

COMMITTEE WORK PROGRAMME Edition 02 – 2013/14

KING'S HOUSE GRAND AVENUE HOVE BN3 2LS www.brighton-hove.gov.uk

Published 7 May 2013

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 both **key decisions** and non-key decisions in the period covered by the Programme. Not all decisions can be listed 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 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 Committee Work Programme highlights those items listed as key decisions to inform local residents of such matters that are to be considered. The exception being those issues which are dealt with under the urgency provisions.

For each decision included on the 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 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.

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



Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
Decisio	ns Anticipated for June 2013			
POLICY	% RESOURCES COMMITTEE			
35306	Targeted Budget Management (TBM) Provisional Outturn 2012/13 Policy Committee Decision - Key	13 Jun 2013		Report of: Executive Director for Finance & Resources
	Wards affected: All Wards			Report Author: Jeff Coates Tel: 29-2364
34442	Seafront Structures Management Plan Policy Committee Decision - Key To advise councillors of 1) the structural condition of infrastructure that supports or protects the seafront; and 2) a proposed programme of renewal and reconstruction, in order to minimise and manage the council's responsibility and liability and maintain Wards affected: Brunswick & Adelaide; Central Hove; East Brighton; Queen's Park; Regency; Rottingdean Coastal; South Portslade; Westbourne; Wish	13 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Leon Bellis
34917	Circus Street: Landowner's Consent Policy Committee Decision - Key Report seeking landowner's consent for the Circus Street project, approval for the design and onward letting of 'The Dance Space' being delivered to the council by the project, and seeking agreement for the developers to submit a planning application. Wards affected: All Wards	13 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Max Woodford Tel: 29-3451

Ref	Report Details	Committee Date	Consultation	Lead Director
35836	Rationalisation and Procurement of the Mechanical and Electrical Term Contracts All Committee Decisions Wards affected: All Wards	13 Jun 2013		Report of: Executive Director for Finance & Resources Report Author: Martin Hedgecock
35238	Brighton Bathing Pavilion - Lease Agreement Policy Committee Decision - Key Approval for Lease agreement for the Brighton Bathing Pavilion on the former Peter Pan site, Madeira Drive. Wards affected: East Brighton	13 Jun 2013	Commercially sensitive information - Part II	Report of: Assistant Chief Executive Report Author: Toni Manuel Tel: 29-0394, Jane Pinnock Tel: 29- 0568
35726	Brighton Bathing Pavilion - Lease Agreement - Exempt Category 3 All Committee Decisions Part 2 confidential report seeking approval for Lease agreement on former Peter Pan site, Madeira Drive. Wards affected: East Brighton	13 Jun 2013		Report of: Report Author:

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer			
HEALTH	HEALTH & WELLBEING BOARD						
35220	JSNA: update on rolling programme of needs assessments Regulatory/Other Committee Decision update on areas designated as priorities for rolling programme of needs assessments Wards affected: All Wards	12 Jun 2013		Report of: Director of Public Health Report Author: Kate Gilchrist Tel: 01273 290457			
34520	'3T' Development of the Royal Sussex County Hospital Other Committee Decision Presentation from BSUH of their final business case for 3T, the major initiative to redevelop the RSCH as a regional trauma, tertiary and teaching centre. The DH require all plans for major reconfigurations of NHS services to be supported by local HWBs Wards affected: All Wards	12 Jun 2013		Report of: Director of Public Health Report Author: Giles Rossington Tel: 01273 291038			
HOUSIN	IG COMMITTEE		1				
35733	HCA Empty Property Funding Round 2 Bid All Committee Decisions Report outlining funding bid for HCA Empty Property funds Wards affected: All Wards	19 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Martin Reid			

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
ECONO	MIC DEVELOPMENT & CULTURE COMMITTEE			
35149	Medina House Planning Brief Policy Committee Decision - Key Wards affected: All Wards	20 Jun 2013		Report of: Report Author:
35356	Adoption of Shoreham Harbour Development Brief (June 2013) Policy Committee Decision - Key Wards affected: Brunswick & Adelaide	20 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Mike Holford Tel: 29-2501

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
36003	SPD12 'Design Guide for Extensions and Alterations All Committee Decisions This report seeks endorsement to formally adopt Supplementary Planning Document (SPD) 12 'Design Guide for Extensions and Alterations'. Once adopted, the SPD will form part of the Local Development Framework and will provide detailed design guidance for extensions and alterations to buildings throughout the City. The guidance is intended to support current and emerging development plan policies by promoting good design practice, assisting in the protection and enhancement of the city's heritage assets, and protecting the amenities of local residents from inappropriate development. Once adopted, the SPD will constitute a material planning consideration that can be taken into account when determining planning applications. Wards affected: All Wards	20 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Adrian Smith
36029	Draft Seafront Strategy – update on public consultation All Committee Decisions Wards affected:	20 Jun 2013		Report of: Assistant Chief Executive Report Author: Tricia Winter Tel: 29-3906, Ian Shurrock Tel: 29-2084

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
36037	Museums Accreditation Policies and Plans All Committee Decisions	20 Jun 2013		Report of: Assistant Chief Executive
	Wards affected:			Report Author: Janita Bagshawe Tel: 29-2840, Tricia Winter Tel: 29- 3906
36039	Future Developments for the Royal Pavilion Estate All Committee Decisions	20 Jun 2013		Report of: Assistant Chief Executive
	Wards affected:			Report Author: Janita Bagshawe Tel: 29-2840, Tricia Winter Tel: 29- 3906
36041	Advisory Board for Tourism All Committee Decisions	20 Jun 2013		Report of: Assistant Chief Executive
	Wards affected:			Report Author: Adam Bates Tel: 29-2600, Tricia Winter Tel: 29-3906
CHILDR	REN & YOUNG PEOPLE COMMITTEE			
35651	Commissioning Strategy for services for children with disabilities: Progress Update All Committee Decisions	3 Jun 2013		Report of: Executive Director for Children's Services
	Wards affected: All Wards			Report Author: Steve Barton Tel: 29-6105

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
35653	Report on commissioning and delivery of Youth Services All Committee Decisions Wards affected: All Wards	3 Jun 2013		Report of: Executive Director for Children's Services Report Author: Steve Barton Tel: 29-6105
35649	Early help strategy All Committee Decisions Wards affected: All Wards	3 Jun 2013		Report of: Executive Director for Children's Services Report Author: Rosalind Turner Tel: 01273
35647	Brighton & Hove City Council: Updated Annual Standards and School Performance Report 2011/12 All Committee Decisions Wards affected: All Wards	3 Jun 2013		Report of: Executive Director for Children's Services Report Author: Hilary Ferries Tel: 29-3738
35642	The Pupil Premium and the Closing the Gap Agenda All Committee Decisions Wards affected: All Wards	3 Jun 2013		Report of: Interim Director of Children's Services Report Author: Claire King

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
35860	Provision of Childcare by Paces for Brighton All Committee Decisions Paces for Brighton has decided to close and stop providing childcare. Because of the need for childcare in the area the committee is asked to approve the council's early years team investigating running provision itself from the premises at Valley Social Centre Wards affected: East Brighton			Report of: Report Author:
35879	Provision of Childcare Places for Two Year Olds: Capital Plans All Committee Decisions Approval sought for plans for proposed capital expenditure to expand and improve childcare provision for two year olds eligible for free places Wards affected: All Wards			Report of: Report Author:
LICENS	SING COMMITTEE			
35687	Objection to Hackney Carriage and Private Hire Vehicle Fees and Private Hire Operator Fees All Committee Decisions Objection to fees report Wards affected: All Wards	27 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Martin Seymour Tel: 296659, Jean Cranford Tel: 29- 2550

Ref	Report Details	Committee Date	Consultation	Lead Director
35695	Hackney Carriage and Private Hire Driver Fees All Committee Decisions Report seeking approval of increased Hackney Carriage and Private Hire Driver Fees Wards affected: All Wards	27 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Martin Seymour Tel: 296659, Jean Cranford Tel: 29- 2550
35751	Taxi Driver Licence Fees: CCTV Conditions All Committee Decisions Wards affected: All Wards	27 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Jean Cranford Tel: 29-2550
35753	Hackney Carriage Accessibility Policy (June 2013) All Committee Decisions Wards affected: All Wards	27 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Jean Cranford Tel: 29-2550
35749	Paston Place Taxi Rank All Committee Decisions Wards affected: East Brighton	27 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Martin Seymour Tel: 296659, Jean Cranford Tel: 29- 2550

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
35755	Hackney Carriage Fare Tariff All Committee Decisions Wards affected: All Wards	27 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Jean Cranford Tel: 29-2550
35757	Street Trading Designation: Memorial Way All Committee Decisions Wards affected: All Wards	27 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Martin Seymour Tel: 296659, Jean Cranford Tel: 29- 2550
35759	Street Trading Policy: Farmers' Market All Committee Decisions Wards affected: All Wards	27 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Martin Seymour Tel: 296659, Jean Cranford Tel: 29- 2550
35761	Taxi Law Commission Review All Committee Decisions Wards affected: All Wards	27 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Jean Cranford Tel: 29-2550

