D09 - Health Safety and Wellbeing - RIDDOR reported incidents		No.	N/A	4.00	
Latest Comment [No target set - monitor the trend]					



Performance Indicators

ICE1a - Number of telephone calls answered by public-facing services monthly

Apr 12 - Mar 13



Unit

#

Target

N/A

Actual

38,342.00

Latest Comment

The services included in this total are Access Point, Development Control, Family Information Service, Housing Management, Museums, Parking Services, Revenues, School Admissions and Visitor Information. Data for March 2013 for Cityclean and Benefits is currently unavailable.

Due to a change in call reporting software, calls to Benefits and Revenues in November and December are currently unavailable, significantly impacting the total reflected.

SUS01 - Tonnes of Carbon Dioxide emissions - CORPORATE

No.

12,766

13,513.00

**Latest Comment**

General Commentary - These indicators incorporate carbon emissions resulting from gas, electricity and oil consumption for corporate, schools and HRA housing in 2012/13. Data is based on both actual and estimated billing data. The target for carbon emissions in 2012/13 was to see a 4% reduction on the previous year footprint.

As shown in the data, the targets were not met in 2012/13 but this is mostly down to 12/13 being markedly colder than 11/12 and so increased energy was required to heat our buildings. To account for this, heating degree day data has been applied to the footprint which allows us to adjust energy-consumption figures to factor out the variations in outside air temperature, and in theory allows us to compare on a like-for-like basis. Taking this into consideration, performance appears significantly better: Corporate emissions would have reduced by 6.4%, Housing emissions would have reduced by 11.9% and School emissions would have reduced by 10.4%.

*Collection of emissions data is complex and while much work has been done to improve the accuracy and reliability of the council's carbon footprint there is still more to do. The data reported here is based on the best information we have available at this moment in time.

**Throughout the year the portfolio changes, including the addition and removal of buildings, whilst it is possible to restate the footprint to account for major changes, it is not possible to account for each and every change.

Corporate - In 2012/13 the main carbon reduction activity for corporate buildings was focussed on the Workstyles programme, including rationalisation of buildings and improvements made in those retained buildings. Solar PV panels were installed on Moulsecomb Hub and Hove Town Hall and are currently being installed on Barts House. Improvements through the planned maintenance budget included some insulation improvements, boiler replacements and heating controls. Emerging plans for 2013/14 include an insulation programme, Building Management System improvements and scoping work for a larger scale Energy Performance Contract to retrofit a selection of buildings.

SUS02 - Tonnes of Carbon Dioxide emissions - HOUSING

No.

6,113.00

6,320.80

**Latest Comment**

See also the general explanation in SUS01.

Housing - Housing has in place a rolling capital programme to invest in new boilers and energy efficient lighting in housing blocks which was successfully rolled out in 2012/13 and continues into 13/14.

SUS03 - Tonnes of Carbon Dioxide emissions - SCHOOLS

No.

10,225

10,642.00

**Latest Comment**

See also general comment on SUS01.

Schools - Plans for energy efficiency in schools in 2012/13 was limited but included planned maintenance improvements to insulation, some boiler replacements and an oil to gas conversion. 5 Schools were also provided with energy audits to assess the potential for reducing emissions in their buildings. Plans for 2013/15, pending approval of funding, include an insulation programme for all schools as well as investigation of a Building Management Strategy to improve control of existing plant equipment.

Appendix 6 - New Organisational Health Indicator List

The shaded indicators are part of the corporate plan.

Service Area	Data Type / Category	Measure	ELT Responsibility	When
Children	Health - Children	Prevalence of breast-feeding at 6-8 wks from birth	Heather Tomlinson	Quarterly
Children	Attainment Corp 1.1.3	Corp 1.1.3 - Learners with Special Educational Needs gap in percentage attaining 5+ A* to C grades in GCSEs including English at Maths	Heather Tomlinson	Annual
Children	Attainment Corp 1.1.4	Corp 1.1.4 - Learners eligible for Free School Meals gap in percentage attaining 5+ A* to C grades in GCSEs including English at Maths	Heather Tomlinson	Annual
Children	NEETs Corp 1.1.6	Percentage of young people not in education, employment or training	Heather Tomlinson	Quarterly
Children	Youth Offending Corp 1.1.7	Percentage of young people who are first time entrants or become known to prevention who are re-offending	Heather Tomlinson	Quarterly
Children	Corporate Parenting Corp 1.1.10	Stability of placements of looked after children: % of children with three or more placements	Heather Tomlinson	Monthly
Children	Corporate Parenting	Looked After Children rate per 10,000 Under 18	Heather Tomlinson	Monthly
Children	Corporate Parenting Corp 1.1.11	Child Protection Plan Rate per 10,000 Under 18	Heather Tomlinson	Monthly
Children	Corporate Parenting	Average time between a child entering care and moving in with adopters (days)	Heather Tomlinson	Monthly
Children	Attendance	School Attendance - Secondary	Heather Tomlinson	Half Yearly
Children	Attendance	School Attendance - Primary	Heather Tomlinson	Half Yearly

Appendix 6 - New Organisational Health Indicator List

Service Area	Data Type / Category	Measure	ELT Responsibility	When
Children	Attainment	Early Years - Ofsted inspections judgements of Childcare providers % good or outstanding	Heather Tomlinson	Half Yearly
Children	Attainment	Foundation Stage - Narrowing the gap between the lowest achieving 20% of pupils and the rest	Heather Tomlinson	Annual
Children	Attainment	CPP 3.1 - Achievement of 5 or more A* to C grades at GCSE or equivalent including English and Maths	Heather Tomlinson	Annual
Children	Poverty Corp 1.1.15	Proportion of children living in Poverty	Heather Tomlinson	Annual
Children	Troubled families	Troubled families - Number of families/households successfully engaged in the Programme (Quarterly)	Heather Tomlinson	Quarterly
Children	Troubled families	Troubled families - Number of families/households where payment by results achieved (Quarterly)	Heather Tomlinson	Quarterly
Children	Youth Offending	Percentage of young offenders where the court disposal results in a custodial sentence	Heather Tomlinson	Quarterly
ASC	Adults Corp 1.2.1	NI130 - % Social care clients receiving Self Directed Support	Denise D'souza	Quarterly
ASC	Adults Corp 1.2.3	ASC PC 1Local(ii) % of carers who receive an assessment and services or advice/information	Denise D'souza	Quarterly
ASC	Adults	ASC PC 2A (1) Permanent admissions of younger adults to residential and nursing care homes per 100,000 population	Denise D'souza	Quarterly

Appendix 6 - New Organisational Health Indicator List

Service Area	Data Type / Category	Measure	ELT Responsibility	When
ASC	Adults	ASC PC 2A(2) Permanent admissions of older adults (65+) to residential and nursing care homes per 100,000 population	Denise D'souza	Quarterly
ASC	Safeguarding	PLACEHOLDER - 100% target re quality audits	Denise D'souza	TBC
Public Health	Substance misuse Corp 1.4.3	Percentage of substance misuse treatments where clients leave treatment having met the goals of their care plan	Tom Scanlon	Quarterly
Public Health	Obesity Children	CPP 4.3 - Obesity in primary school age children in Reception - percentage of children measured this year who are obese	Tom Scanlon	Annual
Public Health	Obesity Children	CPP 4.4 - Obesity in Primary school age children in Year 6 (10-11 years) - percentage of children measured this year who are obese	Tom Scanlon	Annual
Public Health	Alcohol Corp 1.4.1	CPP 4.1 - Alcohol related hospital admissions per 100,000 population (NI 039)C	Tom Scanlon	Monthly
Public Health	Teenage Pregnancy Corp 1.1.17	CPP 4.5 - Under 18 conception rates per 1000 women	Tom Scanlon	Annual
Crime	Hate Crime Corp 1.7.5	CPP 2.7 – Number of police recorded racist and religiously motivated hate incidents and crimes	Tom Scanlon	Quarterly
Housing	Decent Homes Corp 1.3.1	CPP 5.1 - % council homes that meet the Decent Homes Standard	Geoff Raw	Monthly
Housing	Homelessness	PLACEHOLDER - Homelessness - Housing Options Presentations	Geoff Raw	Monthly
Housing	Homelessness Corp 1.3.6	CPP 5.3 - Total households where homelessness was prevented by BHCC and partner agencies, through housing advice case work	Geoff Raw	Quarterly

Appendix 6 - New Organisational Health Indicator List

Service Area	Data Type / Category	Measure	ELT Responsibility	When
Housing	Built Environment Corp 1.3.2	Increase in the supply of ready to develop land	Geoff Raw	Annual
Waste	OPL/SAP Corp 2.3.1	CPP 6.2 - Residual household waste per household (Kg) (previously NI 191)	Geoff Raw	Monthly
Waste	OPL/SAP Corp 2.3.2	CPP 6.3 - Percentage of household waste sent for reuse, recycling and composting (previously NI 192)	Geoff Raw	Monthly
Waste	OPL/SAP Corp 2.3.3	NI193 Percentage of municipal waste land filled	Geoff Raw	Monthly
Waste	Customer Satisfaction	Number of missed residential refuse bins	Geoff Raw	Monthly
Waste	Customer Satisfaction	The number of missed recycling collections	Geoff Raw	Monthly
Emissions	Air Quality Corp 2.2.9	Air Quality - Nitrogen Dioxide levels in Brighton and Hove: Lewes Road and North Street continuous analysers	Geoff Raw	Annual
Natural Environment	Conservation	Local Wildlife Sites designated (monitored under the Single Data List) in positive conservation management.	Geoff Raw	Annual
Legal and Democratic Services	Open and Transparent Council Corp 3.4.2	Number of people watching web cast Council meetings	Abraham Ghebre-Ghiorghis	Quarterly
Legal and Democratic Services	Open and Transparent Council	Number of people watching web cast of "Open Door" sessions	Abraham Ghebre-Ghiorghis	Quarterly
Customer	Customer Satisfaction	City tracker - D10 - Agreement that the Council uses money wisely	Catherine Vaughan	3 Waves
Customer	Customer Satisfaction Corp 3.1.1	City Tracker - D11 - Overall satisfaction with Council Services in the local area	All	3 Waves

Appendix 6 - New Organisational Health Indicator List

Service Area	Data Type / Category	Measure	ELT Responsibility	When
Customer	Complaints	Number of stage 1 complaints received	Paula Murray	Quarterly
Customer	Complaints	Percentage of stage 1 complaints upheld or partially upheld	Paula Murray	Quarterly
Customer	Complaints	Number of stage 2 complaints received	Paula Murray	Quarterly
Customer	Complaints	Percentage of stage 2 complaints upheld or partially upheld	Paula Murray	Quarterly
Customer	Complaints	Number of complaints referred to the Local Government Ombudsman	Paula Murray	Quarterly
Customer	Complaints	Number of complaints referred to the Local Government Ombudsman that are upheld or partially upheld	Paula Murray	Quarterly
Customer	Complaints	Number of improvement actions implemented as a result of learning from complaints	Paula Murray	Quarterly
Customer	City Tracker	Percentage of people who feel they can influence decisions in their locality	Paula Murray	Annual
Customer	City Tracker Corp 2.4.1	Consistent high level of user satisfaction of council parks	Geoff Raw	Annual
Customer	City Tracker Corp 3.4.4	Increase in the percentage of people who feel they can influence decisions in their locality	TBC	Annual
Employee Satisfaction	Bullying Corp 4.1.1	Percentage of employees who respond that they have experienced bullying at work	TBC	Every two years
Workforce	Sickness Corp 4.1.4	Average days lost due to Sickness	Catherine Vaughan	Monthly

Appendix 6 - New Organisational Health Indicator List

Service Area	Data Type / Category	Measure	ELT Responsibility	When
Workforce	Sickness	Average days lost due to Sickness - Short Term	Catherine Vaughan	Monthly
Workforce	Sickness	Average days lost due to Sickness - Long Term	Catherine Vaughan	Monthly
Workforce	Minorities	Percentage staff whose Ethnicity is not known	Catherine Vaughan	Quarterly
Workforce	Minorities	Percentage staff whose disability status is not known/declared	Catherine Vaughan	Quarterly
Workforce	Minorities	Percentage staff whose sexuality is not known/declared	Catherine Vaughan	Quarterly
Workforce	Minorities	PLACEHOLDER – New set of indicators to be developed: To capture the proportion of applicants from minority groups and track their progress through the processes of recruitment, employment, retention and progression within the organisation. In comparison to non minority applicants	Catherine Vaughan	Quarterly (TBC)
Finance	Financial	Council Tax Collection - percentage collected against target	Catherine Vaughan	Monthly
Finance	Financial	NNDR collection	Catherine Vaughan	Monthly
Finance	Financial	The percentage of all supplier invoices that are paid within 30 calendar days of receipt	Catherine Vaughan	Monthly
Finance	Financial	Percentage of invoices from SME (Small or Medium Enterprises) and individuals that are paid within 10 working days of receipt	Catherine Vaughan	Monthly
Finance	Financial	Housing Tenants: Rent collected as a percentage of rent due	Geoff Raw	Monthly

Appendix 6 - New Organisational Health Indicator List

Service Area	Data Type / Category	Measure	ELT Responsibility	When
ICT	ICT	PLACEHOLDER for ICT Operations Service Health indicator - Availability will be used as a proxy	Catherine Vaughan	Quarterly (TBC)
ICT	ICT	PLACEHOLDER for an indicator around Change work - details to be developed further with ICT	Catherine Vaughan	Quarterly (TBC)
Accessibility	Accessibility	% of authority buildings open to the public with all public areas suitable for and accessible to people with disabilities	Catherine Vaughan	Quarterly
OPL/SAP	OPL/SAP	Total Corporate emissions (including gas, electricity and oil)	Catherine Vaughan	Half Yearly
OPL/SAP	OPL/SAP	Total School emissions (including gas, electricity and oil)	Catherine Vaughan	Half Yearly
OPL/SAP	OPL/SAP	Landlord Housing emissions (including gas and electricity)	Catherine Vaughan	Half Yearly
OPL/SAP	OPL/SAP	Fleet fuel emissions	Catherine Vaughan	Half Yearly (TBC)
OPL/SAP	OPL/SAP	Work related travel	Catherine Vaughan	Half Yearly (TBC)
Emissions	OPL/SAP Corp 2.1.6	Corp 2.1.6 - Reduction in Carbon Dioxide emissions per capita	Geoff Raw	Annual lagged data
Emissions	OPL/SAP	CPP 7.2 - Carbon dioxide emissions attributable to transport (kilo tonnes)	Geoff Raw	Annual lagged data

Appendix 7 – City Tracker Survey 2012/13 headlines

The City Tracker survey was commissioned by Brighton and Hove Strategic Partnership and aims to regularly track resident satisfaction with services in the city over time. The opinions of local residents about their area and the services they received gained through the tracker aims to help the local authority, health bodies, the community and voluntary sector, the private sector, the police and fire and rescue forces shape and improve public services.

