



# Brighton & Hove City Council

## COMMITTEE WORK PROGRAMME Edition 02

HOVE TOWN HALL  
NORTON ROAD  
HOVE  
BN3 3BQ  
[www.brighton-hove.gov.uk](http://www.brighton-hove.gov.uk)

Published May 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 Hove Town Hall, Norton Road, Hove BN3 3BQ or telephone 01273 291006 or send an e-mail to [mark.wall@brighton-hove.gov.uk](mailto: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
Decisions Anticipated for May 2017				
<b>POLICY, RESOURCES &amp; GROWTH COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
57639	<p><b>Concessionary Bus Travel – Fixed Deal Reimbursement - Exempt Category 3</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	4 May 2017		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Heather Bentley Tel: 01273 291244, James Hengeveld Tel: 01273 291242</p>
57637	<p><b>Concessionary Bus Travel – Fixed Deal Reimbursement</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	4 May 2017		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Heather Bentley Tel: 01273 291244, James Hengeveld Tel: 01273 291242</p>
57596	<p><b>Council Tax Exemption for Care Leavers</b> <i>All Committee Decisions</i></p> <p>Introducing a new Council Tax Exemption for Care Leavers up to the age of 21, so that they do not have to pay Council Tax.</p> <p><i>Wards affected: All Wards</i></p>	4 May 2017		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Paul Ross-Dale Tel: 01273 291969</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57439	<p><b>Wellbeing and Attendance Management</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	4 May 2017		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Laura Keogh</p>
57752	<p><b>Removal of Burial Fees for Children of 17 Years and Under</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	4 May 2017		<p>Report of: Executive Lead for Strategy, Governance &amp; Law (Monitoring Officer)</p> <p>Report Author: Judith Street</p>
Decisions Anticipated for June 2017				
<b>CHILDREN, YOUNG PEOPLE &amp; SKILLS COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
55683	<p><b>Early Years Strategy</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Jun 2017		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Caroline Parker Tel: 01273 293587</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57110	<p><b>School Organisation Plan 2017-2022</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Jun 2017		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Richard Barker Tel: 01273 290732, Gillian Churchill Tel: 01273 293515, Andrea Weller Tel: 01273 293526</p>
57073	<p><b>The use of Section 106 Contributions for Education</b> <i>All Committee Decisions</i></p> <p>A report outlining the process for allocating Section 106 funding and a summary of its recent use and impact.</p> <p><i>Wards affected: All Wards</i></p>	12 Jun 2017		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Richard Barker Tel: 01273 290732</p>
57339	<p><b>Developments in Mental Health Services for Children and Young People</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Jun 2017		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Gill Brooks Tel: 01273 574635, Lisa Brown Tel: 01273 293568, Tracey Williams Tel: 01273 293481</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57337	<p><b>Special School &amp; PRU Reorganisation</b>  <i>All Committee Decisions</i>                      Committee will be presented with the next stage of Special School and PRU reorganisation. At this stage committee will be asked to;                      Give final approval on the closure of Patcham House                      Receive feedback from the formal consultation on the creation of Integrated Hubs, East, West and Social Emotional Mental Health                      Be asked to publish statutory notice periods on the creation of the Integrated Hubs, East, West and Social Emotional Mental Health</p> <p><i>Wards affected: All Wards</i></p>	12 Jun 2017		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Regan Delf Tel: 01273 293504, Edward Yeo Tel: 29-4354</p>
57856	<p><b>Primary School Admission Arrangements 2018</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Jun 2017		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Richard Barker Tel: 01273 290732</p>
57853	<p><b>Drug, alcohol and tobacco education guidance for educational settings</b>  <i>All Committee Decisions</i>                      This report is to present the final draft of the Brighton &amp; Hove Drug, Alcohol and Tobacco Education Guidance for Educational Settings Guidance (2015)</p> <p><i>Wards affected: All Wards</i></p>	12 Jun 2017		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Sam Beal Tel: 01273 293533</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57946	<p><b>BME Achievement</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Jun 2017		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Sarah Berliner</p>
58096	<p><b>Proposal to raise lower age range of Queen's Park and Middle Street Primary Schools</b> <i>All Committee Decisions</i></p> <p>Report following completion of statutory process by local authority, at request of schools' governing bodies, to raise their lower age range from three to four with consequent closure of each school's nursery class</p> <p><i>Wards affected: All Wards</i></p>	12 Jun 2017		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Vicky Jenkins Tel: 01273 296110</p>
57969	<p><b>Families, Children &amp; Learning Annual Report 2016/17 and Looking Ahead</b> <i>All Committee Decisions</i></p> <p>Families, Children &amp; Learning Annual Report 2016/17 and a look ahead to the work of 16/17 and beyond</p> <p><i>Wards affected: All Wards</i></p>	12 Jun 2017		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Carolyn Bristow Tel: 01273 291288</p>
<b>HEALTH &amp; WELLBEING BOARD - 4.00PM - HOVE TOWN HALL</b>				

