

Brighton & Hove City Council

DRAFT COMMITTEE WORK PROGRAMME Edition10

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

To be Published 01 February 2017

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

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 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
Decision	ns anticipated for February 2017			
POLICY	, RESOURCES & GROWTH COMMITTEE - 4.00PM HOVE TO	WN HALL		
52432	Targetted Budget Management (TBM) Month 9 <i>All Committee Decisions</i> <i>Wards affected: All Wards</i>	9 Feb 2017		Report of: Executive Director for Finance & Resources Report Author: Jeff Coates Tel: 01273 292364, Nigel Manvell Tel: 01273 293104
56219	Capital Resources and Capital Investment Programme 2017/18 All Committee Decisions The purpose of the report is to inform Policy, Resources & Growth Committee of the level of available capital resources in 2017/18 to enable the committee to propose a Capital Investment Programme for 2017/18 to Budget Council. Wards affected: All Wards	9 Feb 2017 23 Feb 2017		Report of: Executive Director for Finance & Resources Report Author: Rob Allen Tel: 01273 291245, Heather Bentley Tel: 01273 291244, James Hengeveld Tel: 01273 291242, Nigel Manvell Tel: 01273 293104

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
56216	General Fund Revenue Budget & Council Tax 2017/18 <i>All Committee Decisions</i> Sets out the final proposals for the General Fund Revenue Budget and Council Tax for 2017/18 together with Service & Financial Plans up to 2019/20	9 Feb 2017		Report of: Executive Director for Finance & Resources
	Wards affected: All Wards			Report Author: Heather Bentley Tel: 01273 291244, Jeff Coates Tel: 01273 292364, James Hengeveld Tel: 01273 291242, Nigel Manvell Tel: 01273 293104
56110	Saltdean Lido Restoration ProjectAll Committee DecisionsTo request members to approve an agreement for leaseto Saltdean Lido CIC to restore the Saltdean Lido mainbuilding subject to a range of conditions detailed in thereport.Wards affected: Rottingdean Coastal	9 Feb 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Ian Shurrock Tel: 01273 292084

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
54590	Housing Revenue Account Budget and Investment Programme 2017/18 and Medium Term Financial Strategy. <i>All Committee Decisions</i> Housing Revenue Account revenue and capital budget report for 2017/18, includes setting of council rents & HRA fees and charges and is submitted to Housing & New Homes Committee, prior ot Policy Resources & Growth Committee and full council. <i>Wards affected: All Wards</i>	9 Feb 2017		Report of: Executive Director for Finance & Resources, Executive Director for Neighbourhoods, Communities & Housing Report Author: Susie Allen Tel: 01273 293105, Monica Brooks Tel: 01273 292279, Sue Chapman Tel: 01273 293105, Martin Reid Tel: 01273 293321
56266	Orbis Public Law - Update January 2017 All Committee Decisions Wards affected: All Wards	9 Feb 2017		Report of: Executive Lead for Strategy, Governance & Law (Monitoring Officer) Report Author: Elizabeth Culbert Tel: 01273 291515, Abraham Ghebre-Ghiorghis Tel: 01273 291500

Ref	Report Details	Committee Date	Consultation	Lead Director
56538	Proposal to Discontinue Support for the Older People's Council (OPC) All Committee Decisions Wards affected: All Wards	9 Feb 2017		Lead Officer Report of: Report Author:
HEALTH	HOVERVIEW & SCRUTINY COMMITTEE - 4.00PM HOVE TO	NN HALL		
56160	Multiple Births: Update All Committee Decisions Wards affected: All Wards	1 Feb 2017		Report of: Executive Lead for Strategy, Governance & Law (Monitoring Officer) Report Author: Giles Rossington Tel: 01273 295514
56381	Patient Transport (PTS): Update All Committee Decisions Wards affected: All Wards	1 Feb 2017		Report of: Executive Lead for Strategy, Governance & Law (Monitoring Officer) Report Author: Giles Rossington Tel: 01273 295514