The tracker takes the form of a telephone based survey with a representative sample of 1,000 residents, conducted three times per year.

Some highlights from the report include:

- 90% of people are satisfied with Brighton and Hove as a place to live – 94% of 35-44 year olds
- Even more people are satisfied with their local area – 92%
- Levels of satisfaction with the local area as a place to live remain higher than nationally; 92% versus 86% respectively
- As in previous waves, when asked about the street they live on, road safety has highest level of dissatisfaction at 20%.
- East Sussex fire and rescue have the highest level of agreement in terms of using money wisely – 98%. Satisfaction with B&HCC is 60%.
- Sussex Police and East Sussex Fire and Rescue have both seen increasing satisfaction levels since wave 1 of the survey (82% to 87% and 93% to 97% respectively)
- The local chemist has the highest level of satisfaction (93%) and mental health services the lowest in terms of satisfaction with local services (31% of all respondents, but rising to 72% when looking at responses only from those who have used the service)
- 60% of people are satisfied that the council uses money wisely. This differs by age; 71% of people aged 35 - 44 agree that Brighton & Hove City Council use money wisely but this falls to 54% of those aged 65 and over and 46% for those aged 55-64.
- Overall, 69% of respondents are very/fairly satisfied with Brighton & Hove City Council; most (54%) are fairly satisfied.

Please note that the City Tracker survey uses a different methodology to surveys carried out in previous years and so the results are not directly comparable. 2012/13 was the first year that the City Tracker was carried out and should be treated as providing baseline results that future surveys can be compared against.

Council

18 July 2013

Agenda Item 23

Brighton & Hove City Council

Subject: Extract from the Proceedings of the Audit & Standards Committee Meeting held on the 25 June 2013 - Audit & Standards Committee Annual Report 2012/13

Date of Meeting: 18 July 2013

Report of: Head of Law

Contact Officer: Name: **Ross Keatley** Tel: **29-1064**
E-mail: ross.keatley@brighton-hove.gov.uk

Wards Affected: All

Action Required of Council:

To receive the item referred from the Audit & Standards Committee for information:

AUDIT & STANDARDS COMMITTEE

4.00 pm 25 June 2014
COUNCIL CHAMBER, HOVE TOWN HALL

DRAFT MINUTES

Present: Councillors Hamilton (Chair), A Norman (Opposition Spokesperson), Deane, Smith, Summers, Sykes and Wealls.

Independent Persons & Co-opted Members: Dr David Horne

PART ONE**7. AUDIT & STANDARDS COMMITTEE ANNUAL REPORT 2012/13**

- 7.1 The Committee considered a report of the Executive Director of Finance & Resources and the Head of Legal & Democratic Services in relation to the Audit & Standards Committee Annual Report 2012/13. The draft annual report was attached to the agenda papers at Appendix A to the report, and it provided a summary of the Committee's achievements and performance during the 2012/13 municipal year. The report had been prepared on behalf of the Committee members. The preparation of an annual report was recognised as best practice for the Audit Committee by the Chartered Institute of Public

Finance and Accountancy (CIPFA) in providing assurance to the Council over its role in governance.

- 7.2 The Head of Legal & Democratic Services extended his thanks to the work of the two co-optees to the Committee, and stated that they had both performed very competently in their roles. Councillor Hamilton suggested that some wording to this extent could be added to the report, and this request was agreed by the Committee.
- 7.3 Dr Horne highlighted the 'looking forward' section of the report and suggested it could be helpful to have some reference to work undertaken in relation to the Standards role and the Code of Conduct.
- 7.4 Councillor Ann Norman echoed the comments made by Dr Horne, and stated how important the role of the co-optees was to the Committee, and how important it was to take a differing perspective when considering reports.
- 7.5 **RESOLVED**
- (i) That the Committee consider the draft report and agree it subject to the amendments outlined above.
 - (ii) That the Committee refer the agreed report to Full Council for information.

Council

18 July 2013

Agenda Item 23

Brighton & Hove City Council

Subject: Audit & Standards Committee Annual Report 2012/13**Date of Meeting: 18 July 2013**

25 June 2013 – Audit & Standards Committee

Report of: Executive Director of Finance & Resources**Contact Officer:: Name: Ian Withers, Head of Audit & Business Risk Tel 29-1323**E-mail: ian.withers@brighton-hove.gov.uk**Wards Affected: All****FOR GENERAL RELEASE****1. SUMMARY AND POLICY CONTEXT:**

- 1.1 This draft report attached at Appendix 1 provides a summary of the Audit & Standards Committee's performance and achievements during 2012/13. It has been prepared on behalf of the Audit & Standards Committee members.
- 1.2 The preparation of an annual report is recognised as best practice for Audit Committees by the Chartered Institute of Public Finance and Accountancy (CIPFA) in providing assurance to the Council over its role in governance.

2. RECOMMENDATIONS:

It is recommended that the Audit & Standards Committee:

- 2.1 Consider the draft report at Appendix 1 and make any amendments and additions it deems necessary.
- 2.2 Refer the report (incorporating any amendments and additions) to Full Council for information.

3. BACKGROUND

- 3.1 The previous Audit Committee was established in May 2008, and merged with the Standards Committee in June 2012 to become the Audit & Standards Committee. Its purpose for the 2012/13 municipal year is contained in the Terms of Reference, Appendix A to the Annual Report.
- 3.2 Whilst there is no statutory requirement for a local authority to establish an Audit Committee, its existence is implied by the Accounts and Audit (England) Regulations 2011 and recognised across both the private and public sectors as a key component of corporate governance.

3.3 The key benefits of an effective Audit & Standards Committee are:

- Raising greater awareness of the effectiveness and continued development of the council's governance arrangements;
- Increasing public confidence in the objectivity and fairness of financial and other reporting; and
- Reinforcing the importance and independence of internal and external audit.

4. FINANCIAL & OTHER IMPLICATIONS:

4.1 Financial Implications:

4.1.1 The Audit & Standards Committee is an essential element of good financial governance, the costs its work programme including officer support and training is met from existing budgetary provision.

Finance Officer consulted: James Hengeveld 11/06/13

4.2 Legal Implications:

4.2.1 The report is made under the Committee's power to consider and make recommendations to Full Council on matters relating to or affecting the Committee's functions.

Lawyer consulted: Oliver Dixon 11/05/13

4.3 Equalities Implications:

4.3.1 There are no equalities implications arising.

4.4 Sustainability Implications:

4.4.1 There are no sustainability implications arising.

4.5 Crime & Disorder Implications:

4.5.1 There are no crime and disorder implications arising.

4.6 Risk and Opportunity Management Implications:

4.6.1 There are no direct risk and opportunity management implications arising.

4.7 Corporate / Citywide Implications:

- 4.7.1 Robust corporate governance arrangements are essential to the sound management of the City Council and the achievement of its objectives as set out in the Corporate Plan.

SUPPORTING DOCUMENTATION

Appendices:

1. Audit & Standards Committee Annual Report 2012/13

Background Documents

1. Reports to the Audit & Standards Committee May 2012 – April 2013



AUDIT & STANDARDS COMMITTEE

ANNUAL REPORT 2012/13 (Draft)

Councillor L. Hamilton, Chairman

Foreword by the Chair of the Audit & Standards Committee



The last year has been the first for the Audit & Standards Committee, merged from the former Audit Committee and Standards Committee. I was Chair of the previous Audit Committee for four years and am pleased to have continued in that role for the merged committee

I am pleased to present the Audit & Standards Committee's Annual Report for the 2012/13 municipal year. The report shows how the Audit & Standards Committee has successfully achieved its objectives contained in its terms of reference, developed its role and continued to make a positive contribution, in challenging times for the Council, to its governance and control environment.

Our terms of reference give us a wide remit including advising and reviewing all the Council's arrangements for internal audit, internal control, risk management, financial management, standards and corporate governance. The Committee has an important role in ensuring public money is spent wisely and in accordance with the Council's priorities.

The Committee has a role in reviewing the work and performance of internal audit and external audit. These reports provide information to provide assurance to the public that the council is complying with the law, spending money appropriately has good internal controls and provides quality services.

I would like to take the opportunity to thank both the Committee members listed and the officers that support the Committee's work for their contributions. The members of the Committee have been both supportive and provided constructive challenge to ensure our governance processes are effective and transparent. This has further been assisted by our two independent persons on the Committee.

I would also like to thank Ernst & Young, the Council's external auditors, for their support and regular attendance at meetings.

I have enjoyed leading the Committee and working with officers to further enhance the Council's governance arrangements. I am looking forward to 2013-14 and given the financial pressures facing the council, the importance of an effective Audit & Standards Committee remains.

Introduction

1. This report provides an overview of the Audit & Standards Committee's (the Committee) activity during the municipal year 2012-13. It is produced in accordance with latest best practice and details the work and outcomes of the Committee in 2012/13 and that the Council is committed to working as an exemplar organisation, operating to the highest standards of governance.
2. The Committee's role is principally to underpin the Council's governance processes by providing independent challenge and assurance of the adequacy of risk management, internal control (including Internal Audit External audit and counter fraud), ethical standards, and financial reporting frameworks. The Council's Standards Panel is a sub-committee of the Audit Standards Committee, and determines allegations of breaches of the Members' Code of Conduct, on a reference from the Monitoring officer. A copy of the Committee's Terms of Reference for the 2012/13 municipal year is shown at Appendix A.
3. The Committee met five times during 2012/13. Meetings are held in public and papers are available on the Council's website. The meetings are generally scheduled around the key dates for council business such as the statement of accounts, audit planning process and the annual governance statement.
4. To further support the Committee members, officers provide regular briefings on the function and developments that impact on roles and responsibilities.
5. To meet statutory requirements for Standards and to give the Committee additional expertise, two independent persons were appointed during the year with a financial and inspection background.

Committee Work Programme and Membership

6. During the 2012/13 municipal year there were 5 meetings of the Committee. All had full agendas and in total considered 59 written reports and 4 verbal updates.
7. The rolling and flexible work programme covers the Committee's main areas of activity which is continually reviewed and amended to reflect changes in policies, priorities and risks. A summary of the work programme is shown at Appendix B.
8. The Committee membership consists of eight Members and two independent persons, detailed for 2012/13 as follows: .

Membership of the Audit & Standards Committee 2012/13

Membership	Role
Councillor Les Hamilton	Member - Chair
Councillor Ann Norman	Member - Opposition Spokesperson
Councillor Matt Follett	Member
Councillor Ben Duncan	Member
Councillor Ollie Sykes	Member
Councillor Jeane Lepper	Member
Councillor David Smith	Member
Councillor Andrew Wealls	Member
Dr David Horne	Non-Voting Co-Optee
Dr Lel Meleyal	Non-Voting Co-Optee

9. A rolling and flexible work programme was agreed in June 2012 for the Committee's main areas of activities.

Training & Development

10. In order to be effective, it is recognised that members of the Committee should have a clear understanding of their role in relation to standards, internal control and governance issues, internal and external audit, risk and opportunity management and how the arrangements in place across the council operate.
11. In September there was a specific training session for Members on the role and functions of the Audit & Standards Committee. This also included a key role in relation to the approval of the Statement of Accounts. Other awareness training was integrated into meetings to ensure Members maintain up to date knowledge, for example the recent Good Governance in Local Government Report from CIPFA/SOLACE and the new Public Sector Internal Audit Standards.

Core Activities 2012/13

12. The Committee's Terms of Reference contain a number of functional responsibilities and these have been interpreted into seven core activity areas. The Committee's work and outcomes in each of these areas are summarised in the following sub sections:

Internal Audit Assurance

13. Internal Audit is a key source of assurance for both officers and Members on the effectiveness of the control environment and governance. The Committee has responsibility for ensuring that Internal Audit is effective in the provision of that assurance.

During the year the Committee has:

- Approved the Internal Audit Strategy and Annual Plan for 2013/14;
- Considered regular Internal Audit Progress Reports from the Head of Audit & Business Risk highlighting audit work completed in particular audit reviews, internal audit performance against key indicators and any significant issues;
- Considered the Head of Audit & Business Risk's Annual Report and Opinion on the Council's governance and internal control environment;
- Considered the statutory review of the effectiveness of the system of internal audit;
- Ensured the internal audit and external audit plans were complementary and provided optimum use of the total audit resource;
- Ensured Internal Audit is effective in the provision of key assurance on an ongoing basis; and
- Continue to provide support to the Internal Audit service to ensure management is responsive to recommendations made and agreed.

External Audit Assurance

14. External Audit was provided by the Audit Commission up until November, then Ernst & Young. The provision of effective external audit is an essential part of the process of accountability of public funds, providing an independent opinion on the financial statements as well as arrangements for securing value for money across the council.
15. During the year the Committee:
 - Considered Ernst & Young's Annual Audit Plan;
 - Considered progress reports against the plan;
 - Considered Audit Fee Letters;
 - Received and considered the Annual Governance Report ;
 - Receive Annual Grant Certification Letter; and
 - Receive and considered Annual Audit Letter for 2011/12.

Risk Management

16. During the year Committee:
 - Received and considered the Strategic Risk Register updates;
 - Considered the outcomes of the Risk Management Programme;
 - Received the Annual Risk Management Report; and
 - Received and considered individual risk maps on strategic risks, in particular on emerging risks and areas of concern (for example financial outlook).

Council's Governance and Internal Control

17. A pivotal role of the Committee is its work in developing the Council's internal control and assurance processes.
18. During the year the Committee:
 - Considered and agreed the Council's Annual Governance Statement and were satisfied that it was a robust process and summarised the Council's governance arrangements and the effectiveness of these during the year;
 - Received updates on actions for improvements from the Annual Governance Statement;
 - Received reports and sought assurance on effective actions to address, control weaknesses in the Council's HR/Payroll system; and
 - Continued to raise the profile of internal control and governance across the council and of the need to ensure audit recommendations for improvement are implemented.

Counter Fraud

19. Countering fraud and corruption is the responsibility of every Member and officer of the Council.
20. During the year the Committee:
 - Was kept informed of the number and nature of fraud investigations, significant cases, recovered losses etc;
 - Considered the outcome of counter fraud activity as part of the Head of Audit & Business Risk's Annual Report;
 - Monitored and supported the actions of officers in particular those by Audit & Business Risk to counter fraud;
 - Were made aware of national emerging fraud and corruption issues that could impact on the council for example housing tenancy fraud;
 - Were made aware of the outcome from the National Fraud Initiative (NFI); and
 - Were informed of the Fighting Fraud Locally Strategy and progress made by the council in meeting its requirements.

Financial Management and Reporting

21. During the year the Committee:
 - Considered and approved the Annual Statement of Accounts, asking a number of questions on the content;
 - Considered the external auditor's report on the accounts and Council's responses to comments; and

- Received periodic reports for information, on the Council's budget performance (TBM) asked questions and helped to inform the approval of end of year Statement of Accounts.

Standards

22. Following consideration by the Committee in June 2012, the Council adopted a new ethical standards regime for members in July, in accordance with the Localism Act 2011. The previous statutory framework involving a separate Standards Committee with an independent chair and parish council representation was abolished under the Act and it now falls to the combined Audit & Standards Committee to advise the Council on standards matters; and to its sub-committee, the Standards Panel, to hear allegations referred to it concerning alleged breaches of the Members' Code of Conduct. The combined Committee comprises an elected member of the Council as Chair, seven other elected members, and two co-opted Independent Persons (non-voting). The Independent Persons, Dr David Horne and Dr Lel Meleyal were appointed in August 2012 and, in addition to attending Committee, fulfil a statutory advisory role in relation to alleged breaches of the Members' Code of Conduct.
23. The new standards framework implemented in July 2012 included a Code of Conduct for Members covering, amongst other provisions, a new statutory duty to register 'disclosable pecuniary interests' and, on the recommendation of a cross-party working group reporting to the Committee, a requirement to register defined 'other disclosable interests' as well.
24. The cross-party working group also recommended to the Committee a procedure for investigating alleged breaches of the members' Code of Conduct. This was adopted and used in connection with 14 complaints filed against one or more members during 2012/13. Of these complaints, two were referred to the Standards Panel for hearing and determination. On both occasions, the Independent Person fulfilled his statutory function by offering the Panel his views on the case before they reached a decision.
25. In April 2013 the Committee approved revisions to the above procedure in order to streamline the investigation and hearing process in cases where an investigation finds there was no breach, and both the subject member and complainant agree to end the matter without a formal hearing of the Standards Panel, subject to the advice of the Monitoring Officer.
26. At the request of the Committee, the Monitoring Officer assisted Rottingdean Parish Council comply with its duties under the Localism Act regarding the adoption of a new code of conduct and arrangements for registering interests.

27. In January 2013 the Committee considered a report on managing confidential information, which contained recommendations arising from an enquiry into unauthorised disclosure of confidential information in 2012. One of the recommendations was to review and update the Council's codes and protocols which govern the handling of confidential information. The Committee agreed this recommendation in principle.
28. Those codes and protocols were duly revised and brought to the Committee in April for approval or, where appropriate, for consideration prior to approval by Council. The materials included, for the first time, a Social Media Protocol for Members.
29. As part of that review, a new provision was inserted into the Code of Conduct for Members, placing a duty on Members to co-operate with investigations into alleged unauthorised disclosure of confidential information.
30. While reviewing that amendment, the Committee also considered a change to the Code's obligations regarding interests. The Committee accepted a recommendation that all interests (both disclosable pecuniary interests ('DPI') and other interests) be declared at all meetings; and that where a Member's non-DPI interest is considered "prejudicial", the member be required to leave the meeting room. The Committee referred these changes to Council where they were subsequently adopted.

Other Activities

31. During the year the Committee:
 - Considered reports on Treasury Management Policy Update and Annual Investment Strategy, providing an independent scrutiny role.

Looking Forward

32. The Committee will continue to develop its role and build on current status. For 2013/14 it will:
 - Continue to review all governance arrangements to ensure they are robust with focus on change and the challenges facing the Council;
 - Ensure Members continue to receive the appropriate training;
 - Ensure the effectiveness of the Council's response to existing and key risks emerging including resulting from financial pressures and transformation;
 - Continue to support the work of Internal and External Audit and ensure appropriate management actions to recommendations made;
 - Ensure the Council maintains and further improves the standards in relation to the production of accounts;

- Ensure the Council continues to manage the risk of fraud and corruption, in particular by taking further proactive measures for example awareness training;
- Equip existing and new Members to fulfil responsibilities by providing training, briefings and good practice guidance;
- Respond to changes imposed by legislation and from best practice on the structure and activities of the Audit & Standards Committee to ensure its continued effective role;
- Keep abreast of developments and respond as required to changes in the Public Audit Agenda.
- Undertake a review of its effectiveness; and
- Meet the requirements of the updated guidance planned by CIPFA.

Audit & Standards Committee Terms of Reference**Explanatory Note**

The Audit functions of this Committee relate to the Council's arrangements for the discharge of its powers and duties in connection with financial governance and stewardship, risk management and audit. The Committee makes recommendations to the Council, Policy & Resources Committee, Officers or other relevant body within the Council.

The Standards functions of this Committee seek to ensure that the Members, Co-opted Members and Officers of the Council observe high ethical standards in performing their duties. These functions include advising the Council on its Codes of Conduct and administering related complaints and dispensation procedures. In addition to the Councillors who serve on the Audit and Standards Committee, the Committee includes at least two independent persons who are not Councillors. They are appointed under Chapter 7 of the Localism Act, or otherwise co-opted, and act in an advisory capacity with no voting powers.

In the terms of reference of this Committee a "Member" is an elected Councillor and a "Co-opted Member" is a person co-opted by the Council, for example to advise or assist a Committee or Sub-Committee of the Council.

General Audit and Standards Delegated Functions

To review such parts of the constitution as may be referred to the Committee by the Policy and Resources Committee and to make recommendations to the Policy Resources Committee and the Council.

To appoint, co-opt or (in any case where only the Council has power) to recommend the appointment or co-option of a minimum of two independent persons: to give general assistance to the Committee in the exercise of its functions; and to give views on allegations of failure to comply with a Code of Conduct as required by Chapter 7 of the Localism Act.

To have an overview of: the Council's Whistleblowing Policy

Complaints handling and Local Ombudsman investigations

To deal with any audit or ethical standards issues which may arise in relation to partnership working, joint committees and other local authorities or bodies.

To ensure arrangements are made for the training and development of Members, Co-opted Members and Officers on audit, ethical and probity matters, including Code of Conduct issues. 11/09/12

(Source: B&HCC Constitution)

Summary of the Audit & Standards Committee Work Programme 2012/13

Meeting Date	Report	Area
26th June 2012	Work Plan for Audit & Standards Committee	Committee
	Complaints Update	Standards
	Standards Update	Standards
	Targeted Budget Management (TBM) Provisional Out Turn 2011/12	Financial Management
	Unaudited Statement of Accounts 2011/12	Financial Management
	Review of the Effectiveness of Internal Audit	Internal Audit
	Audit Commission: Progress Report 2012/13	External Audit
	Audit Committee Annual Report 2012/13	Committee
	Risk Management Programme 2011/12 (Outcome) and 2012/13 (Planned)	Risk Management
	Internal Audit Annual Report and Opinion 2011/12	Internal Audit
	Strategic Risk Register	Risk Management
Part 2	I360	Internal Audit
	Strategic Risk Management Action Plans Focus	Risk Management
25th September 2012	Complaints Procedure	Standards
	Complaints Update	Standards
	Rottingdean Parish Council: Adoption of New Code of Conduct	Standards
	Audit Commission: Annual Governance Report 2011/12	External Audit
	Statement of Accounts 2011/12	Financial Management
	Targeted Budget Management (TBM) 2012/13 Month 2	Financial Management
	Internal Audit Progress Report 2012/13	Internal Audit
	Fighting Fraud Locally	Counter Fraud
Part 2	Complaints Update	Standards
	Strategic Risk Management Action Plan Focus – SR4, 5 and 8	
20th November 2012	Complaints Update	Standards
	HR/Payroll System	Internal Audit
	Audit Commission: Progress Report 2012/13	External Audit
	Audit Commission: Annual Audit Letter 2011/12	External Audit
	Internal Audit Progress Report 2012/13	Internal Audit
	Targeted Budget Management (TBM) 2012/13 Month 5	Financial Management
	Strategic Risk Register Update	Risk Management
Part 2	Strategic Risk Management Action Plan Report	Risk Management
	Strategic Risk Map Focus – SR2 Financial Outlook	Risk Management
22nd January 2013	Standards Update	Standards
	Managing Confidential Information	Standards
	Ernst & Young: Progress Report 2012/13	External Audit
	Ernst & Young: Fee Letter 2012-13	External Audit
	Ernst & Young: 2012/12 Annual Certification Letter	External Audit
	Annual Governance Statement 2011/12 – Action Plan Progress	Governance
	Internal Audit Progress Report 2012/13	Internal Audit

Meeting Date	Report	Area
	Delivering Good Governance in Local Government	Governance
	Targeted Budget Management (TBM) 2012/13 Month 7	Financial Management
	Treasury Management Policy Statement 2012/13 (incorporating the Annual Investment Strategy) – Mid Year Review	Financial Management
Part 2	Strategic Risk Map Focus – SR10 Information Governance	Risk Management
	Strategic Risk Map Focus – SR6 Safeguarding Vulnerable Members in our Community)	Risk Management
16th April 2013	Strategic Risk Map Focus – SR1 Readiness for Opportunities and Impacts of Localism SR3 Pace and Volume of Change	Risk Management
	Update on the Payroll System	Internal Audit
	Letter from the Chair of Audit & Standards Committee re: B&HCC – Risk of material misstatement of the 2012/13 accounts due to fraud	Committee
	Internal Audit Strategy & Annual Audit Plan 2013/14	Internal Audit
	Ernst & Young: Fee Letter 2013-14	External Audit
	Risk Management Strategy 2013	Risk Management
	Public Sector Internal Audit Standards	Internal Audit
	Complaints Update	Standards
	Code of Conduct for Members: Proposed Amendments	Standards
	Review of Procedure for Investigating Alleged Breaches of Code of Conduct	Standards
	Social Media Protocol for Members & Social Networking Policy for Employees	Standards
	Code of Conduct for Member/Officer Relations & Code of Conduct for Employees	Standards
	Guidance for Members and Officers Regarding Confidential Information	Standards

Council

18 July 2013

Agenda Item 24

Brighton & Hove City Council

Subject: Extract from the Proceedings of the Audit & Standards Committee Meeting held on the 25 June 2013 - Substitution on Audit & Standards Committee and Composition of Standards Panels

Date of Meeting: 18 July 2013

Report of: Head of Law

Contact Officer: Name: **Ross Keatley** Tel: **29-1064**
E-mail: Ross.keatley@brighton-hove.gov.uk

Wards Affected: All

Action Required of Council:

To receive the item referred from the Audit & Standards Committee for approval:

AUDIT & STANDARDS COMMITTEE

4.00 pm 25 June 2014
COUNCIL CHAMBER, HOVE TOWN HALL

DRAFT MINUTES

Present: Councillors Hamilton (Chair), A Norman (Opposition Spokesperson), Deane, Smith, Summers, Sykes and Wealls

Independent Persons & Co-opted Members: Dr David Horne

PART ONE**8. SUBSTITUTION ON AUDIT & STANDARDS COMMITTEE AND COMPOSITION OF STANDARDS PANELS**

- 8.1 The Committee considered a report of the Head of Legal & Democratic Services in relation to Substitution to the Audit & Standards Committee and Composition of Standards Panels. The current Council procedure prohibited substitutions onto the Audit & Standards Committee, and this had recently resulted in less than full attendance at some meetings of the Committee; the report proposed that Full Council be recommended to amend the rules so as to allow substitution. The report also sought

approval for a change to the arrangements for convening a Standards Panel so that the membership could include an Independent Member.

- 8.2 Councillor Wealls expressed concern that the proposed changes to the composition of Standards Panel could result in less political diversity, and Panels should not be made up of Members from only one political group. The Head of Legal & Democratic Services noted that in practical terms this would not be the case; and Panels would continue to be operated on a cross party basis, but the report now allowed an Independent Member to sit on the Panel.
- 8.3 Councillor Ann Norman agreed that Panels should always be cross party, and she stated that Officers always reflected this makeup when putting Panels together. She went on to say that she welcomed the representation of the Independent Member on Panels, and that it was important the Committee allow substitutions at meetings of the full Audit & Standards Committee. Councillor Ann Norman also suggested that membership of the Standards Panel be offered to all Members of the Audit & Standards Committee, subject to them being suitably trained.
- 8.4 Councillor Hamilton stated that there were training sessions on the Code of Conduct in July which he hoped more Members would be able to attend, and he hoped there could be a situation where more Members were trained to sit on Standards Panels as cross party representation was so important.
- 8.5 In response to a query from Councillor Pissaridou it was confirmed that Members needed to be trained before they could sit on Standards Panel in a similar way to Personnel Appeals or Licensing Panels.
- 8.6 The Head of Legal and Democratic Services confirmed that the Code of Conduct training sessions would be open to all Members, but it was not the intention to allow all Members to substitute on Standards Panels who were not on the parent Audit & Standards Committee as they needed to be very familiar with the relevant procedures. He confirmed that if a member of Audit & Standards Committee wished to serve on a Standards Panel but had no prior experience or the necessary knowledge or skills, appropriate training would be arranged. He suggested that the composition of the Panel could be increased to a maximum of four elected Members and one independent person to help address Members concerns in relation to cross party representation. Councillor Summers asked how this would impact on and what provision there was if a vote were tied; in response it was clarified that the Panel appointed a Chair who would be able to exercise a casting vote in the event of a tie.
- 8.7 Before Members voted the Chair clarified the recommendation would be amended to allow Standards Panel of up to four elected Members – with a minimum of three, and one independent Member.
- 8.8 **RESOLVED:**
- (i) That the Committee recommend to Full Council that Procedure Rules be amended as set out in paragraph 3.7 of the report.

- (ii) That the Committee approve the amendment to the Council's arrangements for dealing with allegations of breaches of the Members Code of Conduct as set out below:

"9. Who are the Standards Panel?

The Standards Panel is a Sub-Committee of the Council's Audit & Standards Committee, and only Members of that Committee may be appointed to a Standards Panel. Panel membership will consist of a minimum of three, and a maximum of four, elected Members appointed on a cross-party basis, plus one Independent Person who will attend the hearing in his/her statutory advisory capacity."

Subject:	Substitution on Audit & Standards Committee and Composition of Standards Panels		
Date of Meeting:	18 July 2013 25 June 2013 – Audit & Standards Committee		
Report of:	Monitoring Officer		
Contact Officer:	Name:	Oliver Dixon	Tel: 291512
	Email:	oliver.dixon@brighton-hove.gov.uk	
Wards Affected	All		

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

- 1.1 Council Procedure Rules prohibit member substitutions on Audit & Standards Committee. On recent occasions this has resulted in less than full attendance at some meetings of the Committee and, accordingly, this report proposes that Full Council be recommended to amend the Rules so as to allow substitution.
- 1.2 This report also seeks approval for a change to the arrangements for convening a Standards Panel, so that Panel membership can include an Independent member.

2. RECOMMENDATIONS:

That Audit & Standards Committee –

- 2.1 Recommend to Full Council that Council Procedure Rules be amended as set out in paragraph 3.7;
- 2.2 Approve the amendment to the Council's arrangements for dealing with allegations of breaches of the Members' Code of Conduct, as set out in paragraph 3.10.

3. RELEVANT BACKGROUND INFORMATION:**(a) Substitution on Audit & Standards Committee**

- 3.1 Prior to the formation of Audit & Standards Committee in 2012, Council Procedure Rules permitted substitution on Audit Committee but not Standards Committee.

At the time, the investigation and hearing of allegations of a breach of the Members' Code of Conduct were highly regulated, involving a complex statutory framework and technical, detailed procedures. As a result, it was considered that only substantive members of Standards Committee should be permitted to attend

its meetings because of the training and briefings which they (and they alone) had received on the subject.

3.2 When Standards Committee merged with Audit Committee the substitution rules that previously affected only Standards Committee were carried forward and made applicable to the now combined committee. However, the Localism Act abolished the previous standards regime and replaced it with a less regulated and simplified framework. As a result, the previous ban on substitutions to Standards Committee is no longer appropriate.

3.3 On several recent occasions not all members of Audit & Standards Committee have been able to attend meetings of the committee on the scheduled date. Were it not for the rule against substitution, it might have been possible for them to appoint a substitute.

3.4 In consequence of this rule, the Committee has on occasions functioned without its full complement of members. Given the importance of the Committee in relation to corporate governance, fulfilling its role with a full complement is considered essential.

3.5 It is therefore proposed that Committee recommend to Full Council that Council Procedure Rules be amended to allow a substitute Member of the council to attend Audit & Standards Committee in place of a substantive Member of that committee. This would then mirror the substitution arrangements for all other council committees.

3.6 However, for reasons of continuity, no substitutions to a Standards Panel should be allowed once established.

3.7 To give effect to the proposals in paragraphs 3.5-3.6, it is recommended that –

(i) the following words be inserted at the start of Council Procedure Rule 18.14:

“Subject to Rules 18.15 to 18.19 below,”; and

(ii) Rule 18.19 be amended to read:

“Substitution on Standards Panel

Once a Standards Panel has been appointed in accordance with the approved procedure for investigating allegations of a breach of the members’ Code of Conduct, no substitution to that Panel shall be allowed.”

(b) Composition of Standards Panel

3.8 In September 2012 Audit & Standards Committee adopted new arrangements for investigating and hearing allegations of breaches of the Members’ Code of Conduct. At the time, there were no Independent members, and the investigation and hearing procedure reflected this by providing that Standards

Panel membership consist of one elected Member from each of the political groups represented on the council, plus the Independent Person.

3.9 At Annual Council in May 2013, Councillor Summers, an Independent, was appointed to Audit & Standards Committee. (Note that her role as an Independent member differs from that of the Independent Person.)

3.10 To enable an Independent member to serve on a Standards Panel, it is recommended that the start of paragraph 9 of the Council's arrangements for dealing with allegations of breaches of the Members' Code of Conduct be amended to read:

"9. Who are the Standards Panel?

The Standards Panel is a Sub-Committee of the Council's Audit & Standards Committee, and only Members of that Committee may be appointed to a Standards Panel. Panel Membership will consist of three elected Members, and one Independent Person who will attend the hearing in his/her statutory advisory capacity."

4. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

4.1 The proposals contained in this report will have no impact on capital or revenue budgets.

Finance Officer Consulted: Name Michael Bentley Date: 12/06/13

Legal Implications:

4.2 Changes to Council Procedure Rules require the approval of Council itself, whereas changes to procedures for dealing with member Code of Conduct investigations and hearings can be approved by Audit & Standards Committee.

Lawyer Consulted: Oliver Dixon Date: 11/06/13

Equalities Implications:

4.3 The amendment proposed in paragraph 3.10 would ensure that any member of Audit & Standards Committee, irrespective of any political affiliation or non-affiliation, could be appointed to a Standards Panel.

Sustainability Implications:

4.4 None

Crime & Disorder Implications:

4.5 None

Risk and Opportunity Management Implications:

4.6 None

Public Health Implications:

4.7 None

Corporate / Citywide Implications:

4.8 None

SUPPORTING DOCUMENTATION

Appendices:

None

Background Documents

1. Part 3.2 of the Constitution – Council Procedure Rules
2. Brighton & Hove City Council and Rottingdean Parish Council arrangements for dealing with allegations of breaches of the Members' Code of Conduct under the Localism Act 2011.

Council

18 July 2013

Agenda Item 25

Brighton & Hove City Council

Subject: Extract from the Proceedings of the Housing Committee meeting held on the 8 May 2013 - Minimising the Risk of Evictions Caused by the Housing Benefit Social Rented Sector Size Criteria

Date of Meeting: 18 July 2013
8 May 2013 – Housing Committee

Report of: Head of Law

Contact Officer: Name: Lisa Johnson Tel: 29-1228
E-mail: lisa.johnson@brighton-hove.gov.uk

Wards Affected: All

FOR GENERAL RELEASE***Action Required of Council:***

To receive the item referred from the Housing Committee for information:

BRIGHTON & HOVE CITY COUNCIL**HOUSING COMMITTEE****4.00pm 8 MAY 2013****COUNCIL CHAMBER, HOVE TOWN HALL****MINUTES**

Present: Councillor Wakefield (Chair) Councillor Powell (Deputy Chair), Peltzer Dunn (Opposition Spokesperson), Farrow, Barnett, Fitch, Jarrett, Mears, MacCafferty and Rufus.

PART ONE

70. MINIMISING THE RISK OF EVICTIONS CAUSED BY THE HOUSING BENEFIT SOCIAL RENTED SECTOR SIZE CRITERIA

- 70.1 The Committee considered the report of the Executive Director Environment Development and Housing. Ms Dafe, Head of Income Involvement & Improvement, presented the report.
- 70.2 Councillor Farrow referred to paragraph 3.7 and asked how the advice to tenants could be implemented. Ms Dafe said that it was accepted that not everyone who wanted to move would be able to, but many were moving for the first time or applying for a mutual exchange. Councillor Farrow asked how many were moving. Ms Dafe said she didn't have the exact information with her, but around half of the affected tenants had indicated that they wanted to move. Some tenants had said that they would rather stay in their home and find other ways to meet the rental shortfall.
- 70.3 Councillor Jarrett asked how situation was being monitored. Ms Dafe said that all those affected were being visited by Housing staff. The Financial Inclusion Team was ensuring that people were receiving the correct financial advice. In some cases, this had led to positive changes with people finding they were entitled to additional benefits. How other local authorities were dealing with the changes was also being monitored.
- 70.4 Councillor Mears referred to paragraph 3.12 and said that Area Panels were normally consulted first and then a report brought back to the committee, and asked why that had not happened. Paragraph 3.8 provided information on the support services put in place, and Councillor Mears noted that there would be cost implications and asked if the money was coming from the General Fund. Paragraph 3.9 provided information on provision from the Council's Financial Inclusion Strategy, and asked if that was also coming from the General Fund or the Housing Revenue Account (HRA). The Chair said that she had asked that the Area Panels be consulted, but was advised by officers that there wasn't time to hold them before this meeting. The solicitor said that there was no legal requirement for the Area Panels to be consulted. Ms Dafe said that the Learning and Participation officers were funded from the HRA, but other support was funded from both the HRA and the General Fund. Ms Chapman, Head of Financial Services, said that the 2013/14 budget had identified £150k funding from the HRA.
- 70.5 Councillor Powell referred to paragraphs 3.7 to 3.9 and said that whilst she was sure officers were doing their best to help those affected, asked if the council had taken into account the length of time it could take for someone who was not working to get back into employment, or the fact that someone could lose their job and unexpectedly become unemployed. Mr Raw said that the circumstances of each person affected varied, but the council were working with a number of partners

to ensure the right support could be given. Ms Dafe said that the council were trying to help individuals return to work. This included working with the Job Centre Plus, helping access apprenticeships, arranging work placements and voluntary work etc. The Chair added that the authority were aware that there were a limited number of jobs available.

- 70.6 Councillor Jarrett said there had been a suggestion that there had been bullying from some members of staff towards others to get them to carry out unpleasant actions. Mr Raw said all staff should adhere to the corporate values and policies of the council and if any member of staff were found to be bullying people the appropriate action would be taken.
- 70.7 Councillor Farrow said that it was important to do something to help those affected, but he had concerns that asking the Secretary of State for consent to use £70k would only amount to around £70 for each person. Policy and Resources had agreed to allocate £1m for emergency funding, but there had also been £1.4m of cuts. The Council needed to be part of a national campaign on this matter.
- 70.8 Councillor Jarrett said that whilst the recommendations in the report fell short of what he'd hoped he was pleased that a report had been brought to the committee. He agreed with Councillor Farrow that a national campaign on this issue was needed.
- 70.9 Councillor Mears referred to the Financial Implications in the report, and said that whilst officers would have advised on what could and couldn't be done legally, she was concerned over the legality of using £70k from the HRA budget. Agreement would be needed from the Secretary of State, and in any event the sum of £70k was only a token gesture.
- 70.10 Councillor Mears noted that in 2008 the then Labour government had implemented exactly the same criteria for reduction in Housing Benefit for those in the private sector. The Green and Labour councillors had not sought to bring in similar measures to assist those affected then.
- 70.12 Councillor MacCafferty said that the 'Bedroom Tax' was a cruel measure, which would affect many tenants. He felt that the report did not go far enough and it was important to reassure tenants that the Council was doing what it could to assist them. Councillor MacCafferty proposed an amendment to the Recommendations in the report. The amendment was seconded by Councillor Wakefield. The Green Party Amendment read:

To add two further recommendations:

1. That for a transitional period until 1st April 2014, where (i) all other avenues have been explored, and (ii) transfer is the only option but there are no suitable properties to transfer to, and (iii) where it is

possible to clearly identify that arrears are solely due to the under-occupancy penalty; officers will use all means other than evictions and bailiffs to recover rent due.

2. That cases that meet these three criteria should not hinder a tenant from moving to another council property.

70.13 Councillor Mears referred to the second amended recommendation, and said that she understood that under the terms of a tenancy agreement the tenant could not move if they were in arrears, and asked for legal clarification. The solicitor said that that was correct, but that the Council also had discretion to allow a tenant to move where appropriate.

70.14 Councillor Farrow thanked Councillor MacCafferty for the amendment, but was concerned that it was only provided minutes before the meeting started. He said that he supported the amendments, but asked what would happen after April 2014.

70.15 Councillor Fitch said he was concerned that policy was being made 'on the hoof' and that was not the appropriate way to do things. The Chair had been advised that there wasn't enough time to properly prepare a report, and he was concerned that the matter wasn't being addressed properly, and that £70k was insufficient. Councillor Fitch said he would support the amendment as he felt that something had to be done to assist people. It was essential that tenants were consulted.

70.16 Councillor Jarrett apologised that the proposed amendments were only distributed immediately before the start of the meeting. The administration would look at what could be done, but it was important that something be put in place now. The recommendations covered the period up to April 2014, as that was when Universal Credit would be brought in, and the budget for 2014/15 would be considered.

70.17 Councillor Peltzer Dunn thanked Councillor Jarrett for the clarification. Councillor Peltzer Dunn asked whether, if a tenant was seeking a mutual transfer to another authority and they were in arrears with their rent, whether that would be disclosed to the other authority. Councillor Peltzer Dunn said that if someone were in arrears with their rent, it would need to be established whether the shortfall was solely down to the reduction in housing benefit, as the authority had a responsibility to all tenants. Councillor Peltzer Dunn said there was merit in the amendments and regretted that they had not been included in the report.

70.18 Councillor Mears said that she supported the amendments, but was concerned that tenants had not been consulted, and trusted that that would be done. Councillor Mears asked for clarification on whether the criteria used to limit housing benefit in the private sector in 2008, was

the same criteria which was being used for social housing. Ms Dafe confirmed that it was.

70.19 Councillor Jarrett apologised that tenants hadn't yet been consulted but there were compelling reasons to take the report to this meeting. Tenants would be consulted and their comments would be noted.

70.20 The Executive Director Environment Development and Housing referred to the first part of the proposed Green Group Amendment, which read '*officers will use all means other than evictions and bailiffs to recover rent due*', and said that this had not been covered in the Financial Implications provided in the report, and members needed to be aware that there could therefore be some potentially challengeable issues. The Council undertook very few evictions and as the landlord it would always be the last resort. As discussed, the report and implications would be referred to the Area Panels and there would be opportunities in the future for officers to provide the financial implications on the proposed amendment. The Chair thanked Mr Raw for the advice but noted that policy was rarely made without taking risks. Councillor Fitch asked whether, given the financial issues, the report would need to be considered by the Policy and Resources Committee. The Chair said that her understanding was that it would not. Mr Raw said that the financial issues were within the capacity of the Housing Committee.

70.21 The Committee voted on the Green Group Amendment 1, and they were agreed.

70.22 RESOLVED:

That the Housing Committee

- (1) Note the Council resolution in relation to the Housing Benefit social rented sector size criteria attached as Appendix 1 to this report.
- (2) Request Area Panels consider the Notice of Motion and the proposals contained in this report so that their feedback can be considered by Housing Committee (via Housing Management Consultative Sub -Committee) during autumn 2013.
- (3) Earmark £70,000 on a one off basis from the Housing Revenue Account, to support urgent initiatives to minimise the risk of evictions.
- (4) That for a transitional period until 1st April 2014, where (i) all other avenues have been explored, and (ii) transfer is the only option but there are no suitable properties to transfer to, and (iii) where it is possible to clearly identify that arrears are solely due to the under-occupancy penalty; officers will use all means other than evictions and bailiffs to recover rent due.

- (5) That cases that meet these three criteria should not hinder a tenant from moving to another council property.
- (6) That the consent of the Secretary of State be sought to use that funding to support additional dedicated Discretionary Housing Payments (DHP) for council tenants, supplementing the council's overall DHP fund.

72. ITEMS REFERRED FOR COUNCIL

- 72.1 The Chair suggested that item 70 be referred to Council. The Committee agreed.

Subject:	Minimising the risk of evictions caused by the Housing Benefit Social Rented Sector Size Criteria		
Date of Meeting:	18 July 2013 8 May 2013 – Housing Committee		
Report of:	Executive Director for Environment, Development & Housing		
Contact Officer:	Name:	Jugal Sharma	Tel: 293201
	Email:	jugal.sharma@brighton-hove.gov.uk	
Ward(s) affected:	All		

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

- 1.1 Full Council meeting on 28 March considered a Notice of Motion relating to the reductions in Housing Benefit payments from the introduction of the social rented size criteria, sometimes referred to as the 'bedroom tax'. Council agreed to:

'Request that the relevant Council Committee considers this motion with a view to ensuring that the Council and its partners work with all those affected by this Housing Benefit cut, and all other welfare cuts, to wherever possible prevent further expensive and socially disruptive homelessness such as through evictions.'

- 1.2 The Council is committed to making best use of housing resources and has a strong track record of supporting initiatives that encourage social housing tenants under-occupying their current accommodation to downsize. The Council is also committed to preventing homelessness and supporting tenants to maintain their current accommodation wherever possible.
- 1.3 This report explains how this change to housing benefits will affect council tenants and its link to the wider welfare reform agenda. It also sets out a proposal to consult with tenants to develop an approach to minimise the risk of the council taking action to evict those affected. It also proposes some urgent action be taken due to the immediacy of the benefit changes.

2. RECOMMENDATIONS:

- 2.1 That Housing Committee note the Council resolution in relation to the Housing Benefit social rented sector size criteria attached as Appendix 1 to this report.
- 2.2 That Housing Committee request Area Panels consider the Notice of Motion and the proposals contained in this report so that their feedback can be considered by Housing Committee (via Housing Management Consultative Sub -Committee) during autumn 2013.

- 2.3 That Housing Committee earmark £70,000 on a one off basis from the Housing Revenue Account, to support urgent initiatives to minimise the risk of evictions.
- 2.4 That the consent of the Secretary of State be sought to use that funding to support additional dedicated Discretionary Housing Payments (DHP) for council tenants, supplementing the council's overall DHP fund.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 It is important to consider the changes to housing benefit that relate to under-occupation through the social rented sector size criteria (also referred to as the "bedroom tax") in the context of the government's wider welfare reforms. The welfare reforms are broad and complex and the council's response to any one aspect of it must be mindful of all the other changes that are already taking place and still to be rolled out. Understanding the cumulative impact on individuals and households and which groups are likely to face the most difficulty is very challenging. For example we cannot predict the scale of the behaviour changes that the reforms are to an extent designed create. The impacts will also be different across tenure, for example the challenges faced by households in the private rented sector will be different to those in social housing, particularly in council secure tenancies with low rents.
- 3.2 The council needs to be mindful of its fiduciary duties to council taxpayers. The collection of income, whether for rents, council tax or other charges is essential in order to ensure that the council is financially resilient and can afford to meet its agreed priorities. In this particular situation the council is not collecting the "bedroom tax", it is collecting rent from its council tenants in the same way it has always done. The challenge is that those tenants affected by the under-occupation rules who do not take any action will have less income from housing benefits to pay for that rent. It is vital that the council is clear and consistent in the messages it gives about the importance of paying rent, council tax and other charges and follows that through in its recovery action.
- 3.3 The council does however have legitimate concerns about those households facing the most severe financial hardship and those who are most vulnerable and there may in certain circumstances be a case for the council to intervene early to provide extra support to prevent additional costs being incurred by the council at a later date, in particular by avoiding evictions and preventing homelessness. However such decisions need to take into account the impact this may have on incentives for individual behaviour particularly in the longer term in order to ensure that the council's approach is affordable and sustainable.
- 3.4 The Government has provided a Discretionary Housing Payment (DHP) fund of an estimated £1 million to support the most vulnerable who have a shortfall between their benefit and their housing costs in 2013/14. Guidance from the Department for Work and Pensions (DWP) states that the fund is not intended to compensate for changes to the benefit system, but instead to provide temporary financial assistance to people who are experiencing particular difficulties or hardship. A report to Policy & Resources Committee on 2 May 2013 set out that the reduction in housing benefit across the city for people in all tenures is

estimated to be in the region of £11m to £12m for 2013/14. That report also puts forward proposals for how the DHP would be administered and guidelines on when awards would be granted in order to be as fair and transparent as possible. Council tenants are eligible to apply for support from that fund.

Impact of under-occupation changes on council tenants

3.5 In April 2013 the Social Sector Size Criteria came into force which will reduce Housing Benefit entitlement for working age tenants who are deemed to have more rooms than they need. Tenants under occupying by more than one room will have their Housing Benefit reduced by 14% and two or more extra rooms will attract a reduction of 25%. There are some exceptions to this size criteria:

- § pensioners are not affected by the provisions so will continue to receive full housing benefit if they have spare rooms
- § foster carers are allowed a room in between placements
- § families with adult sons or daughters in the armed forces are allowed a bedroom when they are away on active duty (so long as they intend to return)
- § disabled children who would normally be expected to share because of their ages no longer have to do so where it is unreasonable to expect this.

3.6 The council currently has 949 people of working age under-occupying council accommodation. 140 of those have 2 or more spare bedrooms, 809 have 1 spare bedroom. This is a reduction of £700,000 in housing benefit for the tenants affected, as detailed in table 1 below.

Table 1 **Size criteria – impact from HB reduction**

Under-occ level	No. of households	Average* weekly HB reduction per household	Average annual HB reduction per household
1	809	£11.66	£606
2+	140	£22.69	£1,180
Total	949	£13.32*	-

* NB: These are only average figures, and so are liable to change as the profile of tenants coming in or out of benefit changes

Actions we have taken to date

3.7 All council tenants currently affected have been advised in writing by the Benefits Service. In addition some existing housing officers (Neighbourhood Officers and Housing Service Advisors) along with three newly appointed visiting officers have been carrying out a programme of home visits to ensure tenants have understood the changes, are aware of their options, and have the opportunity to get additional advice. Our current advice to tenants has been to:

- Move to smaller accommodation either through the transfer incentive scheme or by doing a mutual exchange
- Rent out a spare room or take in a lodger

- Pay the rent shortfall
 - Get help to maximise your income and prioritise your expenditure.
- 3.8 More broadly the Council has put in place a number of support services to help households affected by the welfare reforms, mitigate the impacts and to present them with the options that will enable them to make well informed choices to move where they want to. These include:
- Additional funding for 2 years for the council's own Welfare Rights Service as agreed at Budget Council
 - Money advice contracts have been commissioned for both Council Tenants facing financial hardship and for households in all sectors who will be affected by the introduction of Council Tax Reduction. This support is to be delivered as a coordinated approach by Money Advice and Community Support (MACS) to the value of £180,000
 - Two Learning and Participation officers have been recruited to support and assist Council tenants to overcome any barriers they may face to learning, up-skilling and seeking work.
- 3.9 The Council's Financial Inclusion Strategy includes amongst other actions to:
- Create a Community Banking Partnership to deliver banking, savings and advice
 - Work within the Council and with other organisations in the city to ensure a consistent approach and to support people with their finances.
 - To commission organisations to help people make the most of their money by going online (digital inclusion).
- 3.10 The Council Tax Reduction Discretionary Fund (£300,000 for 2013/14), Local Discretionary Social Fund (£630,000 for 2013/14) and the Discretionary Housing Payments budget (£1m for 2013/14) are all being administered by a single team. There is a further £300,000 to top up any of these discretionary budgets under particular pressure.

Future Proposals to Support Council Tenants Affected by Under Occupancy Changes

- 3.11 It is proposed to set aside £70,000 as a one off sum from the HRA to support urgent initiatives to reduce the risk of evictions for council tenants. It is the intention to use this to supplement the council's main DHP fund with specific additional funding for council tenants. Council tenants would still be treated equally alongside other applicants to the main fund, but more would be able to be supported than would otherwise be the case. The costs that can be borne by the HRA are carefully prescribed in statute and there is a significant risk using funding in this way could be considered unlawful. However we are aware of another authority that has applied to the Secretary of State to agree this approach and we intend to follow the same route. Should this not be agreed then the funding will be retained for other initiatives that would meet the statutory criteria.

3.12 Consultation will be undertaken with Area Panels to consider whether there is merit in a longer term approach to supplementing the DHP fund to provide additional support to council tenants. This will consider:

- whether or not to set aside this additional funding in the future;
- the level of funding
- for how long should it continue
- how this should be addressed in the budget setting process for 2014-15.

3.13 In addition those meetings will consider ideas for alternative ways to minimise the risk of evictions including reviewing the incentives we have in place to help people move if they want to.

3.14 Any proposals following consultation with Area Panels will be considered at a Housing committee during autumn 2013.

4. COMMUNITY ENGAGEMENT AND CONSULTATION

4.1 In line with agreed protocols in relation to tenant consultation Area Panels in August will be asked to consider the Notice of Motion and proposals to set up a Discretionary Hardship fund solely for tenants along with reviewing incentives to help people move to support tenants affected by the welfare reform changes.