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>HOUSING &amp; NEW HOMES COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
56077	<p><b>Housing First Overview</b>  <i>All Committee Decisions</i>                      An overview of the commissioned Housing First service in the city.</p> <p><i>Wards affected: All Wards</i></p>	14 Jun 2017		<p>Report of: Executive Director for Health &amp; Adult Social Care</p> <p>Report Author: Sue Forrest Tel: 01273 292960</p>
55843	<p><b>New Homes for Neighbourhoods Modular Pilot - Y:Cube proposal</b>  <i>All Committee Decisions</i>                      Seeking agreement of Housing &amp; New Homes and Policy, Resources and Growth Committees to lease a largely cleared HRA garage site to YMCA Downlink to develop up to 21 modular Y:Cube units of affordable rented housing</p> <p><i>Wards affected: Moulsecoomb &amp; Bevendean</i></p>	14 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Carol Jenkins Tel: 01273 293832</p>
56833	<p><b>HRA Heat Network Study Update</b>  <i>All Committee Decisions</i>                      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) &amp; 2. Eastern Road, Brighton (Part of DA5). The update focuses on the Hove Station opportunity and the HRA property around Clarendon Road.</p> <p><i>Wards affected: All Wards</i></p>	14 Jun 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Alexander Fox Tel: 01273 290773</p>



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57015	<p><b>Annual Report 2017</b>  <i>All Committee Decisions</i>                      Annual Report to Council Tenants &amp; Leaseholder 2017</p> <p><i>Wards affected:</i></p>	14 Jun 2017		<p>Report of:</p> <p>Report Author: Jane White                      Tel: 01273 294598</p>
57043	<p><b>Private Rented Sector Discretionary Licensing Schemes</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	14 Jun 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Monica Brooks                      Tel: 01273 292279, Martin Reid                      Tel: 01273 293321</p>
57071	<p><b>Warden call equipment Procurement</b>  <i>All Committee Decisions</i>                      The council wishes to tender a contract for the supply, service and repair of the warden call systems which are installed in Brighton and Hove City Council's sheltered housing schemes.</p> <p><i>Wards affected: All Wards</i></p>	14 Jun 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Christopher Barber</p>