Ref	Report Details	Committee Date	Consultation	Lead Director
56393	Healthwatch Report on Service User Perspectives pf patient Transport Services (PTS) All Committee Decisions Wards affected: All Wards	1 Feb 2017		Lead Officer Report of: Executive Lead for Strategy, Governance & Law (Monitoring Officer) Report Author: Giles Rossington Tel: 01273 295514
Decisio	ns anticipated for March 2017			
POLICY	, RESOURCES & GROWTH COMMITTEE - 4.00PM HOVE TO	WN HALL		
54521	Annual Investment Strategy 2017/18 All Committee Decisions Wards affected: All Wards	23 Mar 2017		Report of: Executive Director for Finance & Resources
				Report Author: Haley Woollard Tel: 01273 291246

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
54519	Treasury Management Policy Statement 2017/18 All Committee Decisions Wards affected: All Wards	23 Mar 2017		Report of: Executive Director for Finance & Resources
				Report Author: Haley Woollard Tel: 01273 291246
53650	Disposal of Land at the Cliff, Roedean All Committee Decisions Wards affected: Rottingdean Coastal	23 Mar 2017		Report of: Report Author:
56334	Planned Maintenance Budget Allocation 2017-18 and Programme of Works for the Council's Operational Buildings All Committee Decisions Wards affected: All Wards	23 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Martin Hilson Tel: 01273 291452
56554	Asset Management Fund 2017/18 All Committee Decisions Wards affected: All Wards	23 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Angela Dymott Tel: 01273 291450, Nigel McCutcheon Tel: 01273 291453

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
56722	Workstyles 4 - Brighton Town Hall <i>All Committee Decisions</i> High-level proposals and finance options for the transformation of Brighton Town Hall into Brighton City Hall	23 Mar 2017		Report of: Executive Director for Economy, Environment & Culture
	Wards affected: All Wards			Report Author: Angela Dymott Tel: 01273 291450, Ben Miles Tel: 01273 290336
56711	Pay Policy Statement All Committee Decisions Wards affected: All Wards	23 Mar 2017		Report of: Executive Director for Finance & Resources
				Report Author: Matt Naish Tel: 01273 295088
LICENS	ING COMMITTEE - 3.00PM HOVE TOWN HALL			
56305	Annual Report of Licensing Authority 2016 All Committee Decisions Wards affected: All Wards	2 Mar 2017		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Jim Whitelegg Tel: 01273 292438

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
56303	Hackney Carriage Vehicle Livery All Committee Decisions Request for change of HC livery Wards affected: All Wards	2 Mar 2017		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Martin Seymour Tel: 01273 296659, Jim Whitelegg Tel: 01273 292438
56301	Admendments to the Blue Handbook for Hackney Carriage and Private Hire, Drivers, Vehicles and Operators <i>All Committee Decisions</i> Amendments to Blue Book <i>Wards affected: All Wards</i>	2 Mar 2017		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Martin Seymour Tel: 01273 296659, Jim Whitelegg Tel: 01273 292438
56299	Hackney Carriage & Private Hire Driver Enforcement & Monitoring All Committee Decisions Report on driver enforcement Wards affected: All Wards	2 Mar 2017		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Martin Seymour Tel: 01273 296659, Jim Whitelegg Tel: 01273 292438

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer		
CHILDR	HILDREN, YOUNG PEOPLE & SKILLS COMMITTEE - 4.00PM HOVE TOWN HALL					
55629	Outcome of Special Educational Needs and Disability (SEND) Review Engagement Strategy All Committee Decisions Outcome of SEND Review engagement strategy - east and west integrated learning difficulties hubs Wards affected: All Wards	6 Mar 2017		Report of: Executive Director for Families, Children & Learning Report Author: Lisa Brown Tel: 01273 293568, Regan Delf Tel: 01273 293504		
55685	Brighton & Hove Education Partnership proposals All Committee Decisions Wards affected: All Wards	6 Mar 2017		Report of: Executive Director for Families, Children & Learning Report Author: Hilary Ferries Tel: 01273 293738		
55875	Poverty Proofing the School Day update All Committee Decisions Wards affected: All Wards	6 Mar 2017		Report of: Executive Director for Families, Children & Learning Report Author: Hilary Ferries Tel: 01273 293738		

