



# Brighton & Hove City Council

## FORWARD PLAN OF KEY DECISIONS

FROM FEBRUARY TO MAY 2011

KING'S HOUSE  
GRAND AVENUE  
HOVE  
BN3 2LS

[www.brighton-hove.gov.uk](http://www.brighton-hove.gov.uk)

Edition 33

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For further detailed information regarding specific issues to be considered by the Cabinet/Individual Cabinet Member please contact the named contact officer for the item concerned.

The Leader of the Council is required to publish a forward plan setting out matters which the Leader believes will be the subject of a **key decision** by the Cabinet or an individual Cabinet Member in the period covered by the Plan (the subsequent four months). Not all Key decisions can be listed with four months notice because in some cases the need for a decision is not known at the time of writing. 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).*

As a matter of good practice, the Council's Forward Plan may include other items in addition to key decisions that are to be considered by the Cabinet/Individual Cabinet Members. This additional information is provided to inform local residents of matters to be considered, with the exception of issues which are dealt with under the urgency provisions.

For each decision included on the Plan the following information is provided:

- the name of the individual 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 Plan is updated and published every month on the Council's web-site two weeks before the start of the period to be covered.

Meetings of the Cabinet/Individual Cabinet Members 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 Plan please contact Mark Wall, Head of Democratic Services at Kings House, Grand Avenue, Hove, BN3 2LS, or telephone 01273 291006 or send an e-mail to [mark.wall@brighton-hove.gov.uk](mailto:mark.wall@brighton-hove.gov.uk).

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Brighton & Hove City Council Forward Plan February to May

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<b>DECISIONS ANTICIPATED FOR FEBRUARY 2011</b>					
HSG 19217	16/02/11	<p>All Wards <b>DCLG Homelessness Grant Annual Expenditure and Allocation</b></p> <p>To set out and seek approval for the 2011/12 allocation of the Department for Communities &amp; Local Government Homelessness Grant.</p>	<p>Housing Cabinet Member Meeting Cabinet Member for Housing</p> <p>Edition 31 (December 2010 - March 2011)</p>		Richard Denyer-Bewick Tel: 01273292960

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CAB 18654	17/02/11	<p>All Wards <b>Developer Contributions - Interim Guidance</b></p> <p>To seek Cabinet Member approval to adopt interim guidance on five topic areas (Employment Training, Transport, Open Space, Education, Affordable Housing) in order to seek contributions from developers when relevant planning applications are submitted.</p> <p>Note: This item has now been referred to the Cabinet Meeting on the 17<sup>th</sup> February for consideration and decision.</p>	<p>Cabinet Cabinet Member for Environment</p> <p>Edition 30 (November 2010 - February 2011)</p>	Internal with relevant sections	Debra May Tel: 29-2295
CAB 19180	17/02/11	<p>All Wards <b>Equalities Update</b></p> <p>To update Cabinet on the six monthly monitoring of the Single Equality Scheme.</p>	<p>Cabinet Cabinet Member for Community Affairs, Inclusion &amp; Internal Relations</p> <p>Edition 31 (December 2010 - March 2011)</p>	Consultation with Overview and Scrutiny Commission.	Mary Evans Tel: 29-1577

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CAB 16791	17/02/11	All Wards <b>Targeted Budget Management (TBM) Month 9</b>  To update members on the Capital and Revenue financial performance of the Authority's General Fund and Housing Revenue Accounts at month 9	Cabinet Cabinet Member for Finance  Annual Forward Plan 2010-2011		Catherine Vaughan Tel: 29-1333
CAB 16950	17/02/11 03/03/11	All Wards <b>Capital Resources &amp; Capital Investment Programme 2011/12</b>  To agree the planned capital investment programme for all council services and recommend approval by Full Council.	Cabinet  Council Cabinet Member for Finance  Annual Forward Plan 2010-2011		James Hengeveld Tel: 29-1242

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CAB 16952	17/02/11	All Wards <b>Housing Revenue Account Budget 2011/12</b>  To agree the budget estimates including savings proposals, reserve levels, rent and service charge levels, for the Housing Revenue Account (HRA) 2011/12 and recommend approval by Full Council.'	Cabinet Cabinet Member for Finance  Annual Forward Plan 2010-2011		Sue Chapman Tel: 29-3105
CAB 16763	17/02/11 03/03/11	All Wards <b>General Fund Revenue Budget &amp; Council Tax 2011/12</b>  To agree the revenue budget and council tax for 2011/12 and recommend approval by Full Council	Cabinet  Council Cabinet Member for Finance  Annual Forward Plan 2010-2011		James Hengeveld Tel: 29-1242
CAB 19042	17/02/11	All Wards <b>Housing Revenue Account Capital Programme 2011 - 2014</b>  To seek Full Cabinet Approval for the 3 year capital programme for housing	Cabinet Cabinet Member for Housing  Edition 31 (December 2010 - March 2011)	Housing Management Consultative Committee, Housing Cabinet Member.	David Gray Tel: 29-3857