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57069	<p><b>Housing Management System Procurement</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	14 Jun 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Diane Hughes Tel: 01273 293841</p>
57623	<p><b>New Homes for Neighbourhoods - Garage sites update</b> <i>All Committee Decisions</i></p> <p>Update and review on 12 completed affordable rented homes at Aldwick Mews, Flint Close and Pierre Close. Update on scheme progress for 12 new affordable rented homes at Kensington Street, Brighton.</p> <p><i>Wards affected: Hangleton &amp; Knoll; North Portslade; South Portslade; St Peter's &amp; North Laine</i></p>	14 Jun 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Jaine Jolly Tel: 01273 290356</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57614	<p><b>Housing Options - Living Wage Joint Venture Business Plan</b>  <i>All Committee Decisions</i>                      Report requesting approval of the Business Plan for the Living Wage Joint Venture with Hyde Housing</p> <p><i>Wards affected: All Wards</i></p>	14 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture, Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Sam Smith Tel: 01273 291383, Martin Reid Tel: 01273 293321</p>
57591	<p><b>Housing Management Performance Report Quarter 4 and end of year 2016/17</b>  <i>All Committee Decisions</i>                      The Housing Management performance report covers Quarter 4 of the financial year 2016/17, alongside end year results.</p> <p><i>Wards affected: All Wards</i></p>	14 Jun 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Ododo Dafe Tel: 01273 293201, Tom Matthews Tel: 01273 293234</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57731	<p><b>Proposal to form a Temporary Accommodation Board</b>  <i>All Committee Decisions</i>                      Representations have been made by residents, support providers, members and other agencies to form a Temporary Accommodation Board.                      The proposed aim of this Board is to provide a forum in which concerns can be raised and addressed and residents provided with appropriate support.</p> <p><i>Wards affected: All Wards</i></p>	14 Jun 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Jerry Aldous Tel: 01273 296949, Sylvia Peckham Tel: 01273 293318, Stephen Wraige Tel: 01273 293226</p>
57718	<p><b>Evictions from Temporary Accommodation Report</b>  <i>All Committee Decisions</i>                      This report is in response to concerns that have been raised that residents in temporary accommodation that lodge complaints about disrepair or staff conduct at their temporary accommodation are vulnerable to 'revenge evictions'.</p> <p><i>Wards affected: All Wards</i></p>	14 Jun 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Jerry Aldous Tel: 01273 296949, Sylvia Peckham Tel: 01273 293318, Stephen Wraige Tel: 01273 293226</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
56914	<p><b>New Homes for Neighbourhoods-Scheme Approval - Lynchet Close</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: Hollingdean &amp; Stanmer</i></p>	14 Jun 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Carol Jenkins Tel: 01273 293832</p>
57864	<p><b>New Homes for Neighbourhoods</b>  <i>All Committee Decisions</i>                      Kensington Street and garage sites update</p> <p><i>Wards affected: Hangleton &amp; Knoll; North Portslade; South Portslade; St Peter's &amp; North Laine</i></p>	14 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Jaine Jolly Tel: 01273 290356</p>
<b>ECONOMIC DEVELOPMENT &amp; CULTURE COMMITTEE 4.00PM - HOVE TOWN HALL</b>				
57870	<p><b>Infrastructure Delivery Plan (IDP) - update</b>  <i>All Committee Decisions</i>                      Revised updated IDP annex document in City Plan Part One</p> <p><i>Wards affected: All Wards</i></p>	22 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Debra May Tel: 01273 292295</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57958	<p><b>Toad's Hole Valley Supplementary Planning Document</b>  <i>All Committee Decisions</i>                      This report provides a summary of the responses received as a result of the consultation on the Draft Toad's Hole Valley Supplementary Planning Document (SPD), outlines the changes made as a result of the consultation and seeks adoption of the final version of the Toad's Hole Valley SPD.</p> <p><i>Wards affected: Hangleton &amp; Knoll; Hove Park; Withdean</i></p>	22 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Paula Goncalves Tel: 01273 292352</p>
57989	<p><b>Review of the Waste &amp; Minerals Local Plan</b>  <i>All Committee Decisions</i>                      The report seeks the approval of the Committee to undertake a scoping consultation to inform a review of the policies contained within the Local Plan.</p> <p><i>Wards affected: All Wards</i></p>	22 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Steve Tremlett Tel: 01273 292108</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>ENVIRONMENT, TRANSPORT &amp; SUSTAINABILITY COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
57564	<p><b>Valley Gardens Proposed Green Space Design</b>  <i>All Committee Decisions</i>                      This report will present the proposed Green Space design for Valley Gardens and will make recommendations on proposed next steps including progression to detailed/ technical design stage. The report will also request permission to instigate Planning Permission process required to support the design changes to the area and to initiate the required processes to authorise and exchange of land from Highways to Green Space.</p> <p><i>Wards affected: All Wards</i></p>	27 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Tracy Beverley Tel: 01273 292813</p>
57598	<p><b>Brighton &amp; Hove Bike Share - TRO representations</b>  <i>All Committee Decisions</i>                      TRO representations in relation to Bike Share scheme hub sites.</p> <p><i>Wards affected: Goldsmid</i></p>	27 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Abby Hone Tel: 01273 290390</p>
57621	<p><b>Various parking restrictions including verge parking ban</b>  <i>All Committee Decisions</i>                      Reports on comments made to a recently advertised Traffic Regulation order</p> <p><i>Wards affected: Patcham</i></p>	27 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Charles Field Tel: 01273 293329</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57618	<p><b>West Hove parking scheme detailed design consultation</b>  <i>All Committee Decisions</i>                      Reports on comments to / result of parking scheme detailed consultation.</p> <p><i>Wards affected: Wish</i></p>	27 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Charles Field Tel: 01273 293329</p>
57615	<p><b>Hanover &amp; Elm Grove / Craven Vale Traffic Regulation Order consultation</b>  <i>All Committee Decisions</i>                      To report on the comments / objections to this consultation.</p> <p><i>Wards affected: East Brighton; Hanover &amp; Elm Grove; Moulsecoomb &amp; Bevendean; Queen's Park</i></p>	27 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Charles Field Tel: 01273 293329</p>
57770	<p><b>Francis Street - Proposed revisions to street layout</b>  <i>All Committee Decisions</i>                      Outline of proposed revisions to street layout following the consideration of a deputation received by the ET&amp;S Committee on 14 March 2017.</p> <p><i>Wards affected: St Peter's &amp; North Laine</i></p>	27 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Andrew Renaut Tel: 01273 292477</p>
57930	<p><b>Report on Weed Spraying Applications</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	27 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Richard Bradley Tel: 01273 294701</p>



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57928	<p><b>Hove Cemetary North</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: Central Hove</i></p>	27 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Richard Bradley Tel: 01273 294701</p>
57926	<p><b>Open Space Strategy - update on Action Plan</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	27 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Richard Bradley Tel: 01273 294701</p>
57967	<p><b>Balfour Road Area / Preston Village area Traffic Order consultation</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: Preston Park; Withdean</i></p>	27 Jun 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Charles Field Tel: 01273 293329</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>HEALTH OVERVIEW &amp; SCRUTINY COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
58083	<p><b>Work programme of HOSC for 2017/18</b>  <i>All Committee Decisions</i>                      Outline of potential issues for the HOSC to consider at committee in 2017/18, to enable members to agree a work programme</p> <p><i>Wards affected: All Wards</i></p>	28 Jun 2017		<p>Report of: Executive Director for Health &amp; Adult Social Care</p> <p>Report Author: Karen Amsden</p>
<b>LICENSING COMMITTEE - 3.00PM BRIGHTON TOWN HALL</b>				
Decisions anticipated for July 2017				
<b>POLICY, RESOURCES &amp; GROWTH COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
57749	<p><b>Policy Review Panel Outcomes - Urban &amp; Rural Estate</b>  <i>All Committee Decisions</i>                      A report to summarise key findings and recommendations from the Policy Review Panel, established to review existing policy, governance and strategy in relation to managing the council's urban and rural property estates.</p> <p><i>Wards affected: All Wards</i></p>	13 Jul 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Angela Dymott Tel: 01273 291450, Ben Miles Tel: 01273 290336</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>NEIGHBOURHOODS, COMMUNITIES &amp; EQUALITIES COMMITTEE - 4.00PM FRIENDS MEETING HOUSE</b>				
56867	<p><b>Welfare Reform update</b>  <i>All Committee Decisions</i>                      An update on welfare reform as it impacts on residents of the city and the council. The report will include a description of the actions and mitigations the councils is putting in place and related issues from the fairness commission.</p> <p><i>Wards affected: All Wards</i></p>	3 Jul 2017		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: John Francis Tel: 01273 291913</p>
<b>HEALTH &amp; WELLBEING BOARD 4.00PM HOVE TOWN HALL</b>				
<b>AUDIT &amp; STANDARDS COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
57522	<p><b>2016/17 Audit Results Report</b>  <i>All Committee Decisions</i>                      EY audit results report</p> <p><i>Wards affected:</i></p>	25 Jul 2017		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Graham Liddell Tel: 01273 291323</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57604	<p><b>Annual Governance Statement 2016/17</b>  <i>All Committee Decisions</i></p> <p>The council is required to publish at least once a year a statement on the effectiveness of its systems of internal control. This report is submitted to the Audit &amp; Standards Committee for information, consideration and approval before signature by the Chief Executive Officer and the Leader of the City Council. The final Annual Governance Statement will be published alongside the council's annual accounts.</p> <p><i>Wards affected: All Wards</i></p>	25 Jul 2017		<p>Report of: Executive Lead for Strategy, Governance &amp; Law (Monitoring Officer)</p> <p>Report Author: Jackie Algar Tel: 01273 291273</p>
57799	<p><b>Strategic Risk Focus: SR2 Financial Outlook; SR25 Organisational Change; SR10 Information Governance Management; and SR18 Transition to modern, digital IT</b>  <i>All Committee Decisions</i></p> <p>This is a regular report to enable Audit &amp; Standard Committee Members to focus on the management of specific Strategic Risks and ask questions of the Risk Owners and officers. The Audit &amp; Standards Committee have elected to focus on at least 2 strategic risks at each of their meetings in order to deliver their role to monitor the effectiveness of risk management and internal control.</p> <p><i>Wards affected: All Wards</i></p>	25 Jul 2017		<p>Report of: Executive Lead for Strategy, Governance &amp; Law (Monitoring Officer)</p> <p>Report Author: Jackie Algar Tel: 01273 291273</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
Decisions anticipated for September 2017				
<b>HEALTH OVERVIEW &amp; SCRUTINY - 4.00PM HOVE TOWN HALL</b>				
<b>HEALTH &amp; WELLBEING BOARD 4.00PM HOVE TOWN HALL</b>				
<b>CHILDREN, YOUNG PEOPLE &amp; SKILLS COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
57858	<b>School Admission Arrangements 2019/20</b> <i>All Committee Decisions</i>  <i>Wards affected:</i>	18 Sep 2017		Report of: Executive Director for Families, Children & Learning  Report Author: Richard Barker Tel: 01273 290732
<b>AUDIT &amp; STANDARDS COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
57524	<b>2016/17 Annual Audit Letter</b> <i>All Committee Decisions</i> External audit annual audit letter  <i>Wards affected:</i>	19 Sep 2017		Report of: Executive Director for Finance & Resources  Report Author: Graham Liddell Tel: 01273 291323

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>HOUSING &amp; NEW HOMES COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
56987	<p><b>Tenancy Policy</b>  <i>All Committee Decisions</i>                      Tenancy Policy on how tenancies are managed and includes the changes from the Housing and Planning Act 2016. All Local Authorities are now expected to offer all new tenants Flexible Fixed Term Tenancies</p> <p><i>Wards affected: All Wards</i></p>	20 Sep 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Satbinder Sidhu Tel: 01273 293219</p>
56988	<p><b>STAR 2016 Action plan</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	20 Sep 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Miriam Gee Tel: 01273294635, Rachel Chasseaud Tel: 01273 290753, Diane Hughes Tel: 01273 293841</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57387	<p><b>Revised Tenancy Agreement</b>  <i>All Committee Decisions</i>                      Changes to current Tenancy Agreement</p> <p><i>Wards affected: All Wards</i></p>	20 Sep 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Susan Connelly Tel: 01273 293800, Janet Dowdell Tel: 01273 293171</p>
57497	<p><b>Single Homeless Accommodation &amp; Support Services</b>  <i>All Committee Decisions</i>                      An update on the remodelling and re-procurement of single homeless and rough sleeper support and accommodation services.</p> <p><i>Wards affected: All Wards</i></p>	20 Sep 2017		<p>Report of: Executive Director for Health &amp; Adult Social Care</p> <p>Report Author: Jenny Knight Tel: 01273 293081</p>
57602	<p><b>Student Housing Strategy - evidence and options</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	20 Sep 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Diane Hughes Tel: 01273 293841</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57641	<p><b>Future options for Dunster Close garage site</b>  <i>All Committee Decisions</i>                      Review of future options for this site after the garages have been demolished.</p> <p>Housing and New Homes Committee approved the demolition of the garages on 15.3.17.</p> <p><i>Wards affected: Hollingdean &amp; Stanmer</i></p>	20 Sep 2017		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Simon Pickles Tel: 01273 292083</p>
57350	<p><b>New Homes for Neighbourhoods Modular Pilot - Futureform proposals</b>  <i>All Committee Decisions</i>                      Seeking agreement of Housing &amp; New Homes and Policy, Resources and Growth Committees to lease three vacant or underused HRA garage sites to Futureform Global Investments Ltd. to develop up to 16 modular units of affordable rented housing to be leased back by the council</p> <p><i>Wards affected:</i></p>	20 Sep 2017		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Carol Jenkins Tel: 01273 293832</p>
<b>ECONOMIC DEVELOPMENT &amp; CULTURE COMMITTEE 4.00PM - HOVE TOWN HALL</b>				
Decisions anticipated for October 2017				
<b>POLICY, RESOURCES &amp; GROWTH COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>NEIGHBOURHOODS, COMMUNITIES &amp; EQUALITIES COMMITTEE - 4.00PM THE BRIDGE</b>				
<b>ENVIRONMENT, TRANSPORT &amp; SUSTAINABILITY COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
Decisions anticipated for November 2017				



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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>POLICY, RESOURCES &amp; GROWTH COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>CHILDREN, YOUNG PEOPLE &amp; SKILLS COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>HEALTH &amp; WELLBEING BOARD - 4.00PM HOVE TOWN HALL</b>				
<b>HOUSING &amp; NEW HOMES COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>ECONOMIC DEVELOPMENT &amp; CULTURE COMMITTEE 4.00PM - HOVE TOWN HALL</b>				
<b>LICENSING COMMITTEE - 3.00PM HOVE TOWN HALL</b>				
<b>NEIGHBOURHOODS, COMMUNITIES &amp; EQUALITIES COMMITTEE - 4.00PM ST RICHARDS CHURCH &amp; COMMUNITY CENTRE</b>				
<b>ENVIRONMENT, TRANSPORT &amp; SUSTAINABILITY COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
Decisions anticipated for December 2017				
<b>HEALTH OVERVIEW &amp; SCRUTINY COMMITTEE - 4PM HOVE TOWN HALL</b>				
Decisions anticipated for January 2018				
<b>POLICY, RESOURCES &amp; GROWTH COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>AUDIT &amp; STANDARDS COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
57528	<b>2016/17 Annual Certification Report</b> <i>All Committee Decisions</i> External audit report on housing benefit claims  <i>Wards affected:</i>	9 Jan 2018		Report of: Executive Director for Finance & Resources  Report Author: Graham Liddell Tel: 01273 291323

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57526	<p><b>2017/18 Audit Plan</b>  <i>All Committee Decisions</i>                      External audit annual plan</p> <p><i>Wards affected:</i></p>	9 Jan 2018		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Graham Liddell Tel: 01273 291323</p>
<b>ECONOMIC DEVELOPMENT &amp; CULTURE COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>CHILDREN, YOUNG PEOPLE &amp; SKILLS COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
57860	<p><b>School Admission Arrangements 2019/20</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	15 Jan 2018		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Richard Barker Tel: 01273 290732</p>
<b>HOUSING &amp; NEW HOMES COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>NEIGHBOURHOODS, COMMUNITIES &amp; EQUALITIES COMMITTEE - 4.00PM WHITEHAWK LIBRARY</b>				
<b>ENVIRONMENT, TRANSPORT &amp; SUSTAINABILITY COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>HEALTH &amp; WELLBEING BOARD - 4.00PM HOVE TOWN HALL</b>				
Decisions anticipated for February 2018				
<b>POLICY, RESOURCES &amp; GROWTH COMMITTEE - 4.00PM HOVE TOWN HALL</b>				

Brighton & Hove City Council Meeting Work Plan

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>HEALTH OVERVIEW &amp; SCRUTINY - 4.00PM HOVE TOWN HALL</b>				
Decisions anticipated for March 2018				
<b>POLICY, RESOURCES &amp; GROWTH COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>LICENSING COMMITTEE - 3.00PM HOVE TOWN HALL</b>				
<b>CHILDREN, YOUNG PEOPLE &amp; SKILLS COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>HEALTH &amp; WELLBEING BOARD - 4.00PM HOVE TOWN HALL</b>				
<b>ECONOMIC DEVELOPMENT &amp; CULTURE COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>HOUSING &amp; NEW HOMES COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>NEIGHBOURHOODS, COMMUNITIES &amp; EQUALITIES COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
<b>ENVIRONMENT, TRANSPORT &amp; SUSTAINABILITY COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
57369	<b>Official Feed and Food Controls Service Plan 2018/19</b> <i>All Committee Decisions</i>  <i>Wards affected: All Wards</i>	20 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing  Report Author: Nick Wilmot Tel: 01273 292157

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
57532	<p><b>2018/19 Local Transport Plan Capital Programme</b>  <i>All Committee Decisions</i>                      Seeking approval of detailed allocation of approved LTP capital funding to specific projects and programmes for 2018/19, and noting indicative allocations for future years..</p> <p><i>Wards affected: All Wards</i></p>	<p>20 Mar 2018                      29 Mar 2018</p>		<p>Report of: Executive Director for Economy, Environment &amp; Culture</p> <p>Report Author: Andrew Renault Tel: 01273 292477</p>
<b>AUDIT &amp; STANDARDS COMMITTEE - 4.00PM HOVE TOWN HALL</b>				
57530	<p><b>March 2018 Audit Progress Report</b>  <i>All Committee Decisions</i>                      External audit progress report</p> <p><i>Wards affected:</i></p>	27 Mar 2018		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Graham Liddell Tel: 01273 291323</p>
<b>ITEMS PREVIOUSLY LISTED IN THE COMMITTEE WORK PROGRAMME BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED</b>				