Brighton & Hove City Council Meeting Work Plan

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
56224	School Funding All Committee Decisions Wards affected: All Wards	6 Mar 2017		Report of: Executive Director for Families, Children & Learning Report Author: Richard Barker Tel: 01273 290732, Clare Johansen, Andy Moore Tel: 01273 293640, Andrea Weller Tel: 01273 293526
56362	Standards and Achievement in Brighton & Hove Schools and Colleges 2016 All Committee Decisions Wards affected: All Wards	6 Mar 2017		Report of: Executive Director for Families, Children & Learning Report Author: Ellen Mulvihill Tel: 01273 294410
56528	Education Capital Resources and Capital Investment Programme 2016/2017 <i>All Committee Decisions</i> The purpose of the report is to inform the Committee of the level of available capital resources allocated to this service for 2016/17 and to recommend a Capital Investment Programme for 2016/17. <i>Wards affected: All Wards</i>	6 Mar 2017		Report of: Executive Director for Families, Children & Learning Report Author: Richard Barker Tel: 01273 290732, Gillian Churchill Tel: 01273 293515

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
56590	Proposal to consult on closure of two maintained school nursery classes All Committee Decisions Report requests agreement to consult on closure of nursery classes at Middle Street and Queen's Park primary schools Wards affected: All Wards	6 Mar 2017		Report of: Executive Director for Families, Children & Learning Report Author: Vicky Jenkins Tel: 01273 296110
56588	Special School and Pupil Referral Unit (PRU) Reorgaisation Proposals All Committee Decisions Wards affected: All Wards	6 Mar 2017		Report of: Executive Director for Families, Children & Learning Report Author: Regan Delf Tel: 01273 293504
56774	Proposal to consult on closure of two maintained school nursery classes All Committee Decisions Wards affected: All Wards	6 Mar 2017		Report of: Executive Director for Families, Children & Learning Report Author: Vicky Jenkins Tel: 01273 296110

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
56822	Annual Standards Report All Committee Decisions Wards affected: All Wards	6 Mar 2017		Report of: Executive Director for Families, Children & Learning Report Author: Ellen Mulvihill Tel: 01273 294410
AUDIT	& STANDARDS COMMITTEE - 4.00PM HOVE TOWN HALL			
56490	Standards Update All Committee Decisions Update on standards issue arising. Wards affected: All Wards	7 Mar 2017		Report of: Executive Lead for Strategy, Governance & Law (Monitoring Officer) Report Author: Abraham Ghebre-Ghiorghis Tel: 01273 291500
56488	Internal audit plan 2017/18 <i>All Committee Decisions</i> Sets out planned internal audit and counter-fraud work for 2017/18 <i>Wards affected:</i>	7 Mar 2017		Report of: Executive Director for Finance & Resources Report Author: Graham Liddell Tel: 01273 291323

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
56486	Internal audit and corporate fraud progress report All Committee Decisions Progress on delivering the internal audit and corporate fraud strategy and plan for 2016/17 Wards affected:	7 Mar 2017		Report of: Executive Director for Finance & Resources Report Author: Graham Liddell Tel: 01273 291323
56585	Risk Management Strategy Annual Progress Report 2016 -17 <i>All Committee Decisions</i> This report details progress made on the Risk Management Programme 2016-17 against the identified measures detailed in the Risk Management Strategy 2014-2017. <i>Wards affected: All Wards</i>	7 Mar 2017		Report of: Executive Lead for Strategy, Governance & Law (Monitoring Officer) Report Author: Jackie Algar Tel: 01273 291273
56587	Strategic Risk Focus: SR15 Keeping Children Safe from Harm and Abuse; and SR17 School Places Planning <i>All Committee Decisions</i> The Audit & Standards Committee has a role to monitor and form an opinion on the effectiveness of risk management and internal control. As part of discharging this role it focuses on at least two Strategic Risks at each of their meetings and invite the Risk Owner to attend and answer any questions.	7 Mar 2017		Report of: Executive Lead for Strategy, Governance & Law (Monitoring Officer) Report Author: Jackie Algar Tel: 01273 291273
	Wards affected: All Wards			

Brighton & Hove City Council Meeting Work Plan

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
56830	Standards Update All Committee Decisions Wards affected:	7 Mar 2017		Report of: Executive Lead for Strategy, Governance & Law (Monitoring Officer) Report Author: Victoria Simpson Tel: 01273 294687

ECONOMIC DEVELOPMENT & CULTURE COMMITTEE - 4.00PM HOVE TOWN HALL

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
56550	Houses of Multiple Occupation - Response to matters raised at full Council All Committee Decisions EDC Committee in November 2016 resolved to request an Officer report be brought to a future meeting specifically to consider the matters raised at full Council in October 2016, namely that: 1) The City Plan Part One be reviewed to increase the area of restriction from 50 metres to 150 metres where applications for conversion to HMOs will be rejected if more than 5% of current dwellings are already HMOs; 2) Consideration be given to the extension of the current Article 4 Direction area and options to further extend the licensing of private rented housing; and 3) Consideration be given as to whether to better align the Planning and Licensing functions in relation to HMOs and learn from other university towns as to more effective management of student HMOs and to request a report on this matter to its next meeting. <i>Wards affected: All Wards</i>	9 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Steve Tremlett Tel: 01273 292108
56595	s106 Developer Contributions Technical Guidance - update All Committee Decisions Update on technical guidance where s106 developer contributions are being sought on new development. Wards affected: All Wards	9 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Debra May Tel: 01273 292295

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
56678	Old Town Conservation Area Character Statement <i>All Committee Decisions</i> A report outlining the results of public consultation on the draft document and seeking approval to adopt the final version of the Old Town Conservation Area Character Statement. <i>Wards affected: Regency</i>	9 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Tim Jefferies Tel: 01273 293152
56827	Supporting the Visitor Economy All Committee Decisions Wards affected: All Wards	9 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Howard Barden Tel: 01273 292646
56824	Developing a new Strategic Framework for Arts & Culture in the City All Committee Decisions Wards affected: All Wards	9 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Nick Hibberd Tel: 01273 293756

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
56821	Review of the City's Economic Strategy All Committee Decisions Wards affected: All Wards	9 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Cheryl Finella Tel: 01273 291095
56856	Tourism, Visitor Economy and the work of Visit Brighton All Committee Decisions Wards affected: All Wards	9 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Howard Barden Tel: 01273 292646, Nick Hibberd Tel: 01273 293756

NEIGH	NEIGHBOURHOODS, COMMUNITIES & EQUALITIES COMMITTEE - 4.00PM THE FRIENDS MEETING HOUSE				
56365	Fairness Commission Recommendation: BDA Charter for British Sign Language All Committee DecisionsWards affected:	13 Mar 2017		Report of: Report Author: Diane Coe Tel: 01273 291280	

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
ENVIRO				
54039	2017/18 Local Transport Plan Capital Programme <i>All Committee Decisions</i> Seeking approval of detailed allocation of approved LTP capital funding to specific projects and programmes for 2017/18, and noting indicative allocations for future years <i>Wards affected: All Wards</i>	14 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Andrew Renaut Tel: 01273 292477
54979	Brighton & Hove Bike Share - TRO representations All Committee Decisions Public representations (object or support) made in response to proposed changes to Traffic Regulation Orders to place bike share scheme hubs/docking points on carriageway. Rottingdean Coastal, East Brighton, Queen's Park, Hanover and Elm Grove, Moulsecoomb and Bevendean, St. Peter's and North Laine, Preston Park, Hollingdean and Stanmer, Regency, Goldsmid, Brunswick and Adelaide, Central Hove Wards affected: Brunswick & Adelaide; Central Hove; East Brighton; Goldsmid; Hanover & Elm Grove; Hollingdean & Stanmer; Moulsecoomb & Bevendean; Preston Park; Queen's Park; Regency; Rottingdean Coastal; St Peter's & North Laine	14 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Abby Hone Tel: 01273 290390