Ref	Report Details	Committee Date	Consultation	Lead Director
			'	Lead Officer
35768	Report of the Alcohol Programme Board (June 2013) All Committee Decisions Wards affected: All Wards	27 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Jean Cranford Tel: 29-2550
35781	CCTV Licence Conditions and Guidance All Committee Decisions To amend CCTV Licence Conditions and Guidance for Hackney Carriage & Private Hire, Vehicles and Drivers Wards affected: All Wards	27 Jun 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Martin Seymour Tel: 296659, Jean Cranford Tel: 29- 2550
ADULT	CARE & HEALTH COMMITTEE			
35691	Short Term Services All Committee Decisions Wards affected: All Wards	17 Jun 2013		Report of: Report Author: Anna McDevitt Tel: 01273 574841
AUDIT 8	& STANDARDS COMMITTEE		<u>I</u>	

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
Decisio	ons Anticipated for July 2013			Lead Officer
POLICY	A RESOURCES COMMITTEE			
35000	City Performance Plan (CPP) 2012/13 full year report Policy Committee Decision - non-Key 2012/13 full year performance report for the partnerships city performance plan. This will go through the council reporting process to P&R and Council then on the PSB and BHSP. Wards affected: All Wards	11 Jul 2013		Report of: Assistant Chief Executive Report Author: Paula Black Tel: 29-1740
ENVIRO	DNMENT, TRANSPORT & SUSTAINABILITY COMMITTEE			
34366	Elm Grove Improvements Non-Key Consideration of the results of consultation on proposals to install designated free parking areas along with other improvements to make Elm Grove a more people friendly environment. Wards affected: Hanover & Elm Grove	9 Jul 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Owen McElroy Tel: 29-0368
35192	Air Quality Management Area Policy Committee Decision - Key Wards affected: All Wards	9 Jul 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Samuel Rouse

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
I nere a	re no planned executive committee meetings for August			
Decisio	ns Anticipated for September 2013			
HEALTH	H & WELLBEING BOARD			
35222	2013 JSNA Regulatory/Other Committee Decision To agree and sign-off the 2013 JSNA Wards affected: All Wards	11 Sep 2013		Report of: Director of Public Health Report Author: Kate Gilchrist Tel: 01273 290457
ECONO	MIC DEVELOPMENT & CULTURE COMMITTEE			
21196	Libraries Plan 2013 - 2015 Policy Committee Decision - Key To seek approval for the Libraries Plan. Wards affected: All Wards	19 Sep 2013 24 Oct 2013		Report of: Report Author:
35151	Edward Street Quarter Planning Brief Policy Committee Decision - Key Wards affected: All Wards	19 Sep 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Alan Buck Tel: 29-2287

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer	
35505	The Urban Design Framework SPD (Consultation) All Committee Decisions To seek approval to the consultation process for the Urban Design Framework SPD Wards affected: All Wards	19 Sep 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Tim Jefferies Tel: 29-3152	
35503	The Conservation Strategy - Review All Committee Decisions Wards affected: All Wards	19 Sep 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Tim Jefferies Tel: 29-3152	
ADULT	CARE & HEALTH COMMITTEE				
AUDIT 8	& STANDARDS COMMITTEE				
HOUSIN	NG COMMITTEE				
Decisions Anticipated for October 2013					
POLICY	4 & RESOURCES COMMITTEE				
30021	Annual Surveillance Report (Oct 2013) Non-Key Update on surveillance activity carried out by officers in previous quarter Wards affected: All Wards	17 Oct 2013		Report of: Executive Director for Finance & Resources Report Author: Jo Player Tel: 292488	

Ref	Report Details	Committee Date	Consultation	Lead Director		
ENVIRO	ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE					
35910	Old Town Transport Plan All Committee Decisions Summary of Public Inquiry recommendations. Request to implement scheme. Wards affected: Regency	8 Oct 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Geraldine Kennedy, Tom Campbell Tel: 29-3328, Marie Chesham		
CHILDR	EN & YOUNG PEOPLE COMMITTEE					
Decisio	Decisions Anticipated for November 2013					
HOUSIN	HOUSING COMMITTEE					
ECONO	MIC DEVELOPMENT & CULTURE COMMITTEE					
35460	Shoreham Harbour Joint Area Action Plan All Committee Decisions To agree the joint area action plan prior for consultation. Wards affected: All Wards	14 Nov 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Rob Fraser Tel: 01273 292380, Mike Holford Tel: 29-2501		
CHILDR	CHILDREN & YOUNG PEOPLE COMMITTEE					
AUDIT 8	AUDIT & STANDARDS COMMITTEE					

Brighton & Hove City Council Meeting Work Plan

Ref	Report Details	Committee Date	Consultation	Lead Director		
LICENS	Licensing Committee Lead Officer					
35770	Street Trading Designation (Post Consultation) All Committee Decisions Wards affected: All Wards	21 Nov 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Jean Cranford Tel: 29-2550		
35772	Licence Fees 2014/15 All Committee Decisions Wards affected: All Wards	21 Nov 2013		Report of: Executive Director for Environment, Development & Housing Report Author: Jean Cranford Tel: 29-2550		
ADULT	ADULT CARE & HEALTH COMMITTEE					
ENVIRO	ONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE					
HEALT	H & WELLBEING BOARD					
Decisions Anticipated for December 2013						
POLICY & RESOURCES COMMITTEE						
Decisions Anticipated for January 2014						
POLICY & RESOURCES COMMITTEE						
CHILDE	CHILDREN & YOUNG PEOPLE COMMITTEE					

Ref	Report Details	Committee Date	Consultation	Lead Director
ENVIR (DNMENT, TRANSPORT & SUSTAINABILITY COMMITTEE			Lead Officer
HOUSI	NG COMMITTEE			
ADULT	CARE & HEALTH COMMITTEE			
AUDIT	& STANDARDS COMMITTEE			
ECONO	OMIC DEVELOPMENT & CULTURE COMMITTEE			
35264	Brunswick Town Painting Scheme Policy Committee Decision - non-Key Report on outcome of consultants report Wards affected: Brunswick & Adelaide	23 Jan 2014		Report of: Executive Director for Environment, Development & Housing Report Author: Lesley Johnston Tel: 29-2104
35236	Approval of Local List Policy Committee Decision - non-Key This report seeks the approval of the Local List of Heritage Assets, following a review and consultation. Wards affected: All Wards	23 Jan 2014		Report of: Executive Director for Environment, Development & Housing Report Author: Sanne Roberts Tel: 29-2261
35582	Buildings at Risk - Annual Update (January) 2014 All Committee Decisions To receive the annual update report on buildings at risk. Wards affected: All Wards	23 Jan 2014		Report of: Executive Director for Environment, Development & Housing Report Author: Tim Jefferies Tel: 29-3152

CHILDREN & YOUNG PEOPLE COMMITTEE

Ref	Report Details	Committee Date	Consultation	Lead Director		
				Lead Officer		
35501	Review of Section 106 Recession Measures All Committee Decisions Wards affected: All Wards	23 Jan 2014		Report of: Executive Director for Environment, Development & Housing Report Author: Mike Holford Tel: 29-2501, Rob Fraser Tel: 01273 292380		
SHADO	SHADOW HEALTH & WELLBEINGBOARD					
Decisions Anticipated for February 2014						
POLICY	POLICY & RESOURCES COMMITTEE					
Decisio	Decisions Anticipated for March 2014					
POLICY & RESOURCES COMMITTEE						
ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE						
HOUSING COMMITTEE						
LICENS	LICENSING COMMITTEE					

Ref	Report Details	Committee Date	Consultation	Lead Director		
FCONO	MIC DEVELOPMENT & CULTURE COMMITTEE			Lead Officer		
35507	The Urban Design Framework SPD (Adoption) All Committee Decisions To approve the adoption of the Urban Design Framework SPD Wards affected: All Wards	13 Mar 2014		Report of: Executive Director for Environment, Development & Housing Report Author: Tim Jefferies Tel: 29-3152		
ADULT	CARE & HEALTH COMMITTEE					
HEALTI	H & WELLBEING BOARD					
AUDIT 8	AUDIT & STANDARDS COMMITTEE					
Decisio	Decisions Anticipated for April 2014					
Decisio	Decisions Anticipated for May 2014					
POLICY	POLICY & RESOURCES COMMITTEE					
ENVIRO	ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE					
HOUSIN	HOUSING COMMITTEE					
ITEMS PREVIOUSLY LISTED IN THE COMMITTEE WORK PROGRAMME BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED						
29414	Volks Railway- Replacement of Siding Sheds			Report of:		
	Non-Key Wards affected: Rottingdean Coastal			Report Author:		