

BRIGHTON & HOVE CITY COUNCIL
POLICY, RESOURCES & GROWTH COMMITTEE

4.00pm 25 JANUARY 2018

COUNCIL CHAMBER, HOVE TOWN HALL

DECISION LIST

Part One

82 BUSINESS RATES RETENTION FORECAST 2018/19

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

That Policy, Resources & Growth Committee:

- 1) Notes that the amount forecast to be received by the council in 2018/19 from its share of local business rates and section 31 Local Government Act 2003 compensation grants is £61.361m, based on the latest data. This is £0.238m above the forecast used in the November draft budget proposals report.
- 2) Delegates the agreement of the final business rates forecast and the NNDR1 2018/19 form to the Executive Director of Finance & Resources following consultation with the Chair of this Committee for the reasons given in paragraph 1.2.

83 COUNCIL TAX BASE 2018/19

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

That Policy, Resources & Growth Committee:

- 1) Approves this report for the calculation of the council's tax base for the year 2018/19.
- 2) Notes the collection rate is 99.00%.
- 3) Agrees that in accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012, the amounts calculated by Brighton & Hove City Council as its council tax base for the year 2018/19 shall be as follows:-

- (i) Brighton and Hove in whole – 88,976.4 (as detailed in appendix 1)
 - (ii) Royal Crescent Enclosure Committee – 31.0 (as detailed in appendix 2)
 - (iii) Hanover Crescent Enclosure Committee – 40.7 (as detailed in appendix 2)
 - (iv) Marine Square Enclosure Committee – 72.6 (as detailed in appendix 2)
 - (v) Parish of Rottingdean – 1,562.1 (as detailed in appendix 2)
- 4) Agrees that for the purposes of Section 35(1) of the Local Government Finance Act 1992, the expenses of meeting the special levies issued to the council by the Enclosure Committees shall be its special expenses.
- 5) Agrees that the Enclosure Committees and Rottingdean Parish are paid the required council tax reduction grant of c£4,000 in total, to ensure they are no better or no worse off as a result of the introduction of the council tax reduction scheme for the reasons set out in paragraph 3.8.

84 LIFE EVENTS FEES & CHARGES 2018/19

Contact Officer: Paul Holloway *Tel:* 01273 292005
Ward Affected: All Wards

That Policy, Resources & Growth Committee

- 1) Approves a general inflationary increase of 2% on all Life Events fees and Charges for the financial year 2018/19 save for the exceptions set out at 2.2 and 2.3 below.
- 2) Approves a proposal to maintain Bereavement Services adult cremation fees at their current levels.
- 3) Approves a re-alignment of Registration Services fees as set out in Appendix 2 which, overall, are anticipated to protect and possibly increase current business levels.

85 COMMUNITY ASSET TRANSFER POLICY

Contact Officer: Angela Dymott, Emma *Tel:* 01273 291450, *Tel:* 01273
McDermott *296805*
Ward Affected: All Wards

That Policy, Resources & Growth Committee:

- 1) Approves adoption of the Community Asset Transfer (CAT) Policy as set out in Appendix 1 to this report.
- 2) That the Member-led Asset Management Board receives updates annually on Community Asset Transfers undertaken by the council and

that this update is published on the council's website.

86 ROYAL PAVILION AND MUSEUMS TRUST ARRANGEMENTS

Contact Officer: Val Birchall

Tel: 01273 292571

Ward Affected: All Wards

That the Policy Resources and Growth Committee:

- 1) Notes the report and associated information.
- 2) Agrees the proposal to move the management of the service to a single trust in one stage rather than two stages, but subject to a delay in the proposed timetable of a further 3 months to 1st July 2018 to take into account concerns raised by staff and allow for further engagement with staff and unions, including engagement with Brighton Dome & Festival staff and management, and for a clear programme of this further staff engagement to be communicated in writing
- 3) Agrees the proposal to proceed by way of a contract for services with BDFL, rather than a grant;
- 4) Approves the principal terms of the transaction as set out in Appendix 1 and Appendix 3 and notes the indicative (draft) heads of terms in Appendices 1a and 1b;
- 5) Approves the policies set out in Appendix 2 which establish the basis on which the charity will manage the museum collection, and notes that the remaining policies currently in the process of being updated will be considered for adoption by the Tourism, Development & Culture Committee on 8 March 2018, and that the BDFL Board will be required to adopt them under the terms of the service contract;
- 6) Agrees a service fee to be paid to BDFL in accordance with the terms of the service contract. In 2018/19, this will be a proportion of the planned resources of £1.181m (subject to negotiation to take account of the phasing of the budget over the year). In 2019/20 the fee will be £1.119m and in 2020/21, the fee will be £1.065m;
- 7) Notes the intention to award a conditional grant from Modernisation Funding to support BDFL with start-up costs following approval of a business case by the Corporate Modernisation Delivery Board.
- 8) Delegates authority to the Monitoring Officer, in liaison with the Executive Director for Economy, Environment & Culture, to consult with the Charity Commission and amend the governing documents of Preston Manor, as set out in 3.11 below;
- 9) Authorises the Executive Director for Economy, Environment & Culture, after consultation with the Monitoring Officer and the Section 151 Officer

to finalise negotiations with the Trust, and take all steps necessary or incidental to the implementation of the proposals, including determining the final contract fee and maintenance contribution for 2018/19, authorising any grant required as described at 2.1.7 above, and seeking the consent of the Secretary of State (if necessary) in relation to the leases; and

- 10) Authorises the Monitoring Officer to prepare and execute any documents or agreements necessary to give effect to the proposals.

87 STANMER PARK RESTORATION PROJECT - PROCUREMENT OF WORKS

Contact Officer: Jonathan Dall
Ward Affected: All Wards

Tel: 01273 295037

- 1) Approves the relocation of the CityParks depot to Hangleton Bottom.
- 2) Recommends to February Budget Council the allocation of up to £400,000 capital resources to address the shortfall of funding identified in relocating the CityParks depot, subject to confirmation of costings as outlined in Table 2.
- 3) Grants delegated authority to the Executive Director for Economy, Environment & Culture to:
 - (i) Procure and award a contract for the Stanmer Park HLF Restoration Project, to undertake the works listed in paragraph 3.6 below.
 - (ii) Apply for planning consent for the building of new depot facilities at Hangleton Bottom.
 - (iii) Procure and award a contract(s) for the building of new depot facilities at Hangleton Bottom.
- 4) The committee agrees that officers should explore ways to achieve efficiencies through joining up the CityParks depot relocation and Animal Welfare Facility projects where possible and through the city parks and animal welfare services working together. This should include exploration of costs which can be shared through an integrated approach such as costs of installing utility services, security costs, repairs and maintenance. Opportunities to achieve a more integrated design should also be explored, such as providing shared toilet and washroom facilities where this can be done within any regulatory and health and safety requirements and the outcome of this work to be reported to Leaders Group.

88 LAND AT WEST BLATCHINGTON PRIMARY SCHOOL: DEVELOPMENT AGREEMENT WITH THE SECRETARY OF STATE FOR COMMUNITIES AND LOCAL GOVERNMENT AND 125 YEAR LEASE FOR THE PURPOSE OF PROVIDING A PERMANENT SITE FOR KING'S SCHOOL

Contact Officer: Gillian Churchill *Tel:* 01273 293515
Ward Affected: All Wards

- 1) That the committee delegates authority to the Executive Director Economy, Environment and Culture and Assistant Director Property & Design and Executive Lead for Strategy, Governance and Law to approve the form of lease and the enter into a 125 year lease for land at a peppercorn rent to provide a permanent site for Kings School at the current West Blatchington Primary School site.

89 DISPOSAL OF 54 LONDON ROAD

Contact Officer: Jessica Hamilton *Tel:* 01273 291461
Ward Affected: St Peter's & North Laine

- 1) That the committee authorises the disposal of the freehold of 54 London Road and that delegated powers be given to the Executive Director of Economy, Environment and Culture, Assistant Director Property & Design and Executive Lead for Strategy, Governance and Law to agree terms.
- 2) That the committee authorises the retention of the net capital receipt to support the created investment fund, that includes the net capital receipts from 3 other completed property disposals, previously approved by this committee (11 Little East Street, 18 Market Street and 28 York Place).
- 3) That the committee notes that the investment fund created will be used to acquire commercial investment property or properties, in accordance with the council's Asset Management Plan, details of which will be presented to this committee with a recommendation when an acquisition opportunity has been identified.

90 ANIMAL WELFARE FACILITY

Contact Officer: Roy Pickard *Tel:* 01273 292145
Ward Affected: All Wards

- 1) That the Committee approves a proposal to build and run a new in-house animal welfare facility at Hangleton Bottom to enable the Council to discharge its responsibilities in relation to stray dogs more effectively while also providing the opportunity to generate income on a costs neutral basis for discretionary kennelling and cattery services, this in the way outlined in paras 4.2 and 4.3 below.
- 2) That the Executive Director, Neighbourhoods, Communities and Housing be authorised to take all steps necessary to implement the proposals.

91 WORKPLACE WELLBEING IN THE COUNCIL

Contact Officer: Janice Percy
Ward Affected: All Wards

Tel: 01273 291636

That committee:

- 1) Notes the wellbeing support available to staff and work underway to improve the arrangements in place with additional support and resources.
- 2) Notes Health & Wellbeing forms a strand of work under the council's People Plan. (Committee will receive an update on this on 3 May 2018).
- 3) Considers member involvement to demonstrate the importance of this work to the council in its role as the employer.
- 4) Notes that it will receive a future update from the Wellbeing Steering Group on future priorities with an action plan for wellbeing including resourcing impacts and expected benefits.
- 5) Notes the indicators that will enable the council to chart progress.

91A NIGHT SHELTER PROPOSAL

Contact Officer: Andy Witham, Category
Manager
Ward Affected: Regency

Tel: 01273 291498

That the committee:

- (1) Notes that the 30 November meeting of this committee agreed to the use of the syndicate wing of the Brighton Centre to provide a night shelter and considered the associated service model and risk assessments
- (2) Agrees to the Syndicate Wing of the Brighton Centre continuing to be used as a night shelter for a further period until the morning of Monday 26th of February and then from Saturday 3rd March until the morning of Sunday 11th March 2018, as recommended by the cross-party working group
- (3) Authorises the Executive Directors for Adult Social Care & Health, Neighbourhoods, Communities and Housing and Economy, Environment & Cultures to take all steps necessary of incidental to the further use of the Brighton Centre as a night shelter for the extended period outlined in 2.1 (3) above.
- (4) Notes that an evaluation report will be submitted to this committee in summer 2018 on the utilisation of the night shelter and impact of its availability.