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
55636	 Hanover & Elm Grove / Craven Vale resident parking scheme consultations All Committee Decisions Reports results of consultations in these areas. Wards affected: East Brighton; Hanover & Elm Grove; Queen's Park 	14 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Charles Field Tel: 01273 293329
56313	Health and Safety Service Plan 2017-18 <i>All Committee Decisions</i> The Health & Safety Annual Service Plan is a statutory document required under guidance issued by the Health and Safety Executive (HSE), National Local Authority Enforcement Code. This Code requires Local Authorities to make adequate arrangements for providing a health and safety service that includes an enforcement role. <i>Wards affected: All Wards</i>	14 Mar 2017		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Roy Pickard Tel: 01273 292145
56293	Official Feed and Food Controls Service Plan 2017/18 All Committee Decisions Food Safety Service Plan to be agreed by Environment, Transport and Sustainability Committee Wards affected: All Wards	14 Mar 2017		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Nick Wilmot Tel: 01273 292157

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
56763	Trial of the use of bus lanes by powered two wheelers on the A270 Lewes Road <i>All Committee Decisions</i> Request for permission for an experimental Traffic regulation order 18 months allowing a trial of the use of bus lanes by powered to wheelers from north of the Vogue gyratory up to the city boundary. <i>Wards affected: Hollingdean & Stanmer; Moulsecoomb & Bevendean</i>	14 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Matthew Thompson Tel: 01273 293705
56758	West Hove Resident parking scheme consultationAll Committee DecisionsThis report presented the results of the recent parkingscheme consultation in the West Hove area.Wards affected: Wish	14 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Charles Field Tel: 01273 293329
56756	Parking proposals within the event day parking schemesAll Committee DecisionsThis report outlines comments to a traffic order whichwas advertised proposing a number of parkingrestriction changes to the event day parking schemes inMoulsecoomb and ColdeanWards affected: Hollingdean & Stanmer; Moulsecoomb &Bevendean	14 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Charles Field Tel: 01273 293329

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
56858	Gloucester Road TRO Amendment <i>All Committee Decisions</i> TRO amendment and associated highway works to allow cycling on Gloucester Road between Queen's Gardens and Kensington Place <i>Wards affected: St Peter's & North Laine</i>	14 Mar 2017		Report of: Executive Director for Economy, Environment & Culture Report Author: Matthew Thompson Tel: 01273 293705

HOUSIN	HOUSING & NEW HOMES COMMITTEE - 4.00PM HOVE TOWN HALL				
56760	39 – 41 Whitehawk Way Redevelopment <i>All Committee Decisions</i> Redevelopment of a site to increase the capacity for additional accommodation for adults with Learning Disabilities with complex needs. <i>Wards affected:</i>	15 Mar 2017		Report of: Executive Director for Health & Adult Social Care Report Author: Sue Forrest Tel: 01273 292960	

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
56833	 HRA Heat Network Study Update All Committee Decisions An update on the studies carried out into the feasibility of heat networks at two high-density council housing sites 1. Hove Station (City Plan Development Area 6) & 2. Eastern Road, Brighton (Part of DA5). The update focuses on the Hove Station opportunity and the HRA property around Clarendon Road. Wards affected: All Wards 	15 Mar 2017		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Alexander Fox Tel: 01273 290773
56854	Review of HRA garages portfolioAll Committee DecisionsProposed demolition of named garage sites for reasonsof health and safety.Wards affected: All Wards	15 Mar 2017		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Simon Pickles Tel: 01273 292083
HEALTH	H & WELLBEING BOARD - 4.00PM HOVE TOWN HALL			
54071	Safeguarding: Rough Sleepers Desk Top Review Health & Wellbeing Board Wards affected: All Wards	21 Mar 2017		Report of: Executive Lead for Strategy, Governance & Law (Monitoring Officer) Report Author: Mia Brown Tel: 01273 29584217256

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
HEALTH OVERVIEW & SCRUTINY COMMITTEE - 4.00PM HOVE TOWN HALL				
ITEMS PREVIOUSLY LISTED IN THE COMMITTEE WORK PROGRAMME BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED				