

BRIGHTON & HOVE CITY COUNCIL
POLICY, RESOURCES & GROWTH COMMITTEE

4.00pm 13 JULY 2017

**COUNCIL CHAMBER, HOVE TOWN HALL, NORTON ROAD, HOVE,
BN3 4AH**

DECISION LIST

Part One

8 TREASURY MANAGEMENT POLICY STATEMENT 2016/17 – END OF YEAR REVIEW

Contact Officer: James Hengeveld *Tel:* 01273 291242
Ward Affected: All Wards

- 1) That Policy, Resources & Growth Committee endorses the key actions taken during the second half of 2016/17 to meet the TMPS and practices (including the investment strategy) as set out in this report.
- 2) That Policy, Resources & Growth Committee notes the reported compliance with the AIS for the period under review.
- 3) That Policy, Resources & Growth Committee notes that the approved maximum indicator for investment risk of 0.05% has been adhered to and the authorised borrowing limit and operational boundary have not been exceeded.

9 REVENUE & CAPITAL BUDGET PLANNING AND RESOURCES UPDATE 2018/19

Contact Officer: Heather Bentley *Tel:* 01273 291244
Ward Affected: All Wards

That the Policy, Resources & Growth Committee:

- 1) Note the resource and net expenditure projections for 2018/19 and the Medium Term Financial Strategy (MTFS) projections set out in the body of the report and appendices 1 and 2 based on annual 1.99% Council Tax increases and a 3% Adult Social Care precept in 2018/19 only.
- 2) Note the revised savings requirement of £21.5 million over the 2 years 2018/19 to 2019/20, including £11.6 million in 2018/19, to be used for

- budget setting purposes as detailed at paragraph 3.49.
- 3) Instruct the Executive Leadership Team (ELT) to refresh the current 4 Year Service & Financial Plans and develop further savings proposals to address any outstanding budget gaps for 2018/19 and 2019/20, based on the MTFS assumptions in this report for consideration by Policy, Resources & Growth Committee.
 - 4) Agree the proposed approach to reviewing the Council Tax Reduction Scheme as set out in paragraphs 3.18**Error! Reference source not found.** to 3.20.
 - 5) Note the resource projections for the Capital Investment Programme as shown in appendix 3.

10 TARGETED BUDGET MANAGEMENT (TBM) 2017/18: MONTH 2

Contact Officer: Jeff Coates
Ward Affected: All Wards

Tel: 01273 292364

- 1) That the Committee note the forecast risk position for the General Fund, which indicates a budget pressure of £1.375m. This includes a break-even position on the council's share of the NHS managed Section 75 services;
- 2) That the Committee note that total recurrent and one-off risk provisions of £1.500m are available to mitigate the forecast risk if the risks cannot be completely eliminated by year-end;
- 3) That the Committee note the forecast for the Housing Revenue Account (HRA), which is currently a break-even position;
- 4) That the Committee note the forecast risk position for the Dedicated Schools Grant which is an overspend of £0.242m;
- 5) That the Committee note the forecast outturn position on the capital programme and approve the variations and slippage in Appendix 4 and the new schemes as set out in Appendix 5;
- 6) That the Committee approve a virement within the ring-fenced HRA transferring £0.750m from the revenue repairs and gas services budgets to investment in the HRA capital programme (paragraph 3.11);
- 7) That the Committee approve the allocation of the available 2016/17 outturn underspend as set out in the revised paragraph 3.26;
- 8) That the Committee approve the allocation of the additional £0.250m Concessionary Fares saving as set out in paragraph 3.27.
- 9) That the Committee approve a virement allocating Improved Better Care Funding of £4.643m to Health & Adult Social Care and £0.450m to Families, Children & Learning (see Adult Social Care section of Appendix 2)

- 10) That the Committee note that the Chief Executive exercised urgency powers in accordance with the constitution, after consultation with the Chair of this Committee, to provide £0.030m of short term loan financing to the Saltdean Lido Community Interest Company (paragraph 6.3).
- 11) That the Committee agree that £100,000 is committed to the Madeira Terrace crowdfunding campaign from the i360 reserve, subject to the crowdfunding target being achieved; and
- 12) That in addition to the funding set out at 2.11 above, the Committee agree to earmark a further £1m from the i360 reserve to support the regeneration and refurbishment of Madeira Terrace, subject to the approval of a business case by Policy, Resources & Growth Committee.

11 HEALTH & SOCIAL CARE INTEGRATION

Contact Officer: Richard Fullagar *Tel:* 01273 293846
Ward Affected: All Wards

- 1) That Policy, Resources & Growth Committee note the report and;
 - Agree the principle of further integration between the CCG and Council and the local direction of travel towards a new model of city-wide health and social care.
 - Authorise officers to work with CCG colleagues and other NHS Providers in order to bring detailed proposals to the Policy Resources and Growth Committee in October 2017.
 - Note the direction of national policy.

12 ANNUAL PROGRESS UPDATE CORPORATE KEY PERFORMANCE INDICATORS 2016-17

Contact Officer: Rima Desai *Tel:* 01273 291268
Ward Affected: All Wards

1. To review progress in relation to Corporate KPIs particularly corrective measures outlined for 'red' and 'amber' indicators and provide ongoing support and challenge to lead officers to bring performance back on track.

13 KEY PERFORMANCE INDICATORS TARGET SETTING 2017-18

Contact Officer: Rima Desai *Tel:* 01273 291268
Ward Affected: All Wards

1. To review and approve the Corporate KPI set and associated targets proposed by Leadership Board as set out in Appendix 2

2. To note that target figures may change during the year if new benchmarking figures become available. PR&G approval will be sought if there is a proposal from Directorates to change the rationale for particular targets.

14 PROGRESS REPORT ON THE WORKFORCE EQUALITIES ACTION PLAN

Contact Officer: Liz Boswell *Tel:* 01273 291307
Ward Affected: All Wards

- 1) That the Committee note the progress made during Year 4 of the Workforce Equalities Action Plan as summarised in paragraphs 3.7-3.28.
- 2) That the Committee approve the areas of focus of the work programme under the Action Plan for the year.

15 POLICY REVIEW PANEL OUTCOMES - URBAN & RURAL ESTATE

Contact Officer: Angela Dymott *Tel:* 01273 291450
Ward Affected: All Wards

That Policy Resource & Growth Committee:-

- 1) Notes and approves the Policy Review Panel's report (Appendix 1) and their recommendations (section 4 of Appendix 1).
- 2) Approves the proposal and draft Terms of Reference to establish a cross party Asset Management Board as set out at paragraph 4.4 and Appendix 3.
- 3) Authorises the Council's Monitoring Officer to update the Council's constitution to incorporate the new Board.
- 4) Notes that the Asset Management Board will provide regular updates on progress and report to this Committee.
- 5) Agrees to review the operation of the Asset Management Board after a period of 12 months (or earlier if considered appropriate).

16 NEW HOMES FOR NEIGHBOURHOODS MODULAR PILOT - Y:CUBE PROPOSAL

Contact Officer: Carol Jenkins *Tel:* 01273 293832
Ward Affected: Moulsecoomb & Bevendean

That Policy, Resources and Growth Committee take note and approve the recommendations as set out below, as recommended for approval by Housing and New Homes Committee:

- 1) That the land at Eastergate Road, Brighton as identified in the plan at

Appendix 1 be made available for leasing for the development of affordable rented housing.

- 2) That there be delegated authority to the Executive Directors for Economy, Environment & Culture, Finance and Resources and Neighbourhoods, Communities & Housing (in consultation with each other) to enter into the necessary contracts with YMCA DownsLink Group to lease the largely cleared council housing garage site at Eastergate Road, Brighton in order to secure the building of modular Y:Cube homes for affordable rent by the YMCA. The granting of the lease is subject to YMCA DownsLink Group obtaining planning consent, funding and entering into a nominations agreement with the council.

17 NEW HOMES FOR NEIGHBOURHOODS – SCHEME AND APPROPRIATION APPROVAL - LYNCHET CLOSE

Contact Officer: Carol Jenkins

Tel: 01273 293832

Ward Affected: Hollingdean & Stanmer

- 1) That Policy, Resources and Growth Committee note and approve the recommendations as set out below, as recommended for approval by Housing and New Homes Committee:
 - i. Approve that the Environmental Services land marked with hatching in Appendix 1 be appropriated to the Housing Revenue Account for a nil capital receipt for planning purposes to enable the whole vacant Lynchet Close site to be developed for new council housing;
 - ii. Approve a budget of £2.532m for the Lynchet Close scheme in the HRA Capital Programme which will be financed through a mixture of HRA borrowing and retained Right to Buy capital receipts.

18 PROPOSAL FOR A NEW GP SURGERY AT 62/63 OLD STEINE AND 3 PALACE PLACE

Contact Officer: Robert Crossan

Tel: 01273 291442

Ward Affected: Queen's Park; St Peter's & North Laine

- 1) That, subject to final agreement with the NHS and GP Surgery, the Committee notes the grant of a new 20 year Lease at market rent of 62/63 Old Steine and 3 Palace Place to Ardingly Court Surgery for use as a GP Surgery under officer delegations.
- 2) That the Committee agrees to provide an estimated £0.850million investment, funded through borrowing, to be added to the £0.813 million of ETTF grant funding to enable the redevelopment of the property for the delivery of modern fit for purposes GP facilities.
- 3) That the committee agrees to add the total scheme costs of £1.663 million to the council's capital investment programme with the financing costs of

the borrowing recovered from the NHS CCG over the 20 year lease.

- 4) That committee delegates authority to the Executive Director Economy, Environment & Culture following consultation with the Assistant Director Property & Design and Head of Legal Services to approve terms.

19 39-41 WHITEHAWK WAY

Contact Officer: Jessica Hamilton *Tel:* 01273 291461
Ward Affected: East Brighton

- 1) That the Committee authorises the disposal of the subject properties to SHA by way of long leasehold (option 4) and that delegated powers be given to the Executive Director of Economy, Environment & Culture, Assistant Director Property & Design and Head of Legal Services to approve terms.

20 DISPOSAL OF FLAT 2 ST JAMES MANSIONS, BRIGHTON

Contact Officer: Jessica Hamilton *Tel:* 01273 291461
Ward Affected: Queen's Park

- 1) That the Committee authorises the disposal by way of long leasehold of Flat 2 St James Mansions and that delegated powers be given to the Executive Director of Economy, Environment & Culture, Assistant Director Property & Design and Head of Legal Services to approve terms

21 COURT FARM SURRENDER

Contact Officer: Jessica Hamilton *Tel:* 01273 291461
Ward Affected: Woodingdean

That the Committee:

- 1) Authorise the surrender of the Agricultural Holdings Act Tenancy on the terms proposed at paragraph 3.3.
- 2) Authorise the letting of the land surrendered by way of 2 Farm Business Tenancies to existing council farm tenants, of adjacent farms, terms to be approved by the Assistant Director Property & Design in consultation with the Executive Director of Economy, Environment & Culture.

22 BARTHOLOMEW SQUARE, MOSHIMO LEASE ALTERATION AND SKYLIGHT DEVELOPMENT PROPOSAL

Contact Officer: Robert Crossan *Tel:* 01273 291442
Ward Affected: Regency

That Committee:

- 1) Approves the grant of a new lease for the skylight extension including use of roof space at Bartholomew House. In principle terms are summarised in Part 2 of this report.
- 2) Approves the extension of the ground floor demise of the existing restaurant by way of a lease surrender and re-grant, to enable the expansion of the existing restaurant. In principle terms are summarised in Part 2 of this report.
- 3) Delegates authority to the Executive Director of Economy, Environment & Culture, Assistant Director Property & Design and Head of Legal Services to approve detailed lease terms.

23 HOUSING MANAGEMENT SYSTEM PROCUREMENT

Contact Officer: Diane Hughes
Ward Affected: All Wards

Tel: 01273 293841

That Housing & New Homes Committee recommend to Policy, Resources & Growth Committee that:

- 1) The Executive Director Neighbourhoods, Communities & Housing is granted delegated authority to:
 - (i) Carry out a procurement of a new housing management IT system for council housing services and;
 - (ii) Award and let a contract with the preferred supplier for a period of 5 years with an option to extend by 2 years.
- 2) A budget of £1.200m for a contract for a new housing management IT system, funded by Housing Revenue Account reserves, is approved.

24 PROCUREMENT OF A NEW CONTRACT TO SERVICE AND INSTALL WARDEN CALL SYSTEMS IN SENIORS HOUSING

Contact Officer: Christopher Barber
Ward Affected: All Wards

Tel: 01273 293216

- 1) That Housing & New Homes Committee recommends to Policy, Resources & Growth Committee that delegated authority is granted to the Executive Director with responsibility for Neighbourhoods, Communities & Housing, following consultation with the Executive Director of Finance & Resources to:
 - (i) Launch a competitive procurement process to secure a contractor to supply, install, service and repair all equipment needed to provide Warden Call systems in Seniors Housing;
 - (ii) Award a contract with a term of 4 years to the bidder offering the best value in terms of price and quality;

- (iii) Approve an extension (or extensions) of the contract for up to a further period of 2 years if required and dependant on performance.

25 PROCUREMENT OF THE COUNCIL'S COMMERCIAL PORTFOLIO'S ESTATE MANAGEMENT CONSULTANCY CONTRACT

Contact Officer: Angela Dymott
Ward Affected: All Wards

Tel: 01273 291450

That Policy, Resources & Growth Committee:

- 1) Authorises the procurement of the new Estate Management service contracts for:
 - (i) the council's urban property portfolio; and
 - (ii) the council's agricultural property portfolioeach with an initial term of 5 years and an option to extend the initial term by up to a further 2 years.
- 2) Delegates authority to the Executive Director, Economy Environment and Culture following consultation with the Assistant Director, Property & Design to:
 - (i) Award the contracts referred to in 2.1 above following the recommendations of the working group evaluation panel and the results of the tendering process; and
 - (ii) Approve any extension(s) to the initial term of the contracts of up to 2 years, dependent upon performance.
- 3) Note that the tender specifications for the new contracts will be reviewed and updated to take into account relevant recommendations from the recent Policy Review Panel as well as any additional relevant recommendations from the proposed Asset Management Board.

26 GRANT OF NEW LEASES SHOREHAM AIRPORT

Contact Officer: Robert Crossan
Ward Affected: All Wards

Tel: 01273 291442

That Committee notes the approach made by the administrators and authorises:-

- 1) The surrender of the existing head leases.
- 2) The grant of a new 350 year lease on the whole site outlined red on the plan at Appendix 1 in return for:

- (i) the payment of the £1 million outstanding debt owed
- (ii) the payment of a lease premium detailed in the part 2 report
- (iii) the dedication of approximately 8 acres of land to facilitate the Environment Agency's flood defence project
- (iv) dedication of land for a memorial garden for the Shoreham Airshow Crash

Such lease to contain a wider user clause than the existing lease to enable commercial use and development of the land shown coloured blue on the plan at Appendix 1, and permit the underletting of further parts of the airport as shown on the indicative lotting plan at Appendix 1.

- 3) That the Committee delegates agreement of the detailed lease terms and all other steps necessary to enable the proposals outlined in this report to proceed to the Executive Director Economy Environment & Culture and Assistant Director of Property.
- 4) That Committee notes that the two previous schemes approved by Policy & Resources Committee on 1 May and 16 October 2014 are no longer proceeding.

27 ORBIS JOINT COMMITTEE

Contact Officer: Elizabeth Culbert
Ward Affected: All Wards

Tel: 01273 291515

- 1) Recommends to Full Council on 20th July 2017 the establishment of the Orbis Joint Committee with effect from 1st April 2017, details of which are set out in Appendix 1 of this report.