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CAB 20106	17/02/11	<p>All Wards <b>Open Market Redevelopment Proposal</b></p> <p>To seek approval to exercise the City Council's powers under section 122 of the Local Government Act 1972 so that the land at the Open Market redevelopment site is appropriated for planning purposes.</p>	Cabinet Cabinet Member for Enterprise, Employment & Major Projects	Pre-application public consultation has been carried out and statutory consultation will be part of the planning process. The council's officer team, Project Board and Cabinet has previously considered the proposal.	Richard Davies Tel: 296825
CAB 20344	17/02/11	<p>Patcham <b>Patcham Court Farm site – Long leasehold disposal for commercial development.</b></p> <p>To seek Cabinet Approval for the disposal to the preferred developer following open marketing of the site by the council's agents.</p>	Cabinet Cabinet Member for Central Services	Internal stakeholders, local residents Leadership, Cabinet Member, Ward Councillors.	Angela Dymott Tel: 29-1450

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CAB 19911	17/02/11	<p>All Wards <b>New England House</b></p> <p>To decide the preferred approach for progressing the future of New England House.</p>	<p>Cabinet Cabinet Member for Enterprise, Employment &amp; Major Projects</p> <p>Edition 33 (February 2011 - May 2011)</p>	<p>Internal, and ongoing consultation with tenants in the building.</p>	<p>Max Woodford Tel: 29-3451</p>

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<b>DECISIONS ANTICIPATED FOR MARCH 2011</b>					
ENVC MM 19310	10/03/11	Central Hove; East Brighton; Hangleton & Knoll; Hanover & Elm Grove; Hollingdean & Stanmer; Hove Park; Moulsecomb & Bevendean; North Portslade; Patcham; Preston Park; Queen's Park; Regency; Rottingdean Coastal; South Portslade; St Peter's & North Laine; Westbourne; Wish; Withdean; Woodingdean <b>City Wide Traffic Order Proposals</b>  To seek approval to proceed with proposals for bays or lining restrictions.	Environment Cabinet Member Meeting Cabinet Member for Environment  Edition 31 (December 2010 - March 2011)	Via resident requests and advertised on street as formal Traffic Order	Charles Field Tel: 29-3329
ENVC MM 19312	10/03/11	All Wards <b>Street Lighting Energy Contract</b>  To seek approval to continue with joint East Sussex contract for supply of energy following investigation of best value for money.	Environment Cabinet Member Meeting Cabinet Member for Environment  Edition 31 (December 2010 - March 2011)	Following discussions with Director of Finance.	Jeff Elliott Tel: 29-2468

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ENVC MM 16773	10/03/11  24/03/11	<p>All Wards <b>Official Feed and Food Controls Service Plan 2011/12</b></p> <p>To seek approval for the Feed and Food Controls Service Plan. To ensure transparency and accountability the Council details its planned food safety and standards work in a service plan as required by the food standards agency.</p>	<p>Environment Cabinet Member Meeting</p> <p>Council Cabinet Member for Environment</p> <p>Annual Forward Plan 2010-2011</p>	<p>Legal and Financial services, Cabinet Member and opposition spokesperson.</p>	<p>Nick Wilmot Tel: 29-2157</p>

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ENVC MM 16776	10/03/11  24/03/11	<p>All Wards <b>Health and Safety Annual Service Plan 2011/12</b></p> <p>Note: This text replaces the text below which was originally submitted due to a clerical error. To approve the annual service plan. To ensure transparency and accountability the Council details its planned health &amp; safety enforcement and advice work in a service plan as required by Section 18 of the Health &amp; Safety at Work etc Act 1974.</p> <p>To approve the annual service plan. To ensure transparency and accountability the Council details its planned food safety and standards work in a service plan as required by the food standards agency.</p>	<p>Environment Cabinet Member Meeting</p> <p>Council Cabinet Member for Environment</p> <p>Annual Forward Plan 2010-2011</p>	<p>Legal and Financial services, Cabinet Member and opposition spokesperson, partners, stakeholders, public, businesses, employee organisations.</p>	<p>Roy Pickard Tel: 29-2145</p>

