

# COMMITTEE WORK PROGRAMME Edition 11

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

To be Published 01 February 2018

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

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

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

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

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

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

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



Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
Decision	ns anticipated for February 2018			
POLICY	, RESOURCES & GROWTH COMMITTEE - 8 FEBRUARY - 4.	00PM		
67367	General Fund Revenue Budget, Council Tax and Capital Investment Programme 2018/19  All Committee Decisions  This report sets out the final proposals for the General Fund Revenue Budget and Council Tax for 2018/19	8 Feb 2018		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
67369	Capital Resources and Capital Investment Programme 2018/19  All Committee Decisions  Provide the estimated capital resources available and propose a capital investment programme for 2018/19  Wards affected: All Wards	8 Feb 2018		Report of: Executive Director for Finance & Resources  Report Author: Rob Allen Tel: 01273 291245, James Hengeveld Tel: 01273 291242, Nigel Manvell Tel: 01273 293104

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
65191	Housing Revenue Account Budget and Investment Programme 2018/19 and Medium Term Financial Strategy All Committee Decisions  Wards affected: All Wards	8 Feb 2018		Report of: Executive Director for Finance & Resources, Executive Director for Neighbourhoods, Communities & Housing  Report Author: Monica Brooks Tel: 01273 292279, Tracy John Tel: 01273 292150, Martin Reid Tel: 01273 293321
58794	Targeted Budget Management (TBM) 2016/17: Month 9 All Committee Decisions  Wards affected: All Wards	8 Feb 2018		Report of: Executive Director for Finance & Resources  Report Author: Jeff Coates Tel: 01273 292364, Nigel Manvell Tel: 01273 293104

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
HEALTH	OVERVIEW & SCRUTINY - 28 FEBRUARY - 4.00PM			
67406	Patient Transport Services (PTS): February 2018 Update All Committee Decisions update from CCG commissioners on performance of the PTS contract under its new provider (South Central Ambulance Trust)  Wards affected: All Wards	28 Feb 2018		Report of: Executive Lead for Strategy, Governance & Law (Monitoring Officer) Report Author: Nuala Friedman, Giles Rossington Tel: 01273 295514
Decision	s anticipated for March 2018			
POLICY	, RESOURCES & GROWTH COMMITTEE - 29 MARCH - 4.00F	PM		
67105	Pay Policy Statement 2018/19 All Committee Decisions Statutory statement detailing a range of policies and approaches to how the council remunerates all employees of the council (excluding Schools).  Wards affected: All Wards	29 Mar 2018		Report of: Executive Director for Finance & Resources  Report Author: Matt Naish Tel: 01273 295088

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
67294	Asset Management Fund 2018-19 All Committee Decisions  Wards affected: All Wards	29 Mar 2018		Report of: Executive Director for Economy, Environment & Culture Report Author: Angela Dymott Tel: 01273 291450, Nigel McCutcheon Tel: 01273 291453
68552	Annual Planned Maintenance Budget Allocation 2018-19 and Programme of Works for the Council's Operational Buildings All Committee Decisions  Wards affected: All Wards	29 Mar 2018		Report of: Executive Director for Finance & Resources  Report Author: Angela Dymott Tel: 01273 291450, Martin Hilson Tel: 01273 291452
68599	Brighton Town Hall: City Hall and Civic Office Proposals All Committee Decisions A report to present options for the redevelopment of Brighton Town Hall into a new City Hall and Civic Office  Wards affected: All Wards	29 Mar 2018		Report of: Executive Director for Economy, Environment & Culture  Report Author: Ben Miles Tel: 01273 290336

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
68684	Bus Shelters concessionary agreement - extension of proposed contract term  All Committee Decisions  This report seeks committee approval to extend the period of the proposed concessionary agreement approved at PR&G committee in January 2014 for a further three years to 2030.  Wards affected: All Wards	29 Mar 2018		Report of: Executive Director for Economy, Environment & Culture Report Author: Owen McElroy Tel: 01273 290368
LICENS	ING COMMITTEE - 1 MARCH - 3.00PM			
67264	Annual Report of Licensing Authority 2017 All Committee Decisions Licensing Act 2003 and Gambling Act 2005 matters  Wards affected: All Wards	1 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Jim Whitelegg Tel: 01273 292438
67270	Amendments to the Blue Book for Hackney & Private Hire, Driver, Vehicle & Operations All Committee Decisions Wards affected: All Wards	1 Mar 2018		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
67268	Hackney Carriage & Private Hire Emissions and Age Policy All Committee Decisions  Wards affected: All Wards	1 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Martin Seymour Tel: 01273 296659, Jim Whitelegg Tel: 01273 292438
67266	Hackney Carriage & Private Hire Driver Enforcement & Monitoring All Committee Decisions  Wards affected: All Wards	1 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing  Report Author: Martin Seymour Tel: 01273 296659, Jim Whitelegg Tel: 01273 292438
CHILDR	REN, YOUNG PEOPLE & SKILLS COMMITTEE - 5 MARCH - 4	I.00PM		
61613	Assessing the impact of the term date pilot initiative All Committee Decisions  Wards affected: All Wards	5 Mar 2018		Report of: Executive Director for Families, Children & Learning Report Author: Richard Barker Tel: 01273 290732

Ref	Report Details	Committee Date	Consultation	Lead Director  Lead Officer
61648	Education Capital Resources and Capital Investment Programme 2018/2019  All Committee Decisions  To inform the Committee of the level of available capital resources allocated to this service for 2018/19 and to recommend a Capital Investment Programme for 2018/19.  To allocate funding available in the capital programme under Pupil Places and Condition investment for 2018/19.  Wards affected: All Wards	5 Mar 2018		Report of: Executive Director for Families, Children & Learning  Report Author: Richard Barker Tel: 01273 290732, Gillian Churchill Tel: 01273 293515
67330	Briefing Report on ASE Regional Adoption Agency All Committee Decisions  Wards affected: All Wards	5 Mar 2018		Report of: Executive Director for Families, Children & Learning Report Author: Karen Devine Tel: 01273 295444, Paul Lavery Tel: 01273 290760
68469	Proposal to change the age range of Blatchington Mill School to remove sixth form provision final decision All Committee Decisions The purpose of this report is to report on the outcome of Statutory notice consultation and to finally determine the proposal  Wards affected: All Wards	5 Mar 2018		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
68668	Support for Care Leavers All Committee Decisions A report detailing the support we provide to care leavers up to the age of 30 years old.  Wards affected: All Wards	5 Mar 2018		Report of: Executive Director for Families, Children & Learning Report Author: Gerry Brandon Tel: 01273 296348, Paul Lavery Tel: 01273 290760
68706	Update Paper on Able & Willing All Committee Decisions The purpose of this report is to provide Children Young People and Skills committee an update on Able & Willing  Wards affected: All Wards	5 Mar 2018		Report of: Executive Director for Families, Children & Learning  Report Author: Rachel Carter Tel: 01273 294921, Edward Yeo Tel: 29-4354
HEALTI	H & WELLBEING BOARD - 6 MARCH - 4.00PM			
67240	Pharmaceutical Needs Assessment: Final report and the process for future supplementary statements  Health & Wellbeing Board  The Health Wellbeing Board has to review regularly the PNA. this is the final report of the recent review of PNA needs for the city. The report will also cover how changes in circumstances will be dealt with.  Wards affected: All Wards	6 Mar 2018		Report of: Director Public Health  Report Author: Nicola Rosenberg Tel: 01273 574809

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
68444	Policy Panel Health & Wellbeing Board Wards affected:	6 Mar 2018		Report of: Executive Director for Health & Adult Social Care Report Author: Barbara Deacon Tel: 01273 296805, Rob Persey Tel: 01273 295032
68442	Adolescent Health Offer Health & Wellbeing Board Wards affected: All Wards	6 Mar 2018		Report of: Executive Director for Families, Children & Learning Report Author: Kerry Clarke Tel: 01273 295491
68440	Cancer Strategy Update Health & Wellbeing Board Wards affected: All Wards	6 Mar 2018		Report of: Executive Director for Health & Adult Social Care Report Author: Becky Woodiwiss Tel: 01273 296575

Ref	Report Details	Committee Date	Consultation	Lead Director
68438	Pharmaceutical Needs Assessment Health & Wellbeing Board Wards affected: All Wards	6 Mar 2018		Report of: Executive Director for Health & Adult Social Care  Report Author: Nicola Rosenberg Tel: 01273 574809
68434	Moving Towards Integration Health & Wellbeing Board  Wards affected: All Wards	6 Mar 2018		Report of: Executive Director for Health & Adult Social Care Report Author: Rob Persey Tel: 01273 295032, Andy Witham Tel: 01273 291498
68432	Big Health & Care Conversation Health & Wellbeing Board Wards affected: All Wards	6 Mar 2018		Report of: Executive Director for Health & Adult Social Care  Report Author: Barbara Deacon Tel: 01273 296805

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
68430	Better Care Plan Health & Wellbeing Board Wards affected: All Wards	6 Mar 2018		Report of: Executive Director for Health & Adult Social Care Report Author: Andy Witham Tel: 01273 291498
TOURIS	M, DEVELOPMENT & CULTURE COMMITTEE - 8 MARCH - 4	.00PM		
66797	Enforcement Policy All Committee Decisions An updated policy for the Enforcement Team Wards affected: All Wards	8 Mar 2018		Report of: Executive Director for Economy, Environment & Culture Report Author: Nicola Hurley Tel: 01273 292114
67207	Community Infrastructure Levy - Draft Charging Schedule and Draft Regulation 123 List All Committee Decisions This report seeks approval to consult upon two documents required in the preparation of a Community Infrastructure Levy: a Draft Charging Schedule which has responded to an 8 week consultation exercise carried out upon the Preliminary Draft Charging Schedule approved by this committee in Sep 2017; and a Draft Regulation 123 List of infrastructure which may be funded in whole or in part by the levy.  Wards affected: All Wards	8 Mar 2018		Report of: Executive Director for Economy, Environment & Culture  Report Author: Clare Flowers Tel: 01273 290443

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
68610	Royal Pavilion & Museums Trust Arrangements – Progress Update All Committee Decisions To update the committee on progress since its last meeting in relation to engagement with staff and steps taken towards establishing the new Trust arrangements, including seeking approval for outstanding policies relating to the care of the city collections.  Wards affected: All Wards	8 Mar 2018		Report of: Executive Director for Economy, Environment & Culture  Report Author: Val Birchall Tel: 01273 292571
HOUSIN	IG & NEW HOMES COMMITTEE - 14 MARCH - 4.00PM			
67231	Housing Management Performance Report Quarter 3 2017/18  All Committee Decisions The housing management performance report covers Quarter 3 of the financial year 2017/18.  Wards affected: All Wards	14 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing  Report Author: Ododo Dafe Tel: 01273 293201, Tom Matthews Tel: 01273 293234
65335	Potential purchase of properties with restrictive covenant All Committee Decisions Wards affected: Queen's Park	14 Mar 2018		Report of:  Report Author: Emma Kumar Tel: 01273 293297

Ref	Report Details	Committee Date	Consultation	Lead Director  Lead Officer
65145	Potential Purchase of Properties with Restrictive Covenant - Exempt Category 3 All Committee Decisions Wards affected: Queen's Park	14 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing
				Report Author: Emma Kumar Tel: 01273 293297
67108	The procurement of Legionella Assessment and Control Services for housing stock All Committee Decisions Seeking approval for the reprocurement of legionella services for communal hot and cold water systems.  Wards affected: All Wards	14 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Amy Wilkinson Tel: 01273 291811
67199	Community led housing update All Committee Decisions  Wards affected: All Wards	14 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Diane Hughes Tel: 01273 293159

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
66872	A request to purchase a piece of HRA land on Mile Oak Road  All Committee Decisions  A request to purchase a piece of HRA land on Mile Oak Road, Portslade has been made.	14 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing
	Wards affected: North Portslade			Report Author: Scott Lunn Tel: 01273290282
68559	Your Energy Sussex - Energy Tariffs All Committee Decisions Wards affected: All Wards	14 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Miles Davidson Tel: 01273 293150
68665	New Home for Neighbourhoods - Rotherfield Crescent All Committee Decisions Report examining options for the Rotherfield Crescent site.  Wards affected: Patcham	14 Mar 2018		Report of: Executive Director for Economy, Environment & Culture  Report Author: Jo Thompson Tel: 01273 291466

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
68692	The development of a rough sleeper move on scheme All Committee Decisions BHCC Housing: - specialist housing for rent under the HCA Shared Ownership and Affordable Homes Programme (SOHAP) 2016-21.  13 one bedroom studio flats the bid is premised on affordable rental income.  Wards affected: Patcham	14 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing  Report Author: Scott Lunn Tel: 01273290282
68724	Housing Allocations Plan 2018-19 All Committee Decisions This report sets out the performance of the Allocations Plan set out in the Allocations Policy. The report looks at current issues that need to be taken into account when setting a new Allocations Plan for 2018/19  Wards affected: All Wards	14 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: James Crane Tel: 01273 293316
68685	Procurement programme for housing repairs, planned maintenance and capital works  All Committee Decisions  This report updates committee members on the forthcoming procurement programme for delivering housing repairs, maintenance, improvements and capital works post March 2020; when the current contractual agreements expire.  The report details the programme, governance, decision making and stakeholder engagement approach.  Wards affected: All Wards	14 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing  Report Author: Sharon Davies Tel: 01273 121295, Glyn Huelin Tel: 01273 293306, Martin Reid Tel: 01273 293321

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
NEIGH	BOURHOODS, INCLUSION, COMMUNITIES & EQUALITIES CO	OMMITTEE - 19 MAR	CH - 4.00PM	
67398	Oxford Court Public Space Protection Order Consultation Summary  All Committee Decisions  At the Neighbourhoods, Inclusion, Communities & Equalities Committee of November 27th 2017 consent was given to run a statutary consultation around granting the above named public space protection order. This report will offer a summary of the consultation process and seek approval for the implementation of this order.  Wards affected: St Peter's & North Laine	19 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Simon Bannister Tel: 01273 293925
67422	St James Court Public Space Protection Order  All Committee Decisions  Following community concerns regarding anti social behaviour in St James Court investigation has taken place to assess the usefulness of restricting access to this twittern using powers contained in the Public Space protection Order and this report seeks permission to initiate statutory consultation to furthur explore this issue.  Wards affected: Queen's Park	19 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Matt Easteal Tel: 01273292152

Ref	Report Details	Committee Date	Consultation	Lead Director
				Lead Officer
ENVIRO	DNMENT, TRANSPORT & SUSTAINABILITY COMMITTEE - 20	MARCH - 4.00PM		
57369	Official Feed and Food Controls Service Plan 2018/19 All Committee Decisions Wards affected: All Wards	20 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing  Report Author: Nick Wilmot Tel: 01273 292157
57532	2018/19 Local Transport Plan Capital Programme All Committee Decisions 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  Wards affected: All Wards	20 Mar 2018		Report of: Executive Director for Economy, Environment & Culture  Report Author: Andrew Renaut Tel: 01273 292477
66777	School parking enforcement All Committee Decisions Outlining various measures to address illegal and anti-social parking outside schools  Wards affected: All Wards	20 Mar 2018		Report of: Executive Director for Economy, Environment & Culture Report Author: Paul Nicholls Tel: 01273 293287

Ref	Report Details	Committee Date	Consultation	Lead Director  Lead Officer
67362	Health and Safety Service Plan All Committee Decisions The Health & Safety Service Plan is required under the National Local Authority Enforcement Code, issued by the Health and Safety Executive, under Section 18 of the Health and Safety at Work etc Act 1974.  Wards affected: All Wards	20 Mar 2018		Report of: Executive Director for Neighbourhoods, Communities & Housing Report Author: Roy Pickard Tel: 01273 292145
68515	Disabled Bay Traffic orders All Committee Decisions This report considers the objections received to the removal of Disabled Parking Bays and the introduction of a new Disabled Parking Bay, which were advertised on Traffic Orders TRO-17-2017 April Citywide Order and TRO-32-2017 September Citywide Order  Wards affected: East Brighton; Hanover & Elm Grove;	20 Mar 2018		Report of: Executive Director for Economy, Environment & Culture  Report Author: Dionne Ayres
68671	Preston Park; Queen's Park; Regency  New Bus Shelter requests - Priority list for approval All Committee Decisions To bring back to committee apriority list of new bus shelter sites to be approved, following agreement to the methodology & criteria at 23 January ETS committee  Wards affected: All Wards	20 Mar 2018		Report of: Executive Director for Economy, Environment & Culture  Report Author: Owen McElroy Tel: 01273 290368

Ref	Report Details	Committee Date	Consultation	Lead Director		
				Lead Officer		
68721	Response to Government Consultation on Major Road Network  All Committee Decisions  To seek approval of the officer response to the Government's initial proposals to designate a 'middle' tier of A class roads in the country's road network between the Strategic Road Network (motorways and trunk roads) and local roads.  Wards affected: All Wards	20 Mar 2018		Report of: Executive Director for Economy, Environment & Culture  Report Author: Andrew Renaut Tel: 01273 292477		
AUDIT 8	STANDARDS COMMITTEE - 27 MARCH - 4.00PM					
57530	March 2018 Audit Progress Report All Committee Decisions External audit progress report  Wards affected:	27 Mar 2018		Report of: Executive Director for Finance & Resources Report Author: Graham Liddell Tel: 01273 291323		
	ITEMS PREVIOUSLY LISTED IN THE COMMITTEE WORK PROGRAMME BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED					