

# COMMITTEE WORK PROGRAMME Edition

UNLESS OTHERWISE SHOWN MEETINGS TAKE PLACE AT HOVE TOWN HALL
NORTON ROAD
HOVE
BN3 3BQ
www.brighton-hove.gov.uk

Published 04 May 2020

The Council has chosen to publish a **Committee Work Programme** setting out matters which are anticipated to come before the Council and/or a Committee during the next 12 months. The programme will detail the decisions in the period listed, although not all decisions can be included because in some cases the need for a decision is not known at the time of publication. However an updated version of the Programme will be published on a monthly basis. The exception being those issues which are dealt with under the urgency provisions.

The Council's Constitution states that a key decision is one that involves:

- (a) Expenditure which is, or the making of savings which are, significant having regard to the expenditure of the City Council's budget, namely above £500,000 per annum; or
- (b) Is significant in terms of its effects on communities living or working in an area comprising two or more electoral divisions (wards).

For each decision included in the Committee Work Programme the following information is provided:

- the committee or body that is to make the decision and the date of the meeting
- the title of the report and decision to be considered
- individuals/groups that will be consulted prior to the decision being taken
- a list of other appropriate documents
- the name and telephone number of the contact officer and to whom any representations should be sent for each item.

The Programme is updated and published at the beginning of every month on the Council's web-site.

Meetings of the Council and Committees are open to the public (with the exception of discussion regarding reports which contain exempt/confidential information). Copies of agenda and reports for meetings are available on the web site in advance of meetings. For further details on the time of meetings and general information about the Programme please contact Mark Wall, Head of Democratic Services at Hove Town Hall, Norton Road, Hove BN3 3BQ or telephone 01273 291006 or send an e-mail to mark.wall@brighton-hove.gov.uk.



Ref	Report Details	Committee Date	Consultation	Lead Director		
				Lead Officer		
DECISI	DECISIONS ANTICIPATED FOR JUNE 2023					
CORPC	PRATE PARENTING BOARD - 6 JUNE 2023					
98071	VS Annual Report All Committee Decisions This paper describes a summary of Brighton and Hove Children in Care's (CiC) educational progress* and attainment* [see Appendix 2 for definitions of progress and attainment] at the end of Key Stages 2 and 4 for the academic year 2021/22 and attendance of children in care during 2021/22.  Wards affected: All Wards	Corporate Parenting Board 6 Jun 2023		Report of: Executive Director for Families, Children & Learning Report Author: Amber Sadri		
98053	CP Board Theme Our learning education and work- overview of progress for Care Leaver cohort aged 18-25  All Committee Decisions  1.1 To provide Corporate Parenting Board with an overview of education, employment and training (EET) of our care leavers (18-25).  Wards affected: All Wards	Corporate Parenting Board 6 Jun 2023		Report of: Executive Director for Families, Children & Learning  Report Author: Gerry Brandon Tel: 01273 296348, Karen Devine Tel: 01273 295444, Anna Gianfrancesco Tel: 01273 293966, Amber Sadri		
CHILDE	REN, FAMILIES & SCHOOLS - 12 JUNE 2023 - 4.00PM		1			

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
98350	Constitutional Matters All Committee Decisions Wards affected: All Wards	Children, Families & Schools Committee 12 Jun 2023		Report of: Executive Director for Families, Children & Learning Report Author: Emma Thomson
ADULT	SOCIAL CARE & PUBLIC HEALTH SUB-COMMITTEE - 13 JU	NE 2023		
98180	Integrated Sexual Health Services Contract Extension All Committee Decisions  Wards affected: All Wards	Adult Social Care & Public Health Sub-Committee 13 Jun 2023		Report of: Executive Director for Health & Adult Social Care  Report Author: Caroline Vass
CULTUR	RE, HERITAGE, SPORT, TOURISM & ECONOMIC DEVELOPM	IENT COMMITTEE - 1	5 JUNE 2023	
98399	Rottingdean Neighbourhood Plan – Submission for Examination  All Committee Decisions Rottingdean Parish Council has submitted its draft Neighbourhood Plan to the Council. The Council must now take responsibility for progressing the Plan through the subsequent stages of the neighbourhood plan process, as set down in legislation. This report therefore seeks Committee agreement for officers to proceed with the appointment of an examiner and the submission of the Draft Neighbourhood Plan for examination.  Wards affected: Rottingdean & West Saltdean	Culture, Heritage, Sport, Tourism & Economic Development Committee 15 Jun 2023		Report of: Executive Director, Economy, Environment & Culture  Report Author: Carly Dockerill Tel: 01273 292382

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer		
98241	Seasonal Lifeguard Service 2023 All Committee Decisions A report on the proposed amended Lifeguard service model for the 2023 high season (6-week school holiday period)  Wards affected: All Wards	Culture, Heritage, Sport, Tourism & Economic Development Committee 15 Jun 2023		Report of: Executive Director, Economy, Environment & Culture Report Author: Mark Fisher, Katie Read		
98171	Enforcement of unauthorised works to Trees All Committee Decisions  Wards affected: All Wards	Tourism, Equalities, Communities & Culture Committee 15 Jun 2023		Report of: Executive Director, Economy, Environment & Culture  Report Author: Nicola Hurley Tel: 01273 292114		
98018	Co-Living Development - Interim Planning Guidance All Committee Decisions To agree interim planning guidance on Co-Living developments to be used by the Council in determining planning applications  Wards affected:	Tourism, Equalities, Communities & Culture Committee 15 Jun 2023		Report of: Executive Director, Economy, Environment & Culture Report Author: Robert Davidson Tel: 01273 291580		
CITY EN	CITY ENVIRONMENT, SOUTH DOWNS & THE SEA COMITTEE - 20 JUNE 2023					
98287	Constitutional Matters: City Environment, South Downs & The Sea Committee All Committee Decisions  Wards affected: All Wards	City Environment, South Downs & The Sea Committee 20 Jun 2023		Report of: Executive Director for Governance, People & Resources  Report Author: John Peel Tel: 01273 291058		

Brighton & Hove City Council Meeting Work Plan

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				Lead Officer
98073	Playground Refurbishment Programme All Committee Decisions  Wards affected: All Wards	City Environment, South Downs & The Sea Committee 20 Jun 2023		Report of: Executive Director, Economy, Environment & Culture Report Author: Rachel Chasseaud Tel: 01273 290753, Lynsay Cook Tel: 01273 291851
97839	Environmental Enforcement Framework Update All Committee Decisions  Wards affected: All Wards	City Environment, South Downs & The Sea Committee 20 Jun 2023		Report of: Executive Director, Economy, Environment & Culture  Report Author: Rachel Chasseaud Tel: 01273 290753, Lynsay Cook Tel: 01273 291851, Max Smith
HOUSIN	G & NEW HOMES COMMITTEE - 21 JUNE 2023			

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
97830	Rough Sleeping and Single Homeless Services Recommissioning Procurement Board Report outlining recommendations for the recommissioning of the council's core funded commissioned services for Rough Sleepers and Single Homeless which are due for recommissioning and request for permission to put these services out to tender.  Wards affected: All Wards	Housing Committee 21 Jun 2023		Report of: Executive Director for Housing, Neighbourhoods & Communities  Report Author: Adam Salmon
98401	Housing, Health & Safety Update All Committee Decisions Update on a review of Housing health & safety compliance and assurance undertaken in anticipation forthcoming significant legislative and regulatory changes following the Grenfell tragedy.  Wards affected: All Wards	Housing & New Homes Committee 21 Jun 2023		Report of: Executive Director for Housing, Neighbourhoods & Communities  Report Author: Martin Reid Tel: 01273 293321

Brighton & Hove City Council Meeting Work Plan

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97848	Housing Committee Workplan Progress Update and Housing Performance Report Quarter 4 and end of year 2022/23  All Committee Decisions This report illustrates progress against Housing Committee work plan 2019-23 priorities and targets, as well as other Housing service targets. The report covers Quarter 4 of 2022/23, alongside results for the end of the financial year, and is attached as Appendix 1.  Wards affected: All Wards	Housing & New Homes Committee 21 Jun 2023		Report of: Executive Director for Housing, Neighbourhoods & Communities  Report Author: Diane Hughes Tel: 01273 293159, Tom Matthews Tel: 01273 293234
97827	Rough Sleeping and Single Homeless Services Recommissioning All Committee Decisions Report outlining recommendations for the recommissioning of the council's core funded commissioned services for Rough Sleepers and Single Homeless which are due for recommissioning and request for permission to put these services out to tender.  Wards affected: All Wards	Housing & New Homes Committee 21 Jun 2023		Report of: Executive Director for Housing, Neighbourhoods & Communities Report Author: Adam Salmon
STRATI		NE 2023		

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
98489	Constitutional Matters: Strategy, Finance & City Regeneration Committee All Committee Decisions Wards affected: All Wards	Strategy, Finance & City Regeneration Committee 22 Jun 2023		Report of: Executive Director for Governance, People & Resources  Report Author: Shaun Hughes Tel: 01273 290569
98586	Schools' Financial Management System Procurement All Committee Decisions This report seeks delegated authority for the Executive Director Governance, People & Resources to complete the procurement process and award the contract for a replacement Financial Management System for Schools, required to be implemented by April 2024.  Wards affected: All Wards	Strategy, Finance & City Regeneration Committee 22 Jun 2023		Report of: Executive Director for Governance, People & Resources  Report Author: Nigel Manvell Tel: 01273 293104
98298	Kingsway to the Sea All Committee Decisions Update on the status of the project to transform the land from the west of the King Alfred Leisure Centre to the easterly section of Hove Lagoon.  Wards affected: Westbourne & Poets' Corner; Wish	Strategy, Finance & City Regeneration Committee Strategy, Finance & City Regeneration Committee Chairs Briefing 6 Jun 2023		Report of: Executive Director, Economy, Environment & Culture  Executive Director, Economy, Environment & Culture  Report Author: Donna Chisholm, Mark Fisher, Vicki Linton-Crook, Toni Manuel Tel: 01273 290394

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
98075	Procedure for Allocating Shoreham Harbour Eco-towns Funding All Committee Decisions The report sets out the process by which Eco-towns funding of £460k for capital schemes will be decided and spent.  Wards affected: South Portslade	Strategy, Finance & City Regeneration Committee 22 Jun 2023		Report of: Executive Director, Economy, Environment & Culture Report Author: Liz Hobden Tel: 01273 292504
AUDIT 8	& STANDARDS COMMITTEE - 27 JUNE 2023			
98460	Constitutional Matters: Audit & Standards Committee All Committee Decisions Wards affected: All Wards	Audit & Standards Committee 27 Jun 2023		Report of: Executive Director for Governance, People & Resources  Report Author: John Peel Tel: 01273 291058
98416	Standards Update All Committee Decisions Wards affected: All Wards	Audit & Standards Committee 27 Jun 2023		Report of: Executive Director for Governance, People & Resources  Report Author: Victoria Simpson Tel: 01273 294687

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
98406	Financial Management Code - Self Assessment All Committee Decisions The Chartered Institute of Public Finance & Accountancy has issued a Financial Management Code (FM Code) outlining 6 core principles for good practice. Authorities are required to assess compliance with the Code and identify improvement actions where necessary.  Wards affected: All Wards	Audit & Standards Committee 27 Jun 2023		Report of: Chief Finance Officer Report Author: Nigel Manvell Tel: 01273 293104
97887	Formal approval of the Annual Governance Statement 2022-2023 All Committee Decisions Wards affected: All Wards	Audit & Standards Committee 27 Jun 2023		Report of: Executive Director for Governance, People & Resources  Report Author: Rima Desai Tel: 01273 291268, Jenny Garlick, Luke Hamblin Tel: 01273 291496, Victoria Paling Tel: 01273
LICENS	ING COMMITTEE - 29 JUNE 2023			

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
98175	Review of Cumulative Impact Policy - Cumulative Impact Assessment (pre-consultation) All Committee Decisions Wards affected: All Wards	Licensing Committee (Licensing Act 2003 Functions) 29 Jun 2023		Report of: Executive Director for Housing, Neighbourhoods & Communities  Report Author: Jim Whitelegg Tel: 01273 292438, Rebecca Sidell Tel: 01273 291511
98173	Annual Report of the Licensing Authority 2022/23 All Committee Decisions Wards affected: All Wards	Licensing Committee (Licensing Act 2003 Functions) 29 Jun 2023		Report of: Executive Director for Housing, Neighbourhoods & Communities  Report Author: Sarah Cornell Tel: 01273 295801, Jim Whitelegg Tel: 01273 292438
98655	Constitutional Matters – Licensing Committees All Committee Decisions  Wards affected: All Wards	Licensing Committee (Licensing Act 2003 Functions) 29 Jun 2023		Report of: Executive Director for Governance, People & Resources  Report Author: Thomas Bald Tel: 01273 295709, Anthony Soyinka Tel: 01273 291006

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
98657	Constitutional Matters – Licensing Committees All Committee Decisions  Wards affected: All Wards	Licensing Committee (Non Licensing Act 2003 Functions) 29 Jun 2023		Report of: Executive Director for Governance, People & Resources  Report Author: Thomas Bald Tel: 01273 295709, Anthony Soyinka Tel: 01273 291006
CITY				
97850	Cycle Hangars - Review and Recommendations for Future Management  All Committee Decisions  This report details the cycle hangar project history to date and sets out options and recommendations for the future of the project.  Wards affected: All Wards	City Environment, South Downs & The Sea Chair's Briefing 6 Jul 2023		Report of: Executive Director, Economy, Environment & Culture  Report Author: Tracy Beverley Tel: 01273 292813, Michelle Jamieson
STRATE	EGY, FINANCE & CITY REGENERATION COMMITTEE - 13 JU	JLY 2023		
98574	Brighton & Hove City Council 2022/2023 Modern Slavery Statement All Committee Decisions  Wards affected: All Wards	Strategy, Finance & City Regeneration Committee 13 Jul 2023		Report of: Executive Director for Governance, People & Resources Report Author: Elizabeth Culbert Tel: 01273 291515, Anthony Soyinka Tel: 01273 291006

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
98428	Treasury Management Strategy Statement 2022-23 - End of Year Review All Committee Decisions Wards affected: All Wards	Strategy, Finance & City Regeneration Committee 13 Jul 2023		Report of: Chief Finance Officer Report Author: James Hengeveld Tel: 01273 291242, Haley Woollard Tel: 01273 291246
98167	Royal Pavilion Estate Capital Project Phase 2  All Committee Decisions  Provide an update on the planned Phase 2 works to the Royal Pavilion Garden and accompanying funding strategy including measures that will be put in place to manage risk and project management.  Wards affected: All Wards	Strategy, Finance & City Regeneration Committee 13 Jul 2023		Report of: Executive Director, Economy, Environment & Culture  Report Author: Richard Davies Tel: 01273 296825
98561	General Fund Budget Planning and Resource Update 2024/25  All Committee Decisions  Update on the councils projected resources for 2024/25 and budget planning process  Wards affected: All Wards	Policy & Resources Committee  Strategy, Finance & City Regeneration Committee 13 Jul 2023		Report of: Executive Director for Governance, People & Resources  Executive Director for Governance, People & Resources  Report Author: James Hengeveld Tel: 01273 291242, Nigel Manvell Tel: 01273 293104

Ref	Report Details	Committee Date	Consultation	Lead Director		
				Lead Officer		
98508	Residential Leasehold Buildings Insurance Tender All Committee Decisions Tender for Buildings Insurance for Residential Leasehold Properties 2024/25  Wards affected: All Wards	Policy & Resources Committee Strategy, Finance & City Regeneration Committee 13 Jul 2023		Report of: Executive Director for Governance, People & Resources  Executive Director for Governance, People & Resources  Report Author: Caroline Hayes, James Hengeveld Tel: 01273 291242		
98189	Off plan purchase – Kubic Apartments, Whitehawk Way All Committee Decisions Property Aquisition . Off plan purchase – Kubic Apartments, Whitehawk Way, Brighton, East Sussex, BN2 5FH  Wards affected: Whitehawk & Marina	Policy & Resources Committee 21 Jun 2023 Joint Housing / Policy & Resources Committee 13 Jul 2023		Report of: Executive Director for Housing, Neighbourhoods & Communities  Executive Director for Housing, Neighbourhoods & Communities  Report Author: Scott Lunn Tel: 01273290282		
HEALTI	HEALTH OVERVIEW & SCRUTINY COMMITTEE					

Ref	Report Details	Committee Date	Consultation	Lead Director
98432	University Hospitals Sussex: Capital Investment Programme All Committee Decisions yo update members on UHSx capital plans - e.g. phases 1 & 2 of 3Ts (Louisa Martindale Building/Sussex cancer centre), plans to redevelop Emergency Department etc.  Wards affected: All Wards	Health Overview & Scrutiny Committee 12 Jul 2023		Lead Officer  Report of: Executive Director for Governance, People & Resources  Report Author: Giles Rossington Tel: 01273 295514
98413	Care Quality Commission Inspection Report: University Hospitals Sussex (May 2023)  All Committee Decisions  UHSx improvement plans in response to CQC inspection of UHSx (May 2023 Report)  Wards affected: All Wards	Health Overview & Scrutiny Committee 12 Jul 2023		Report of: Executive Director for Governance, People & Resources  Report Author: Giles Rossington Tel: 01273 295514
98411	Winter Pressures 2022/23: Update All Committee Decisions Update on how the local health and care system managed over winter 22/23  Wards affected: All Wards	Health Overview & Scrutiny Committee 12 Jul 2023		Report of: Executive Director for Governance, People & Resources  Report Author: Giles Rossington Tel: 01273 295514

Ref	Report Details	Committee Date	Consultation	Lead Director	
				Lead Officer	
98403	Reconfiguration of Specialist Children's Cancer Services All Committee Decisions to consider NHS England plans to reconfigure specialist children's cancer services (services currently provided at Royal Marsden/St Georges, Tooting)  Wards affected: All Wards	Health Overview & Scrutiny Committee 12 Jul 2023		Report of: Executive Director for Governance, People & Resources Report Author: Giles Rossington Tel: 01273 295514	
97913	University Hospitals Sussex Capital Investment All Committee Decisions update for HOSC on UHSx capital investment plans including: mobilisation of Louisa Martindale Building; 3Ts stage 2 cancer centre 3) £48M investment in Emergency Department  Wards affected: All Wards	Health Overview & Scrutiny Committee		Report of: Executive Director for Governance, People & Resources  Report Author: Giles Rossington Tel: 01273 295514	
COUNC	IL - 20 JULY 2023	<u> </u>			
98510	Corporate plan 2023-27 All Committee Decisions Wards affected: All Wards	Council 20 Jul 2023		Report of: Executive Director for Governance, People & Resources  Report Author: Steve Morton, Giles Rossington Tel: 01273 295514	
TRANSI	TRANSPORT & SUSTAINABILITY COMMITTEE - 6 JULY 2023				

Ref	Report Details	Committee Date	Consultation	Lead Director		
				Lead Officer		
98613	Constitutional Matters: Transport & Sustainability Committee All Committee Decisions Wards affected: All Wards	Transport & Sustainability Committee 6 Jul 2023		Report of: Executive Director for Governance, People & Resources  Report Author: John Peel Tel: 01273 291058		
98178	Rottingdean High Street AQMA project All Committee Decisions Proposal to trial the removal of the planter on the southbound lane north of the junction of Park Road and Rottingdean High Street  Wards affected: Rottingdean & West Saltdean	Transport & Sustainability Committee 6 Jul 2023		Report of: Executive Director, Economy, Environment & Culture Report Author: Matthew Thompson Tel: 01273 293705		
97811	A23 Phase 1 Active Travel Scheme - TRO All Committee Decisions A report presenting the comments received on the TRO process for phase 1 of A23 Active Travel scheme.  Wards affected: Preston Park	Transport & Sustainability Committee 6 Jul 2023		Report of: Executive Director, Economy, Environment & Culture  Report Author: Tracy Beverley Tel: 01273 292813, Jazmine Hayes		
LWR 19	HWB 18 JULY 2023					

**HWB 18 JULY 2023** 

Ref	Report Details	Committee Date	Consultation	Lead Director		
98430	Joint Health and Wellbeing Strategy - Outcome measures update Health & Wellbeing Board Update on the outcome measures for the 'Starting Well' element of the Health and Wellbeing Strategy  Wards affected: All Wards	Health & Wellbeing Board 18 Jul 2023		Report of: Director Public Health  Report Author: Caroline Vass		
98420	Sussex Integrated Care Strategy Shared Delivery Plan (SDP)  Health & Wellbeing Board to agree the SDP for the Sussex Integrated Care Strategy  Wards affected: All Wards	Health & Wellbeing Board 19 Jun 2023		Report of: Chief Operating Officer for NHS Brighton and Hove Clinical Commissioning Group, Executive Director for Health & Adult Social Care  Report Author: Giles Rossington Tel: 01273 295514		
AUDIT 8	STANDARDS COMMITTEE - APRIL 2023 - 4.00PM - HOVE	TOWN HALL				
98418	Standards Update All Committee Decisions Wards affected: All Wards	Audit & Standards Committee 26 Sep 2023		Report of: Executive Director for Governance, People & Resources  Report Author: Victoria Simpson Tel: 01273 294687		
CHILDR	CHILDREN					

Brighton & Hove City Council Meeting Work Plan

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97783	Outcome of Brighton and Hove Local Area Inspection (March 2023)  All Committee Decisions  Wards affected: All Wards	Children, Families & Schools Committee 11 Sep 2023		Report of: Executive Director for Families, Children & Learning  Report Author: Georgina Clarke-Green, Michelle Hunt	
ADULT	SOCIAL CARE				
97843	Carers Hub Recommissioning All Committee Decisions The Carers Hub is a single point of contact for all family and friend unpaid carers in the City. It provides information, advice, assessment and services, through a partnership of Providers, jointly commissioned and funding by HASC and NHS Sussex. The current contract ends in Sept'23, and the request is for agreement with the procurement proposal, and delegated authority to the Executive Director of Health and Adult Social Care.  Wards affected: All Wards	Adult Social Care & Public Health Sub-Committee Premeeting 23 Aug 2023		Report of: Executive Director for Health & Adult Social Care  Report Author: Gemma Scambler Tel: 01273 295045	
TECC SEPTEMBER 2023					

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
97891	Madeira Drive Closures 2024 Q1 & Q2  All Committee Decisions  To seek approval from Councillors for landlord's consent for each of the proposed events on Madeira Drive in the first half of 2024 and the associated road closures. Councillors are reminded that they can grant consent for each event request individually and not only the whole programme.  Wards affected: Kemptown	Tourism, Equalities, Communities & Culture Committee 14 Sep 2023		Report of: Executive Director, Economy, Environment & Culture Report Author: Ian Baird
97889	Open Spaces Event Programme 2024 Q1 & Q2  All Committee Decisions  To seek landlord's consent for each of the proposed events in parks & open spaces in the first half of 2024.  Wards affected: All Wards	Culture, Heritage, Sport, Tourism & Economic Development Committee 14 Sep 2023		Report of: Executive Director, Economy, Environment & Culture Report Author: Ian Baird, Mark Fisher