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ENVC MM 19185	10/03/11	<p>All Wards <b>Lining Maintenance Contract</b></p> <p>To seek Cabinet Member Approval for the award of the lining maintenance contract.</p> <p>Note: This item is being deferred until 10<sup>th</sup> March 2011 Environment Cabinet Member Meeting as more evidence is required from procurement to ensure this contract represents best value for money.</p>	<p>Environment Cabinet Member Meeting Cabinet Member for Environment</p> <p>Edition 31 (December 2010 - March 2011)</p>	Procurement process	Charles Field Tel: 29-3329
ASC 18817	14/03/11 04/04/11	<p>All Wards <b>Fee Levels for Adult Social Care Services 2011/12</b></p> <p>To seek approval for the standard fee levels for social care services in 2011/12</p>	<p>Adult Social Care &amp; Health Cabinet Member Meeting</p> <p>Joint Commissioning Board Cabinet Member for Adult Social Care &amp; Health</p> <p>Edition 31 (December 2010 - March 2011)</p>	The recommendations will be informed by discussions with service providers and commissioners	Jane MacDonald Tel: 29-5038

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CAB 19768	17/03/11	<p>All Wards <b>Intelligent Commissioning Pilots</b></p> <p>To recommend outcomes and commissioning priorities for dealing with domestic violence, alcohol related harm and drug related deaths in the city .</p> <p>Note: This Item is being deferred to 17<sup>th</sup> March Cabinet 2011 at the request of the Commissioner – Community Safety.</p>	<p>Cabinet Cabinet Member for Community Affairs, Inclusion &amp; Internal Relations</p> <p>Edition 32 (January 2011 - April 2011)</p>	<p>Consultation with Overview and Scrutiny Commission on 1st February.</p>	<p>Linda Beanlands Tel: 29-1115</p>
CAB 16958	17/03/11	<p>All Wards <b>Treasury Management Policy Statement 2011/12</b></p> <p>To recommend a Treasury Management Policy and practices for the financial year commencing 1 April 2011. The policy and practices set out the parameters for treasury management activity and how key risks associated with such activity will be managed.</p>	<p>Cabinet Cabinet Member for Finance</p> <p>Annual Forward Plan 2010-2011</p>	<p>External treasury management advisors</p>	<p>Peter Sargent Tel: 29-1241</p>

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CAB 20032	17/03/11	<p><b>Planned Maintenance Budget Allocation 2011-12 and Programme of Works for the Council's Operational Buildings</b></p> <p>Report on the proposed 2011-12 budget allocation of planned maintenance works to the council's operational buildings to include civic, historic, commercial and social care properties.</p>	<p>Cabinet Cabinet Member for Central Services</p> <p>Edition 33 (February 2011 - May 2011)</p>	<p>Property &amp; Design managers consult regularly with relevant clients to prioritise and plan the annual programmes of maintenance works</p>	<p>Angela Dymott Tel: 29-1450</p>
CAB 19907	17/03/11	<p><b>New Historic Records Office and Resource Centre (The Keep).</b></p> <p>To advise Cabinet of scheme progress since the report to Cabinet in July 2010, and seeking agreement to longer-term partnership arrangements and funding commitments to support delivery of the new facility.</p>	<p>Cabinet Cabinet Member for Culture, Recreation &amp; Tourism</p> <p>Edition 33 (February 2011 - May 2011)</p>	<p>Internal &amp; External stakeholders, Cabinet Member. Various stages of consultation completed including public exhibitions, presentations to ward members and local groups including the Moulsecoomb and Coombe Road Local Action Teams</p>	<p>Mark Jago Tel: 29-1106</p>

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CYP 19040	28/03/11	All Wards <b>Education Capital Resources &amp; Capital Investment Programme, 2011/12.</b>  To allocate funding available in the Capital Programme under specific headings for 2011/12.	Children & Young People Cabinet Member Meeting Cabinet Member for Children & Young People  Edition 31 (December 2010 - March 2011)	N/A	Gillian Churchill Tel: 29-3515
CYP 20234	28/03/11	All Wards <b>Childcare Sufficiency Assessment</b>  To seek approval for the Childcare Sufficiency Assessment in accordance with the Childcare Act 2006.	Children & Young People Cabinet Member Meeting Cabinet Member for Children & Young People  Edition 33 (February 2011 - May 2011)	Consultation has taken place with parents and childcare providers	Vicky Jenkins Tel: 29-6110
ENVC MM 20211	31/03/11	<b>2011/12 Local Transport Plan Capital Programme</b>  To approve allocation of funding to schemes/projects following budget approval by full Council.	Environment Cabinet Member Meeting Cabinet Member for Environment  Environment CMM Forward Plan	Through Local Strategic Partnership Transport Partnership.	Andrew Renaut Tel: 29-2477