4.2 In line with agreed protocols in relation to tenant consultation Housing Committee request Area Panels consider Notice of Motion and review of proposed provision of an additional amount from the HRA to support tenants affected by rent arrears arising from under-occupation shortfalls arising from the welfare reform changes.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

5.1 The council reclaims eligible expenditure from government up to the total value of the Discretionary Housing Payments grant allocation. This report proposes that Secretary of State consent be sought to use £70,000 of HRA funding to support additional dedicated Discretionary Housing Payments (DHP) for council tenants, supplementing the council's overall DHP fund. The expenditure in relation to housing tenants will be closely monitored during the next few months to identify the level of demand to feed into the review of the scheme for council tenants.

5.2 The 2013/14 HRA budget includes an increase of £70,000 to the contribution to the bad debt provision because the introduction of benefit changes may make it harder to collect rents. This report proposes redirecting this funding to support urgent initiatives to minimise the risk of evictions, which should in turn reduce the potential increase in bad debts.

Finance Officer Consulted: Sue Chapman

Date: 23/04/13

Legal Implications:

5.3 The HRA is a statutory account administered in accordance with the Local Government and Housing Act 1989. The Secretary of State may give directions

as to the accounting practices to be followed by a local housing authority keeping the account. Section 87 of the Act allows him to give a direction making different provision for different cases and different housing authorities. This is the approach understood to have been taken by the other local authority referred to in paragraph 3.11. The legal risks associated with the report are set out in that paragraph.

Lawyer Consulted:

Name Liz Woodley

Date: 26/04/13

Equalities Implications:

- 5.4 An Equalities Impact Assessment is ongoing and has been summarised in the 2 May 2013 Policy and Resources committee report on the Discretionary Housing Payment fund.

Sustainability Implications:

- 5.5 There are no sustainability implications.

Crime & Disorder Implications:

- 5.6 The welfare reform programme have worked with the Police to share knowledge and understanding on welfare reform impacts including working with Police analysts to discuss joint monitoring of the impact of welfare reform.

Risk and Opportunity Management Implications:

- 5.7 The wider welfare reform programme has a risk log for all the welfare reform changes.
- 5.8 The risk of not supplementing the Discretionary Housing Payment fund is that the existing fund will not be sufficient to help many households most in need of securing their tenancies. The implication of this being severe hardship, increased effects of poverty, rent arrears and possible eviction.

Public Health Implications:

- 5.9 Maintaining people in their homes with a healthy standard of living helps improve the population's health and minimise inequalities. The use of discretionary payment schemes will help to mitigate any adverse impact of the benefit changes on vulnerable people's health and wellbeing. The public health directorate will work with colleagues to review the evidence relating to the effects of the welfare changes at a national level and to undertake a high level review of local impacts.

Corporate / Citywide Implications:

- 5.10 Supporting the most vulnerable tenants to maintain their tenancies will prevent homelessness and demands on other support services. It will also reduce the costs of income collection and potentially appeals against the operation of the Discretionary Housing Payment fund.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 Housing could choose not to give additional funding to the Discretionary Housing Payment fund. The welfare reform changes will inevitably lead to increased rent arrears and more officer time to collect the arrears, as well as higher collection costs.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 The impact of the Government's welfare reform changes will reduce income for tenants in receipt of benefit payments and may potentially affect their ability to pay their rent. Whilst the Government have given a higher Discretionary Housing Payment fund for 2013/14, (approximately £1 million), there is a large difference between the amount of the fund and the shortfalls in rent across the city, estimated to be between £11 and £12 million.
- 7.2 Providing additional funding from the HRA will enable the benefits service to better support more vulnerable council tenants across the city and provide a cost avoidance facility to the city council and other public agencies.

SUPPORTING DOCUMENTATION

Appendices:

1. Notice of Motion

Documents in Members' Rooms

Background Documents

1. Notice of Motion – 'Bedroom Tax'

NOTICE OF MOTION**BEDROOM TAX**

“This Council Notes:

From April 2013, the government is introducing a 'size criteria' which will limit how many bedrooms a family in council or social housing will receive benefit for- the so-called 'Bedroom Tax'.

If a household has more bedrooms than the Government says it needs, its Housing Benefit will be reduced: a 14% reduction in benefit for one 'spare' bedroom and a 25% reduction if a household has two or more 'spare' bedrooms.

This unjust change will affect an estimated 990 households living in accommodation owned by Brighton and Hove Council: resulting in a total reduction in Housing Benefit of some £750,000 a year.

These changes could force many households into real financial hardship, rent arrears – and ultimately, for some, homelessness. Many who are unable to prevent these outcomes may be forced to move home, in some cases away from the city.

This Council also notes the incredible work our officers and partners have been doing in preparing residents for welfare changes and acknowledges the difficult daily judgements they make to support those seeking their help.

This Council therefore condemns the 'Bedroom Tax' as an ideologically-driven attack on the least well-off in our society, and resolves to:

1. Request that the relevant Council Committee considers this motion with a view to ensuring that the Council and its partners work with all those affected by this Housing Benefit cut, and all other welfare cuts, to wherever possible prevent further expensive and socially disruptive homelessness such as through evictions;
2. Requests that the Chief Executive forward a copy of this motion to the city's three MPs, and asks them to raise the issue with Government.”

Council

18 July 2013

Agenda Item 26

Brighton & Hove City Council

Subject: Extract from the Proceedings of the Housing Committee meeting held on the 19 June 2013 – Home Efficiency Update: Procurement of Solar Photovoltaic Arrays for Housing Revenue Account Properties

Date of Meeting: 18 July 2013
19 June 2013 – Housing Committee

Report of: Head of Law

Contact Officer: Name: Lisa Johnson Tel: 29-1228
E-mail: lisa.johnson@brighton-hove.gov.uk

Wards Affected: All

FOR GENERAL RELEASE***Action Required of Council:***

To receive the item referred from the Housing Committee for information:

BRIGHTON & HOVE CITY COUNCIL**HOUSING COMMITTEE****4.00pm 19 JUNE 2013****COUNCIL CHAMBER, HOVE TOWN HALL****MINUTES**

Present: Councillor Randall (Chair), Kennedy (Deputy Chair), Peltzer Dunn (Opposition Spokesperson), Wilson (Group Spokesperson), Barnett, Duncan, Farrow, Fitch, Mears and Rufus.

PART ONE**11. HOME ENERGY EFFICIENCY UPDATE: PROCUREMENT OF SOLAR PHOTOVOLTAIC ARRAYS FOR HOUSING REVENUE ACCOUNT PROPERTY**

- 11.1 The Committee considered the report of the Executive Director Environment Development and Housing which provided an update on home energy efficiency, and the procurement of solar photovoltaic

arrays for Housing Revenue Account properties. Mr Reid, Head of Housing Strategy, presented the report.

- 11.2 The Chair thanked officers for the report, and noted that the cost of the installation seemed high. The Chair hoped that where possible local companies would be used.
- 11.3 Councillor Peltzer Dunn referred to the recommendations and asked whether the intention was to be a one year contract with an extension thereafter. Mr Reid confirmed that there would be a one year contract with a view to extending it for up to three years. Councillor Peltzer Dunn asked whether after the contract was awarded if any notice had to be given if the intention was to extend. The Chair said the officer who would be able to answer that was not at the meeting, and so a written response would be provided.
- 11.4 Councillor Mears referred to recommendation 2.3 and asked for confirmation that the Executive Director Environment Development and Housing had the authority to award the contract. The Chair confirmed he did.
- 11.5 Councillor Duncan referred to paragraph 4.2 of the report and asked that Leaseholders were consulted.
- 11.6 **RESOLVED:**

That Housing Committee –

- (1) Notes an update of the option appraisal for a large scale installation of Solar PV's to housing stock.
- (2) Approves the procurement of a contract for the supply and installation of Solar Photovoltaic Arrays to HRA owned dwellings for up to 12 months with two extensions of up to 12 months each if required, subject to satisfactory performance of the contractor.
- (3) Grants delegated authority to the Executive Director Environment, Development & Housing, in consultation with Director of Finance & Resources, to award the contract for up to 12 months following the recommendations of the evaluation panel, and approve two extensions to the contract of up to 12 months each if required, subject to satisfactory performance of the contractor.

13. ITEMS REFERRED FOR COUNCIL

- 13.1 It was agreed that the report, Home Energy Efficiency Update: Procurement of Solar Photovoltaic Arrays for Housing Revenue Account Properties be submitted to the Council meeting on 18 July 2013 for information.

Subject:	Home Energy Efficiency Update: Procurement of Solar Photovoltaic Arrays for Housing Revenue Account Property		
Date of Meeting:	18 July 2013 19 June 2013 – Housing Committee		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Martin Reid / Alex Fox	Tel: 293321 / 290773
	Email:	martin.reid:@brighton-hove.gov.uk alex.fox@brighton-hove.gov.uk	
Ward(s) affected:	All		

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

- 1.1 Tackling inequality and creating a more sustainable city are key priorities in the Council's Corporate Plan aligned to One Planet Living commitments. The Council is committed to improving the energy efficiency of the City's housing, reducing the cost of living at a time when energy prices continue to rise. The aim is to help households to access affordable energy efficiency measures, in particular people on low incomes. This will assist in tackling fuel poverty and contribute to reducing the City's carbon dioxide (CO₂) emissions. In addition, the Council is committed to contributing to the development of the One Planet approach to ensure Brighton & Hove will improve energy security, become more resilient to shortages and price increases in energy and other resources and take opportunities for growth in environmental sector jobs.
- 1.2 The Council has a strong track record of significant investment to increase the energy efficiency of the City's council housing stock. The Housing Investment Capital Programme 2013-2016 (approved by February 2013 Policy & Resources Committee) identifies £1.555m Housing Revenue Account capital budget over the next 3 years to be allocated to the installation of Solar Photovoltaic Arrays (Solar PV). It is estimated that this will achieve over 240 installations. In addition, we are committed to updating our business modelling to inform a review of proposals for installing Solar PV to the full 1600 potential council (HRA) properties identified in our original Solar PV options appraisal (2010-11).
- 1.3 This report sets out an update to the original Solar PV modelling for a large scale installation project as requested by Members of this Committee.
- 1.4. In addition this report seeks approval to tender a contract for the supply and installation of a small number of Solar Photovoltaic Arrays to Housing Revenue Account ('HRA') owned dwellings included in the 3 year HRA capital programme.
- 1.5 Further to the report presented to Policy and Resources in January 2013, this report also offers a brief update on progress with the West Sussex County

Council led procurement of a Green Deal provider for Sussex through the Sussex Energy Saving Programme.

2. RECOMMENDATIONS:

2.1 That Housing Committee –

- (1) Notes an update of the option appraisal for a large scale installation of Solar PV's to housing stock.
- (2) Approves the procurement of a contract for the supply and installation of Solar Photovoltaic Arrays to HRA owned dwellings for up to 12 months with two extensions of up to 12 months each if required, subject to satisfactory performance of the contractor.
- (3) Grants delegated authority to the Executive Director Environment, Development & Housing, in consultation with Director of Finance & Resources, to award the contract for up to 12 months following the recommendations of the evaluation panel, and approve two extensions to the contract of up to 12 months each if required, subject to satisfactory performance of the contractor.

3. RELEVANT BACKGROUND INFORMATION

3.1 One of the key strategic priorities outlined in the City-wide Housing Strategy 2009-14 is to improve housing quality; to make sure that residents are able to live in decent homes suitable to their needs. Our strategic goals under this priority include, reducing fuel poverty, minimising CO2 emissions and improving tenants' homes, ensuring they are of high quality and well maintained.

3.2 Brighton & Hove faces a number of challenges in increasing the energy efficiency of its housing stock:

- Homes contribute the most significant source of carbon dioxide in the City at 42% of Brighton & Hove's measured carbon footprint, or 514,000 tonnes per year, compared to 31% nationally;
- Domestic emissions in the City (including Council homes) account for around 57% of the city's total emissions from buildings;
- Fuel poverty rose to 13.5% in Brighton & Hove in 2010, higher than the South East average;
- The Joint Strategic Needs Assessment identifies the relationship between poor housing and poor health outcomes, in particular fuel poverty and poor thermal comfort. Director of Public Health Annual Report has identified good quality housing as important for building wellbeing and resilience and housing in the City as an area representing a particular vulnerability.

3.3 Where considering the energy efficiency of the city's housing stock there are also wider national energy challenges that need to be reflected, including:

- Rising energy costs - prices expected to double by 2030;
- Rising energy demand - expected to double by 2050 due to electrification of transport and population growth;
- De-carbonisation - 5% renewable energy within 8 years, 30% by 2030; 80% all energy 'de-carbonised' by 2050;

- Energy security - UK has only 14 days power reserves compared to France and Germany with >80 days, a 5% drop in imports could lead to 'sustained blackouts within weeks'.

3.4 Identifying funding and investment opportunities for home energy efficiency improvements to maintain the high standards of the previous programmes is a challenge we must face. With less central government funding available we are looking to access alternative funding streams to finance energy efficiency programmes for private sector housing and council housing in the City, these include:

- HRA capital programme;
- The 'Green Deal' and Energy Company Obligation;
- Feed In Tariffs – (Feed-in Tariffs (FITs) became available in Great Britain on 1st April 2010. Under this scheme energy suppliers have to make regular payments to householders and communities who generate their own electricity from renewable or low carbon sources such as solar electricity panels (PV) or wind turbines).

3.5 **HRA capital programme**

Significant investment has been made to increase the energy efficiency of the City's own housing stock through both the planned capital works programme and CERT & CESP funded schemes. The Brighton & Hove HRA capital programme for 2013-16 supports the action plan commitments set out as part of the One Planet Living plan, to reduce annual Carbon Emissions associated with energy use in council owned properties.

3.6 Against the background of rising fuel costs, we recognise that it is imperative that we reduce energy wastage by ensuring homes have modern heating systems and are well insulated to minimise the number of households suffering from fuel poverty. £10.1 million is included over the next three years to replace and upgrade a number of the communally heated systems alongside individual domestic replacements and improvements. Where practicable, renewable energy is being incorporated within these projects, for example, in 2012/13 Walter May House received a communal solar hot water system along with new high efficiency boilers. It is intended to undertake more of these types of project, subject to feasibility surveys that are now being undertaken.

3.7 Insulated over cladding provides an additional protective layer to our buildings this has a number of benefits including energy efficiency. The programme also includes survey and installation of cavity wall insulation and loft insulation top ups to 270mm, where construction types and location allow it. In addition it is proposed to fund the completion of ongoing major projects at Essex Place and Hereford Court, as well as starting Phase 2 improvements at the Bristol Estate (subject to further studies and required permissions).

3.8 We have installed 29 Solar PV installations on council housing stock. These serve 76 tenant dwellings and 26 leasehold flats.

3.9 Over the next 3 years £1.555 million has been allocated to the installation of Solar PV in Housing Revenue Account capital budget, it is estimated that this will achieve over 240 installations. This will allow the procurement of a separate

contract, which will scale-up delivery over the next 3 years, to enable the installation of Solar PV panels, integrated with appropriate projects, where possible, to take advantage of economies of scale and other identified stand-alone building improvement opportunities. It is recognised that insulation and other improvements to properties may be required in order to meet minimum energy performance requirements.

- 3.10 This small installation will help reduce fuel poverty, assist in meeting the Council's long-term carbon emissions reduction targets and provide accurate pricing for solar panels should the council wish to pursue a larger installation programme. It is envisaged at this time that the tender will take place via an existing framework agreement available to the Council.
- 3.11 As at the end of December 2012 the average SAP rating (using rdSAP09) across the council housing stock was 61.9.

3.12 **Green Deal Update**

Further to the report presented to Policy and Resources in January 2013 we can update on progress with the West Sussex County Council led procurement of a Green Deal provider for Sussex through the Sussex Energy Saving Programme. An opportunity for a Green Deal provider for Sussex was advertised through an OJEU notice in March 2013 with Brighton & Hove identified as a potential partner in a Sussex wide scheme. This procurement activity is ongoing with three bidders being taken forward to the dialogue stage, a significant focus of the procurement dialogue is on how the scheme can support the local economy through the use of local businesses, developing skills through education and apprenticeships and ultimately creating local jobs. A supplier is expected to be awarded a contract towards the end of 2013. A further report outlining the options available to Brighton & Hove to participate and potentially invest in this scheme will be presented to relevant committees over the coming months.

3.13 **Home Energy Conservation Act (HECA) requirements**

Guidance under the Home Energy Conservation Act 1995 (HECA) to English local authorities with housing responsibilities was published on 26 July 2012. It sets out requirements for those authorities to report on the measures they propose to take to significantly improve the energy efficiency of all the residential accommodation in their areas. The guidance links with the delivery of the Green Deal by local authorities. The HECA report should identify: practicable and cost-effective measures to significantly improve the energy efficiency of all residential accommodation in their area and the progress made in implementing the measures. HECA aims to focus the attention of local authorities more closely on the energy efficiency of all residential accommodation and on developing an integrated approach to their housing and energy efficiency strategies. There is a requirement for the Council to complete and submit an annual HECA report.

- 3.14 Progress on Solar PV will contribute toward our local authority Home Energy Conservation Act (HECA) requirement to report on measures we propose to take to significantly improve the energy efficiency of all residential accommodation in their areas. Recent HECA guidance also links this with delivery of the Green Deal by local authorities.

3.15 OPTIONS APPRAISAL FOR LARGE SCALE SOLAR PV INSTALLATION

Background

In 2010, an options appraisal identified that a large Solar PV installation project of approximately 1,600 installations on the council's housing stock would result in an overall positive return (that is net income to Housing) on the original capital investment and maintenance. This was mainly because at that time the Government was providing a significant income stream by guaranteeing to pay a high Feed in Tariff scheme for electricity generated and returned to the grid. A HRA capital scheme was then approved by Cabinet in September 2011 for installation of solar panels to 1,600 properties at a cost of £15 million fully financed by borrowing. This scheme was forecast to fund borrowing through net annual income streams and result in a net Net Present Value (NPV) surplus of c£9million over 25 years.

- 3.16 However, a major review of the Feed in Tariff scheme was then announced by the Government in December 2011, which meant it was no longer financially viable to proceed with a large scale scheme as in all scenarios the NPV returns became a deficit (cost), ranging from £2 to £8 million over 25 years. Further to this, the reduced tariffs meant that surpluses were not generated until year 17, which is when the borrowing costs would have been repaid. Therefore on these assumptions, there was an annual deficit which would need to be funded from the revenue budget over 16 years which ranged from £0.300 million to £0.600 million per annum. The HRA Capital Programme 2012-2015 report to Cabinet in February 2012, said that should circumstances change and positive revisions be made to the FIT tariffs or a very substantial reduction in the installation costs emerge that the business case for large scale installation would be revisited.
- 3.17 Since the Government reductions to the FIT scheme, and due to improvements in technology and manufacturing, the installation costs for Solar PVs have been reducing resulting in further changes to options appraisals.
- 3.18 **Updated Options Appraisal**
Our existing energy efficiency managing partner, Climate Consulting (who carried out the original options appraisal) and Officers, have now completed an updated options appraisal based on the current situation. Since the original appraisal the number of potential installations have reduced from 1,600 to 1,463, (of which 1,100 are houses) due to technical changes in panel sizing.
- 3.19 The options appraisal has been completed using two different assumptions for unit installation costs:
- 1 Climate Consulting estimated installation costs of £1,500 per Kwp inclusive of costs of planning, building control and DNO liaison and other project set up costs.
 - 2 Installation rates of £1,900 per Kwp plus initial project set up costs of £0.500 million as estimated by officers.
- 3.20 Table 1 compares the results of the two assumptions which provide Capital investment costs of between £6.7 and £8.5 million with a NPV return on investment, over 20 years of between a small surplus of £0.107 million and a

cost (negative NPV) of £2.8 million for unit installation rates of £1,500 and £1,900 per Kwp respectively.

- 3.21 The Climate consulting rates of £1,500 per Kwp achieving a surplus are lower than the current installation rates achieved at Brighton and Hove and are therefore currently untested. Current rates are at £1,900 per Kwp which would require capital investment by the Council. The procurement via the framework for small scale installations proposed in this report will provide officers with the current installation rates achievable in the City and therefore provide some cost certainty before procuring a larger installation scheme.
- 3.22 Table 1. Financial Appraisal of large scale Solar PV installation on Housing Stock

Scenario Modelled on 1,463 installations	Average Install cost per KWp£	Capital Cost	NPV Surplus/ (Deficit) over 20 Years
		£'000	£'000
Current BHCC install rates achievable.	1,900	8,455	(2,839)
Consultant assumed install rates.	1,500	6,675	107

- 3.23 There is a financial benefit to residents through savings in electricity bills of which the majority of savings would be to tenants in houses (1,100 installations), with some savings in costs for communal electricity on blocks of flats. It is difficult to accurately quantify the level of savings to residents as this would be dependant on electricity prices, resident usage behaviour and the amount of electricity generated but is likely to be in the region of £80 to £150 per annum for those in houses.
- 3.24 **PROCUREMENT OF FRAMEWORK FOR SMALL SCALE INSTALLATIONS 2013-2016**
- 3.25 The Housing Investment Programme 2013-16 supports our action plan commitments as set out in the One Planet Living plan, to reduce annual Carbon Emissions associated with energy use in council owned properties. The programme included funding totalling £1.555 million over the next 3 years to allow the procurement of a separate contract to enable the installation of Solar PV panels, integrated with appropriate projects, where possible, to take advantage of economies of scale and other identified stand-alone building improvement opportunities.
- 3.26 The Council is seeking to procure a contract for the supply, installation and FIT (Feed in Tariff) administration of Solar PV for a small number of HRA owned properties, including dwellings, where possible prioritising dwellings within the following criteria:

- That they be fitted to Sheltered Accommodation and/or;
- Dwellings in Lower Super Output Areas (LSOA's);
- That systems do not exceed 4kWh and;
- With EPC ratings of band D, or above and;
- That such buildings are suitable to receive PV;
- Other buildings where clear opportunities are identified.

3.27 Presently the Council has 29 PV systems on HRA property. This is comprised of 20 on individual houses (2 of which are now leased to BHSC) and 9 on flat blocks. In all, these serve a total of 78 HRA dwellings and 26 Leaseholders.

3.28 Indicative Property Lists:

Given the energy and cost savings to residents Solar PV provides, this report advises that the project targets areas of the City where the residents savings will be most effective. Paragraph 3.26 above indicates criteria that may frame prioritisation of homes. While seeking to address fuel poverty we are not proposing to *exclusively* target households in fuel poverty. By prioritising households in LSOA's and Sheltered Accommodation we are likely to both assist households that are fuel poor and also prevent fuel poverty that may arise among other residents. Other factors that will frame prioritisation of installations include cost effectiveness aligned to existing programmes of work and meeting technical criteria for optimisation of Solar PV installation in terms of suitability of the building. Therefore, from desk top studies only, Property & Investment has identified an initial potential batch of properties in LSOA's totalling over 400 dwellings and a large proportion of the Council's 23 Sheltered Accommodation blocks (which serve 850 dwellings). The need to clearly prioritise is required as the demand for Solar PV from residents is likely to be much greater than the number of installations that can be undertaken using the budgets available.

3.29 Project format:

The intention is to award the contract for the 2013/14 budget initially with two extensions subject to the performance of the contractor. The aim of this is to increase interest in the advertisement and tendering process and incentivise the successful contractor to be performance driven. It will also reduce the cost of further procurement through economies of scale. We currently model the cost of an average system at around £7000. Using that rate, the approximate values of the contract and extension are likely to be as follows:

- £300k in 2013-14 which should allow for the installation of around 42 PV systems.
- £500k in 2014-15 for an extension (at the Council's discretion) which should allow for the installation of around an additional 75 PV systems.
- £730k in 2015-16 for an extension (at the Council's discretion) which should allow for the installation of around an additional 130 PV systems.

3.30 The contract will be procured through an OJEU compliant Framework operated by Procurement for Housing (PfH). The Mini competition will be awarded on the basis of most economically advantageous tender based on the published evaluation criteria as follows:

- Commodity specific & whole life cost (Price) 60%

- Quality & Capacity (Quality) 20%
- Added value (Quality) 20%

4. COMMUNITY ENGAGEMENT AND CONSULTATION

- 4.1 Housing & Social Inclusion has a programme of continuous engagement with our residents through the various resident groups and representatives attend regular meetings with BHCC officers and contractors. Discussion and progress of the project will be incorporated into the relevant engagement groups, fully involving residents and their representatives in helping to deliver a successful project.
- 4.2 Leaseholder consultation will not be required.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 The Housing Revenue Account Capital Programme 2013-16 report, approved by Policy & Resources Committee in February 2013, included funding of £0.309 million for 2013/14 for Solar PVs, with provisional further funding in the programme of £0.516 for 2014/15 and £0.730 million for 2015/16. Any Feed in Tariff income generated from the installation of solar panels will be included in the 2014/15 Budget Strategy and Medium Term Financial Strategy.
- 5.2 The procurement and installation of a large scale solar panel programme would need to be reported to Policy & Resources Committee for both budget and funding approval.

Finance Officer Consulted: Susie Allen Date: 28 March 2013

Legal Implications:

- 5.3 The authority of Housing Committee is required for matters with housing implications, such as the procurement of the supply and installation of Solar Photovoltaic Arrays to HRA owned dwellings for which the costs are likely to exceed £500,000. Accordingly the committee is entitled to agree the recommendations at section 2 above.
- 5.4 Further, the Council's contract standing orders require that authority to enter into a contract valued at £500,000 or more be obtained from the relevant committee.
- 5.5 The Council is entitled to make alterations and improvements including the installation of solar PV panels on HRA owned dwellings so long as these comply with the appropriate buildings regulations and fire safety requirements.
- 5.6 The tender of the contract is subject to compliance with the full application of applicable EU legislation together with the Public Contracts Regulations 2006, the Council's Contract Standing Orders and Financial Regulations.

Lawyer Consulted: Isabella Sidoli

Date: 3 April 2013

Equalities Implications:

- 5.7 In targeting LSOA's installations will have direct affect on the quality of life for the Council tenants they serve. There will also be a wider positive impact socially and economically as the systems go some of the way towards tackling fuel poverty and the City's energy consumption. Importantly, systems installed on the sheltered schemes serve some of our elderly and most vulnerable residents.
- 5.8 Dependent on the model chosen there is the potential for a large energy efficiency retrofit programme in Brighton & Hove to address a number of issues faced by vulnerable residents in the City, and those at greater risk of fuel poverty and its impacts. A full Equalities Impact Assessment can be carried out if and when details of a preferred model and delivery route emerge.

Contractor Sustainability Implications:

- 5.9 The proposals outlined above would bring significant sustainability benefits in terms of climate change and energy use and promoting sustainable communities.
- 5.10 The procurement process shall ensure that all contractors will be assessed for their sustainability credentials, where relevant, in the following typical areas (please note the actual criteria for assessment is still to be formulated):
- Have policies in place that will improve energy efficiency and encourage awareness of energy issues in terms of their own operations.
 - Have a commitment to reducing waste, reusing and recycling resources used in the delivery of the service wherever possible, and aim to ultimately send a minimum amount of waste to landfill.
 - Have a commitment to reduce green house gas emissions to the atmosphere arising from its activities including operational and embedded CO₂ levels.
 - As part of this commitment the contractor should encourage low carbon modes of transport and fuel-efficient driving, as well as reducing the need to travel.
 - Have a commitment to sustainable procurement and consider the whole life cost of goods and services procured on behalf of the Council. All aspects of procurement should be assessed to help reduce significant environmental impacts, whilst also maintaining a balance between social and economic needs of the wider community.
 - Actively engage with and improve the performance and sustainability of its own supply chain.

Crime & Disorder Implications:

- 5.11 This project is not thought to have any specific crime and disorder implications.

Risk and Opportunity Management Implications:

- 5.12 Risks associated with this procurement will be managed using the corporate risk management methodology.

Public Health Implications:

- 5.13 As identified above and within the Joint Strategic Needs Assessment the impact of living in cold homes and fuel poverty is significant on health, particularly for vulnerable groups, including: children; older people; and people with disabilities and long term health conditions. The health risks of living in a cold home include breathing difficulties, heart and circulatory problems, mobility problems, increased risk of stroke and poor mental health.

Corporate / Citywide Implications:

- 5.14 The proposals outlined in this report support the following council priorities
- Tackling inequalities
 - Making Brighton & Hove a more sustainable city
- 5.15 The installation of solar PV systems will help demonstrate the Council's commitment to act on fuel poverty & climate change, and be seen to take a positive lead in the use of renewable technology.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S)

- 6.1 Options available in relation to Home Energy Efficiency measures are outlined in the body of the report. .

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 In tackling climate change this report recognises key national policies such as the Climate Change Act (2008) which sets out targets for reducing carbon emissions and the UK Renewable Energy Strategy (2009) which commits the UK to producing 15% of its energy from renewable sources by 2020. In tackling fuel poverty as well as climate change this report recognises Brighton & Hove's Housing Strategy 2009-14 which includes strategic goal no. 7 of reducing fuel poverty and minimising CO₂ emissions.
- 7.2 The delivery of Solar PV is part of Housing & Social Inclusion's One Planet Living Sustainability Action Plan, approved unanimously at P&R March 2013.

8. TIMESCALE

- 8.1 An indicative timetable for the procurement and the implementation of the contract is shown below.

	Start Date	End Date
Formulate Call off documentation	24 June 2013	12 July 2013
Issue mini Competition Documentation	15 th July 2013	15 July 2013
Site Visits	29 July 2013	2 August 2013
Tender Returned	12 August 2013	12 August 2013
Tender Evaluation	13 August 2013	30 August 2013
Issue Evaluation Report for approval	2 nd September 2013	6 th September 2013
Award / Rejection Letters	9 th September 2013	9 th September 2013
Contract Start Date	30 September 2013	tbc

NOTICE OF MOTION**GREEN GROUP****2018 GAY GAMES**

“This council congratulates Sport London, a network of LGBT Sports Clubs in the Capital, which has successfully campaigned for London to be included in the final short list of three cities to host the 2018 Gay Games. It is the first time the UK has put its hat in the ring for the Gay Games, and the bid is built on the excellent job done by London in hosting the 2012 Olympics and Paralympic Games.

The Gay Games started in San Francisco in 1982 and is held every four years. One of the world’s largest sporting and cultural events, it lasts seven days and covers up to 36 sports and cultural activities. It attracts around 10,000 participants from more than 70 nations. Paris and Limerick are the other two cities on the short list. A decision is expected towards the end of the year.

This council shares the founding principles of the Gay Games, which are inclusion, participation and personal best. It believes Brighton and Hove can only benefit from the games coming to London, particularly through participants and spectators making the short trip to enjoy our city with its strong and vibrant LGBT community. There is also the possibility that one of the national teams might use the city as its base.

It therefore requests the Chief Executive to write to Sport London expressing the council’s formal support for the bid.”

Proposed by: Cllr Randall

Seconded by: Cllr Powell

Supported by: Cllrs Bowden, Davey, Deane, Duncan, Hawtree, Jarrett, Jones, Kennedy, Buckley, A Kitcat, J Kitcat, Littman, Mac Cafferty, Phillips, Shanks, Rufus, Sykes, Wakefield and West.

Council	Agenda Item 27(b)
18 July 2013	Brighton & Hove City Council

NOTICE OF MOTION

GREEN GROUP

TEACHERS' PAY

“This Council calls on the Government to abandon plans to introduce performance-related pay for teachers. We ask that the national pay structure and inflation-linked pay for teachers is reinstated, as there is little evidence to prove that teachers will work more productively or that children will learn better under these new proposals.

Secretary of State for Education, Michael Gove, believes that the new measures, allowing schools to set salary levels will give schools greater freedom over teachers' pay and help recruit the best staff.

We remain convinced that teaching is an effort shared by staff, school leadership, children, parents, governors and the community. The Secretary of State's measures undermine this practice by introducing a divisive element where teachers compete for pay increases at the expense of their colleagues. Further, potential new teachers will be put off from entering the profession, it will lead to decisions being made based on financial climate rather than performance, and it will generate more paperwork for schools

This Council believes the government should be looking for ways to encourage and enable more teachers and schools to share good practice instead of being in constant competition with each other.

We therefore call on the government to work with and consult with teachers rather than impose crude ideological schemes on them and ask the Chief Executive to refer the motion to the Secretary of State.”

Proposed by: Cllr Buckley

Seconded by: Cllr Wakefield

Supported by: Cllrs Bowden, Davey, Deane, Duncan, Hawtree, Jarrett, Jones, Kennedy, A Kitcat, J Kitcat, Littman, Mac Cafferty, Phillips, Powell, Randall Rufus, Shanks, Sykes and West.

NOTICE OF MOTION**LABOUR & CO-OPERATIVE GROUP****PAYDAY LENDERS**

“This council notes the increasing use of payday lenders charging interest rates of up to 5,800% by families in Brighton and Hove.

This council notes that 20,000 people called the National Debtline last year with problems arising from payday loans, with typical debts of £1,500 on average.

This council notes that the Office of Fair Trading has ordered the Competition Commission to investigate bad practices in the industry, worth £2.2billion in the UK, with 8.2 million loans taken out in 2011/12.

This council resolves:

- 1) to ask the Chief Executive to write to the Secretary of State for Business and the Chancellor of the Exchequer calling for a cap on loan rates;
- 2) to ask the Overview & Scrutiny Committee to establish a Scrutiny Panel to explore options on limiting the number of payday loan shops in the city using examples of best practice in other authorities and reporting to the relevant committees; and
- 3) that this authority use every means available to promote the use of credit unions and other responsible lenders by residents.”

Proposed by: Cllr Wilson

Seconded by: Cllr Marsh

Supported by: Cllrs Morgan, Mitchell, Fitch, Hamilton, Carden, Farrow, Pissaridou, Gilbey, Lepper, Robins and Meadows.

NOTICE OF MOTION**LABOUR & CO-OPERATIVE GROUP****REFORM OF TAXI AND PRIVATE HIRE OPERATION**

“For the past year, at the request of the government, the Law Commission has been consulting on changes to legislation governing taxi and private hire vehicle operation. The government’s stated principals for the review are based on de-regulation and the imposition of national standards.

Following thousands of submissions from taxi drivers, private hire operators, unions, local licensing authorities, disability groups and other stakeholders as to the effect that such de-regulation would have, the Law Commission has published an interim statement proposing that for Hackney Carriages local authorities would retain their powers to regulate numbers and exercise some quality control.

However, concern remains as to the effect on the city’s local Private Hire trade from the government’s preference that only national standards will apply particularly in respect of;

- Removing border restrictions
- No requirement for a local ‘knowledge’ test
- No mandatory requirement for disability awareness training
- A ‘light-touch’ approach to accessibility issues
- The loss of any locally agreed price structure and consumer protection

Should these proposals be enacted, local companies and drivers will face fierce competition from larger companies, possibly from London, who could flood the city with cabs offering cut-price deals and drive the local trade out of the market. Such de-regulation of the Private Hire trade could then also affect the Hackney trade leading to a general loss of local identity and service standards.

Further concerns relating to public safety with respect to enforcement have not been dealt with by the Law Commission. They have not explained how a car licensed in one part of the country but working in another will be managed.

Our City with over 1000 licensed vehicles is already struggling to cope with enough rank spaces. Major concerns regarding the number of vehicles which might come to Brighton affecting the already high co2 emissions is also of great concern.

Furthermore concerns relate to the service provision for wheelchair users who call for Private Hire Services. Currently under local authority control this provision is met by the Council working with local stakeholders. If this control is removed in favour of national standards this provision could disappear.

Therefore this council,

- Welcomes the interim proposals from the Law Commission relating to Hackney Carriages that will allow this council to continue with its policy of managed growth and quality control.
- Expresses grave concern as to the potential effects of the de-regulation of the Private Hire trade with particular concern to Public Safety, a possible increase in Co2 levels, service provision to wheelchair users and further concerns that local operators and drivers could be driven out of the market.
- Requests that the Chief Executive conveys these specific concerns in relation to the local Private Hire trade as set out in this motion to the relevant government minister and to the Law Commission.”

Proposed by: Cllr Lepper

Seconded by: Cllr Robins

Supported by: Cllrs Fitch, Hamilton, Carden, Farrow, Marsh, Pissaridou, Gilbey, Lepper, Morgan, Meadows and Wilson.

NOTICE OF MOTION**CONSERVATIVE GROUP****STIMULATING NEW HOUSE BUILDING IN BRIGHTON & HOVE**

“This Council notes with concern that the Estates Masterplan, started under the previous Administration in 2009/10, has stalled and is unlikely to deliver any new affordable housing until 2015 at the earliest. This work identified land for a potential 800 new homes in the city yet, to date, only 15 units at the former Ainsworth House site have been built. This Council recognises that a new house building programme of this scale would not only help to reduce the growing waiting list but would also benefit the local economy by creating local jobs and apprenticeships.

This Council notes the proactive and innovative approaches to financing new affordable housing being taken by other local authorities in recent years in response to the climate of reduced public funding. For example, Wealden District Council directly funding new council housing; a growing number of councils – e.g. Thurrock and South Holland setting up stand alone housing companies; councils such as Hammersmith & Fulham who have made use of the value in their housing stock to lever in new funding; and councils such as Hastings and Warrington who have loaned money to Housing Associations to develop housing.

Furthermore, this Council welcomes:

- (a) the Government’s Affordable Rent model which significantly reduces the amount of public subsidy required for new affordable housing. If adopted in Brighton & Hove, this could potentially increase the amount of affordable housing built by five and a half times¹ and
- (b) the Government’s Affordable Housing Guarantee Scheme which will help to reduce borrowing costs thereby increasing the number of new affordable homes that can be built.

Therefore, this Council requests that a report be brought to the next Housing Committee giving options for speeding up the Estate Regeneration programme by:

¹ [http://present.brighton-hove.gov.uk/Published/C00000709/M00004055/AI00032741/\\$New%20Homes%20for%20Neighbourhoods%20-%20Estate%20Regeneration%20Programme_v2.docA.ps.pdf](http://present.brighton-hove.gov.uk/Published/C00000709/M00004055/AI00032741/$New%20Homes%20for%20Neighbourhoods%20-%20Estate%20Regeneration%20Programme_v2.docA.ps.pdf)

- (a) looking at how best practice from other councils could be applied in Brighton & Hove and
- (b) putting forward a business plan detailing how the Affordable Rent model and the Affordable Housing Guarantee Scheme can deliver specific schemes on HRA land across the city within the next year.

Proposed by: Cllr Peltzer Dunn

Seconded by: Cllr Mears

Supported by: Cllrs C. Theobald, G. Theobald, A Norman, Janio, Cox, Brown, Simson, Hyde, K. Norman, Smith, Wealls, Barnett, Wells, Pidgeon and Bennett.

NOTICE OF MOTION**CONSERVATIVE GROUP****TRAVELLER ENCAMPMENTS ON SENSITIVE SITES
IN BRIGHTON & HOVE**

“On 25th October 2012, Full Council resolved to:

“Request that the Environment & Sustainability Committee considers the adoption of a sensitive site protocol, in partnership with Sussex Police, as a matter of urgency and that any future incursions on sensitive sites be the subject of immediate eviction utilising the powers described above (Criminal Justice & Public Order Act 1994).”

This Council regrets that, as of 18th July 2013, the will of Full Council has not been carried out in respect of the above resolution and that unauthorised incursions on sensitive sites are still being tolerated by the Council and Police for significant periods of time, causing great disruption to local communities.

Furthermore, this Council believes that appropriate measures are not being taken by the Council and the Police to ensure that sensitive sites are adequately protected from break in, especially immediately after travellers are moved on from another site in the city.

Therefore, this Council resolves to request that the Chief Executive organise an urgent meeting between herself, the Chief Superintendent of Brighton & Hove and the Leaders of the 3 political groups on the Council to agree a robust action plan to ensure that, as the busy summer season unfolds, the city’s parks, gardens and playing fields are properly protected from further unauthorised encampments.”

Proposed by: Cllr G. Theobald

Seconded by: Cllr K. Norman

Supported by: Cllrs Peltzer Dunn, Wealls, A Norman, Janio, Hyde, Brown, Simson, Mears, Cox, Smith, C. Theobald, Barnett, Wells, Pidgeon and Bennett.