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<b>DECISIONS ANTICIPATED FOR APRIL 2011</b>					
No items have been identified for decisions in April.					
<b>DECISIONS ANTICIPATED FOR MAY 2011</b>					
No items have been identified for decisions in May.					
<b>ITEMS PREVIOUSLY LISTED IN THE FORWARD PLAN BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED</b>					
HSG 14247		<p>All Wards <b>Review of Grounds Maintenance - Council housing land</b></p> <p>To seek approval of the recommendations arising from the review of the grounds maintenance service for council housing land.</p> <p>Note: This item is being deferred to 20<sup>th</sup> October Housing Cabinet Member Meeting to allow for detailed consultation with the community and to seek the view of Housing Management Consultative Committee.</p> <p>Note: This item is being deferred to 5th</p>	<p>Housing Cabinet Member Meeting Cabinet Member for Housing</p> <p>Edition 21 (February - May 2010)</p>	<p>Residents of the Estates Service Working Group are involved in preparing the report. Residents of Housing Management Consultative Committee will be consulted on 29 March 2010.</p>	<p>Graham Page Tel: 01273 293354</p>

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		<p>January 2011 Housing Cabinet Member Meeting to allow for pilot projects to be delivered and evaluated and for detailed consultation with the community.</p> <p>Note: This item is being deferred to allow for the phase 2 pilot projects to be delivered and evaluated and for the new service standards to be developed. A consultation progress report on the review will be presented to Housing Management Consultative Committee on 13 December 2010.</p>			

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CAB 19193		<p>All Wards  <b>Shoreham Harbour Regeneration Project – Joint Governance Arrangements</b></p> <p>To seek Cabinet Member Approval for the new governance arrangements and Scheme of Delegation.</p> <p>Note: This item is being deferred as the Leaders of Adur District Council, West Sussex County Council and Brighton &amp; Hove City Council after reviewing project structure options have decided to consider a more informal partnership arrangement, working with a Memorandum of Understanding signed by all parties.</p>	<p>Cabinet                      Leader of the Council</p> <p>Edition 31 (December 2010 - March 2011)</p>	<p>Project partners (undertaken by 7/10/10) and the Leaders of the three authorities on 2/11/10. Legal departments of all three authorities.</p>	<p>Lisa Marshall Tel: 292612</p>

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CAB 17853		<p>All Wards  <b>Preston Barracks Development – Update and future arrangements</b></p> <p>To advise of progress since the September 2009 report to Cabinet in developing wider scheme proposals in partnership with the University of Brighton. The report will also seek agreement to the next stages of work and setting out an indicative timetable.</p> <p>Note: This item was originally listed in error as going to September Cabinet and was intended to go to October Cabinet.</p> <p>Note: This item has been deferred to allow the partners time to complete discussions and consider options for future arrangements</p>	<p>Cabinet            Cabinet Member for Enterprise, Employment &amp; Major Projects</p> <p>Edition 28 (September - December 2010)</p>		<p>Mark Jago Tel: 29-1106</p>
CAB 8684		<p>All Wards  <b>Circus Street Development Site</b></p> <p>To consider a revised deal to achieve a financially viable redevelopment of the Circus Street site in light of prevailing</p>	<p>Cabinet            Cabinet Member for Enterprise, Employment &amp; Major Projects</p> <p>Edition 10</p>	<p>Internal officer consultation only for this particular decision. The progression and evolution of the final scheme will involve further detailed public consultation.</p>	<p>Max Woodford Tel: 29-3451</p>

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		<p>market conditions.</p> <p>Note: It is likely that there will be a public Part 1 report and a restricted Part 2 report for this item listed on the agenda for the meeting. This item has been deferred at the request of the Director from 9th July Cabinet to 17th September Cabinet.</p> <p>Note: This item has been deferred to the October Cabinet at the request of the Director.</p> <p>Note: The report has been delayed to the November Cabinet to allow the developers further time to complete the financial analysis.</p> <p>Note: This item is being deferred as following the submission by the developers of a further proposal relating to the amended offer, it is considered that there are further negotiations to be undertaken with the developers</p>			

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		<p>before officers are in a position to be able to recommend the proposals to Members</p> <p>Note: The report has been deferred to allow further negotiations.</p>			
CAB 5498		<p>All Wards <b>Hangleton Bottom - Land Use Options</b></p> <p>To seek agreement to the marketing approach and future use of the site.</p> <p>This item has been deferred to allow for further consultation and consideration of options and will be brought to a future meeting.</p>	<p>Cabinet Cabinet Member for Central Services</p> <p>Edition 5 Revised</p>		<p>Angela Dymott Tel: 29-1450</p>

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